

Urbana High School



Emergency Action Plan- Athletics

**3471 Campus Drive
Ijamsville, MD 21754**

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Purpose

The Emergency Action Plan (EAP) is developed to ensure the safety of and provide the best immediate care for all student athletes. Athletic injuries can occur at any time and at any level of participation and the EAP is in place to ensure that these injuries are managed and cared for appropriately. All members of the Sports Medicine Team, including the Certified Athletic Trainer (ATC), Team Physician, Emergency Medical Personnel, coaches, and school staff, must be familiar with the EAP to best provide assistance and care for an injured student athlete.

Components of the EAP

- Emergency Personnel
- Emergency Communication
- Emergency Equipment
- Roles of Athletic Trainers, Coaches and Administrators
- Venue Directions and Protocols

Sports Medicine Team

Certified Athletic Trainer- Kate Strouse LAT, ATC

Cell:

Team Physician- Dr. Cory Walsh, MD

CAO- Mid Maryland Musculoskeletal Institute

Office Phone- TJ Drive and Urbana Office: 301-694-8311

Athletic Director- Ryan Hines

Cell:

Office:

Assistant Athletic Director- Rachel LaHouse

Cell:

Emergency Medical Personnel

Hyattstown Volunteer Fire Department: 25801 Frederick Road, Clarksburg MD 20871, Phone 911

Green Valley Volunteer Fire Department: 3939 Green Valley Road, Monrovia MD 21770, Phone 911

Urbana Fire and Rescue: 3602 Urbana Pike, Frederick MD 21704, Phone 911

Coaches and Assistant Coaches

Athletic Training Students and Interns

Roles of the Sports Medicine Team

1. Establish scene safety and primary care of the athlete
2. Activate the Emergency Medical System (EMS)
3. Retrieve emergency equipment
4. Direct EMS to the scene

Roles of the Certified Athletic Trainer (ATC)

1. Preventative care for all student athletes
2. Evaluation, immediate treatment of injuries, rehabilitation and use of modalities
3. Return to play decision of the injured student athlete
4. Physician referral as needed for injured student athletes
5. Communication with parents, physicians and coaches regarding the injured student athlete
6. Activation of EMS and immediate care of injured student athlete

Roles of Athletic Training Interns

1. Contact EMS (if instructed to do so by ATC)
2. Assist ATC in immediate care of injuries
3. Retrieval of emergency equipment

Roles of Athletic Directors/Administrators

1. Crowd control
2. Secure the scene in the event of an emergency situation

Roles of the Head Coach

1. Provide immediate care as a first responder in event of an injury
2. Remove team members from the area during an emergency
3. Contact EMS (if instructed)

Roles of the Assistant Coach(es)

1. Provide immediate care as first responder in event of an injury
2. Crowd control/scene control
3. Retrieval of emergency equipment
4. Contact EMS (if instructed)
5. Direct EMS personnel to the scene

6. Designate an individual to meet EMS personnel and direct them to the scene
7. Accompany injured athlete in ambulance if no parent/guardian is present

Communication

Immediate communication is key in the proper management of an injury or an emergency. At least one member of the coaching staff should have a cellular phone at all practices in case of an emergency. It is also necessary to know the location of the nearest telephone in the event that a cellular phone is not working.

In the event of an emergency (or suspected emergency), the Certified Athletic Trainer (ATC) should be contacted immediately, if not already present. The ATC will be in possession of a cell phone at all practices and events. In the event of cardiac or respiratory emergency, activate EMS immediately.

Emergency Equipment

Automatic External Defibrillator (AED)– Multiple AEDs are located on campus. The ATC will be in possession of an AED located in the Athletic Training Facility or on the gator. Additional AEDs are located in the main gymnasium, in the concession stand of the stadium, in the main office and another portable AED that has a rotating location based on season.

Biohazard Bag– There are biohazard (red) bags located in the Athletic Training Room. These bags are marked with the hazard symbol and are to be used for any materials used for cleanup of blood or bodily fluids.

Cell phone– The ATC will be in possession of a cell phone at all times during practices and home events.

Emergency Medical Kit– Each team will be given at the beginning of the season an Emergency Medical Kit. This kit is to be taken with the team to all away events and to be at all practices and home events. They are labeled with the team's name and contain tape, gauze, Band-Aids, gloves, CPR masks, and scissors. A comprehensive master kit will be with the ATC at all times during home practices and events.

Epi-Pen (Epinephrine Autoinjector)–If an athlete has a known severe allergy, he/she can be cleared to carry his/her Epi-Pen with him/her during practice and events. In the event that an Epi-Pen is needed, first use the athlete's if possible.

Rapid Cooling Equipment– If an athlete has a severe heat illness issue, rapid cooling of the body should be initiated as soon as possible. UHS has one Cold Water Immersion (CWI) tub and the ATC will carry a tarp on the gator at all times. The CWI tub will be located in the stadium next to the home stands in the grass. The CWI will be filled at the beginning of each day by the ATC and checked throughout the day. Additional ice water coolers can be retrieved from the athletic training room to refill the CWI tub.

Splints–The red emergency bag with the vacuum splints is located in the Athletic Training Facility at all times. The ATC is in possession of SAM Splints at all times. These are located in the Emergency Medical Kit.

Emergency Transportation

Every member of the Sports Medicine Team must be familiar with the location of access gates to the different facilities as EMS will not be on campus for athletic events. This is communicated to the dispatcher when EMS is activated. In the event that transportation is needed by Emergency Medical Services (EMS), a school representative will accompany the athlete in the ambulance unless a member of his/her immediate family is present.

Urbana High School Emergency Protocol

1. Athletic trainer will call 911 or designate someone to call 911
 - a. REMAIN CALM and speak clearly to dispatcher
2. Clearly identify the location of the emergency
 - a. School- Urbana High School (3471 Campus Drive) then specific location, stadium field, main gymnasium, etc.
3. Provide information to the dispatcher/EMS personnel
 - a. Name, location and telephone number of the caller
 - b. Number of victims and condition of victims (if you can get specifics from ATC about condition, get them)
 - c. Treatment initiated (inhaler used, CPR started, etc.)
 - d. Specific directions to the scene (refer to venue specific directions)
 - e. Any additional information requested by EMS
 - f. Remain on the phone until the dispatcher hangs up! Keep your phone with you and answer if they call back
4. Initiate immediate emergency care of student athlete until EMS arrives
5. Provide information to EMS upon arrival; mechanism of injury, vital signs, treatment given, pertinent medical history
6. Provide EMS with emergency contact information, including parent/guardian contact information and insurance information

Important Notes

- Contact certified athletic trainer (if not already on site) as soon as possible
- A member of the sports medicine team, most commonly an assistant coach, will travel with the student athlete to the hospital in the ambulance unless a family member is present
- Parents will be contacted by certified athletic trainer or coach (if athletic trainer is unavailable)
- Inform coaches and applicable administration after
- Communicate within sports medicine team to ensure all proper paperwork and reports have been filled out

Emergency Protocol- Stadium/Track: Legacy Field

Emergency Personnel: Athletic trainer will be available during most practices and at on-site home events

Emergency Communication: Athletic trainer will always have cell phone () during practices and home events. Coaching staff will have at least one cell phone during practices and events on the field. The closest landline is located in the athletic training room.

Emergency Equipment: Emergency equipment will be kept on the gator including, medical kit, sideline kit, splint bag and AED. If the athletic trainer is inside with practices or events, the emergency equipment will be with the athletic trainer.

Role of First Responder

1. Primary survey of scene and injured student athlete(s)
2. Activation of EMS as necessary
 - a. Follow Urbana High School Emergency Protocol
3. Retrieve emergency equipment
4. Direction of EMS to injured student athlete(s)
 - a. Open appropriate gate at North end of stadium, next to the shed building with master key (66-GM)
 - b. Designate one individual to meet EMS at the gate and direct them to the scene
 - c. Crowd control- limit access to student athlete so to not overcrowd them

Venue Directions

From Route 80- Turn onto Campus Drive and take the first LEFT. Immediately take the next RIGHT and follow road to the back of the stadium. Someone will be waiting for the rescue squad to open gates and direct them into the stadium.

From Route 355- Turn onto Campus Drive and take the Fifth RIGHT. Immediately take the next RIGHT and follow road to the back of the stadium. Someone will be waiting for the rescue squad to open gates and direct them into the stadium.

Emergency Protocol- Main Gymnasium

Emergency Personnel: Athletic trainer will be available during most practices and at on-site home events

Emergency Communication: Athletic trainer will always have cell phone () during practices and home events. Coaching staff will have at least one cell phone during practices and events on the field. The closest landline is located in the athletic training room.

Emergency Equipment: Emergency equipment will be kept on the gator including, medical kit, sideline kit, splint bag and AED. If the athletic trainer is inside with practices or events, the emergency equipment will be with the athletic trainer.

Role of First Responder

1. Primary survey of scene and injured student athlete(s)
2. Activation of EMS as necessary
 - a. Follow Urbana High School Emergency Protocol
3. Retrieve emergency equipment
4. Direction of EMS to injured student athlete(s)
 - a. Meet at set of 6 glass doors that lead to main gymnasium (game workers, administration or coach will be waiting to direct EMS in)
 - b. Designate one individual to meet EMS at the doors and direct them to the scene
 - c. Crowd control- limit access to student athlete so as not to overcrowd them

Venue Directions

From Route 80- Turn onto Campus Drive and take the fifth LEFT turn. Follow the road around the field in the center, past the entrance of the stadium. Continue to the lobby of the gym, which has 6 glass doors. Someone will meet the rescue squad and direct them inside.

From Route 355- Turn onto Campus Drive and take the first RIGHT turn. Follow the road around the field in the center, past the entrance of the stadium. Continue to the lobby of the gym, which has 6 glass doors. Someone will meet the rescue squad and direct them inside.

Emergency Protocol- Auxiliary Gymnasium

Emergency Personnel: Athletic trainer will be available during most practices and at on-site home events

Emergency Communication: Athletic trainer will always have cell phone () during practices and home events. Coaching staff will have at least one cell phone during practices and events on the field. The closest landline is located in the athletic training room.

Emergency Equipment: Emergency equipment will be kept on the gator including, medical kit, sideline kit, splint bag and AED. If the athletic trainer is inside with practices or events, the emergency equipment will be with the athletic trainer.

Role of First Responder

1. Primary survey of scene and injured student athlete(s)
2. Activation of EMS as necessary
 - a. Follow Urbana High School Emergency Protocol
3. Retrieve emergency equipment
4. Direction of EMS to injured student athlete(s)
 - a. Meet at first set of blue double doors on the main school building, to the far-right side of the building (coach will be waiting with doors propped open)
 - b. Designate one individual to meet EMS at the doors and direct them to the scene
 - c. Crowd control- limit access to student athlete so as not to overcrowd them

Venue Directions

From Route 80- Turn onto Campus Drive and take the fifth LEFT turn. Follow the road around the field in the center, past the entrance of the stadium. Continue to the set of glass double doors located facing the center field on the right end of the building. Someone will meet the rescue squad and direct them inside.

From Route 355- Turn onto Campus Drive and take the first RIGHT turn. Follow the road around the field in the center, past the entrance of the stadium. Continue to the set of glass double doors located facing the center field on the right end of the building. Someone will meet the rescue squad and direct them inside.

Emergency Protocol- Wrestling/Weight Room

Emergency Personnel: Athletic trainer will be available during most practices and at on-site home events

Emergency Communication: Athletic trainer will always have cell phone () during practices and home events. Coaching staff will have at least one cell phone during practices and events on the field. The closest landline is located in the athletic training room.

Emergency Equipment: Emergency equipment will be kept on the gator including, medical kit, sideline kit, splint bag and AED. If the athletic trainer is inside with practices or events, the emergency equipment will be with the athletic trainer.

Role of First Responder

1. Primary survey of scene and injured student athlete(s)
2. Activation of EMS as necessary
 - a. Follow Urbana High School Emergency Protocol
3. Retrieve emergency equipment
4. Direction of EMS to injured student athlete(s)
 - a. Meet at set of blue double doors next to set of glass doors for main entrance to gym and coach/admin will be waiting
 - b. Designate one individual to meet EMS at the doors and direct them to the scene
 - c. Crowd control- limit access to student athlete so as not to overcrowd them

Venue Directions

From Route 80- Turn onto Campus Drive and take the fifth LEFT turn. Follow the road around the field in the center, past the entrance of the stadium. Continue to the set of glass double doors located facing the center field on the right end of the building. Someone will meet the rescue squad and direct them inside.

From Route 355- Turn onto Campus Drive and take the first RIGHT turn. Follow the road around the field in the center, past the entrance of the stadium. Continue to the set of glass double doors located facing the center field on the right end of the building. Someone will meet the rescue squad and direct them inside.

Emergency Protocol- Field Hockey Field

Emergency Personnel: Athletic trainer will be available during most practices and at on-site home events

Emergency Communication: Athletic trainer will always have cell phone () during practices and home events. Coaching staff will have at least one cell phone during practices and events on the field. The closest landline is located in the athletic training room.

Emergency Equipment: Emergency equipment will be kept on the gator including, medical kit, sideline kit, splint bag and AED. If the athletic trainer is inside with practices or events, the emergency equipment will be with the athletic trainer.

Role of First Responder

1. Primary survey of scene and injured student athlete(s)
2. Activation of EMS as necessary
 - a. Follow Urbana High School Emergency Protocol
3. Retrieve emergency equipment
4. Direction of EMS to injured student athlete(s)
 - a. Open appropriate gate at South end of field, next to the score board with master key (66-GM)
 - b. Designate one individual to meet EMS at the gate and direct them to the scene
 - c. Crowd control- limit access to student athlete so as not to overcrowd them

Venue Directions

From Route 80- Turn onto Campus Drive and take the fifth LEFT turn. Follow the road up to the field in the center of the parking lot. There is a double gate, just past the big scoreboard on the LEFT hand side. Someone will meet the rescue squad and direct them onto the field.

From Route 355- Turn onto Campus Drive and take the first RIGHT turn. Follow the road up to the field in the center of the parking lot. There is a double gate, just past the big scoreboard on the LEFT hand side. Someone will meet the rescue squad and direct them onto the field.

Emergency Protocol- Tennis Courts

Emergency Personnel: Athletic trainer will be available during most practices and at on-site home events

Emergency Communication: Athletic trainer will always have cell phone) during practices and home events. Coaching staff will have at least one cell phone during practices and events on the field. The closest landline is located in the athletic training room.

Emergency Equipment: Emergency equipment will be kept on the gator including, medical kit, sideline kit, splint bag and AED. If the athletic trainer is inside with practices or events, the emergency equipment will be with the athletic trainer.

Role of First Responder

1. Primary survey of scene and injured student athlete(s)
2. Activation of EMS as necessary
 - a. Follow Urbana High School Emergency Protocol
3. Retrieve emergency equipment
4. Direction of EMS to injured student athlete(s)
 - a. Have EMS drive past stadium and to where special parking is for stadium (grassy area between stadium and first tennis court)
 - b. Designate one individual to meet EMS at the court nearest to stadium and direct them to the scene
 - c. Crowd control- limit access to student athlete so as not to overcrowd them

Venue Directions

From Route 80- Turn onto Campus Drive and take the fifth LEFT turn. Follow the road up around the field in the center of the lot, past the stadium entrance. There is a space between the stadium and school building, someone will meet the rescue squad there and direct them to the specific court.

From Route 355- Turn onto Campus Drive and take the first RIGHT turn. Follow the road up around the field in the center of the lot, past the stadium entrance. There is a space between the stadium and school building, someone will meet the rescue squad there and direct them to the specific court.

Emergency Protocol- Softball Field

Emergency Personnel: Athletic trainer will be available during most practices and at on-site home events

Emergency Communication: Athletic trainer will always have cell phone () during practices and home events. Coaching staff will have at least one cell phone during practices and events on the field. The closest landline is located in the athletic training room.

Emergency Equipment: Emergency equipment will be kept on the gator including, medical kit, sideline kit, splint bag and AED. If the athletic trainer is inside with practices or events, the emergency equipment will be with the athletic trainer.

Role of First Responder

1. Primary survey of scene and injured student athlete(s)
2. Activation of EMS as necessary
 - a. Follow Urbana High School Emergency Protocol
3. Retrieve emergency equipment
4. Direction of EMS to injured student athlete(s)
 - a. Open appropriate gate along the right field line, next to the visiting team dugout with master key (66-GM)
 - b. Designate one individual to meet EMS at the gate and direct them to the scene
 - c. Crowd control- limit access to student athlete so to not overcrowd them

Venue Directions

From Route 80- Turn onto Campus Drive and take the fifth LEFT turn. Follow the road up between the field in the center of the lot and the dark blue dugout. There is a double gate on the right end of the dugout, someone will meet the rescue squad there and direct them onto the field.

From Route 355- Turn onto Campus Drive and take the first RIGHT turn. Follow the road up between the field in the center of the lot and the dark blue dugout. There is a double gate on the right end of the dugout, someone will meet the rescue squad there and direct them onto the field.

Emergency Protocol- Baseball Field

Emergency Personnel: Athletic trainer will be available during most practices and at on-site home events

Emergency Communication: Athletic trainer will always have cell phone () during practices and home events. Coaching staff will have at least one cell phone during practices and events on the field. The closest landline is located in the athletic training room.

Emergency Equipment: Emergency equipment will be kept on the gator including, medical kit, sideline kit, splint bag and AED. If the athletic trainer is inside with practices or events, the emergency equipment will be with the athletic trainer.

Role of First Responder

1. Primary survey of scene and injured student athlete(s)
2. Activation of EMS as necessary
 - a. Follow Urbana High School Emergency Protocol
3. Retrieve emergency equipment
4. Direction of EMS to injured student athlete(s)
 - a. Open appropriate gate at entrance to path behind softball field home plate, with master key (66-GM)
 - b. Designate one individual to meet EMS at the gate and direct them to the scene
 - c. Crowd control- limit access to student athlete so to not overcrowd them

Venue Directions

From Route 80- Turn onto Campus Drive and take the fifth LEFT turn. Follow the road up to the first turn, just behind home plate of the softball field someone will be waiting to meet the rescue squad to direct them down to the baseball field.

From Route 355- Turn onto Campus Drive and take the first RIGHT turn. Follow the road up to the first turn, just behind home plate of the softball field someone will be waiting to meet the rescue squad to direct them down to the baseball field.

Emergency Protocol- Practice Fields

Emergency Personnel: Athletic trainer will be available during most practices and at on-site home events

Emergency Communication: Athletic trainer will always have cell phone () during practices and home events. Coaching staff will have at least one cell phone during practices and events on the field. The closest landline is located in the athletic training room.

Emergency Equipment: Emergency equipment will be kept on the gator including, medical kit, sideline kit, splint bag and AED. If the athletic trainer is inside with practices or events, the emergency equipment will be with the athletic trainer.

Role of First Responder

1. Primary survey of scene and injured student athlete(s)
2. Activation of EMS as necessary
 - a. Follow Urbana High School Emergency Protocol
3. Retrieve emergency equipment
4. Direction of EMS to injured student athlete(s)
 - a. Open appropriate gate behind home plate of the softball field, with the master key (66-GM)
 - b. Designate one individual to meet EMS at the gate and direct them to the scene
 - c. Crowd control- limit access to student athlete so to not overcrowd them

Venue Directions

From Route 80- Turn onto Campus Drive and take the fifth LEFT turn. Follow the road up to the first turn, just behind home plate of the softball field someone will be waiting to meet the rescue squad to direct them down to the practice fields.

From Route 355- Turn onto Campus Drive and take the first RIGHT turn. Follow the road up to the first turn, just behind home plate of the softball field someone will be waiting to meet the rescue squad to direct them down to the practice fields.

Concussion Protocol

If the athletic trainer is present at the time of injury, he/she is responsible for completing the concussion evaluation and determining whether EMS needs to be activated. The athletic trainer will notify the student-athlete's parent/guardian(s) and provide them with the appropriate paperwork.

If the ATC is not present at the time of injury, the Head Coach is responsible for completing the symptom checklist, determining if EMS needs to be called, notifying the student-athlete's parent/guardian(s), and providing them with the proper documentation.

The documentation needed for concussions is the "Medical Clearance for Student Athlete Suspected Head Injury". This form will be readily available in the athletic training room, medical kit and to head coaches.

Lightning/Inclement Weather Protocol

Detecting Lightning

If inclement weather is forecasted or sighted in the area, the on-site athletic trainer and administration will use both the WeatherBug and Weather.com app, and the sight/sound method to monitor for lightning strikes. Athletic Trainers will work with and communicate with the coaches and administration about the approaching inclement weather.

Safe Shelters

If lightning is in the immediate area, the athletic trainer will notify the head coach as to the status of the inclement weather and of the need to take shelter. The athletic trainer will monitor the progress of the weather. In the event that the athletic trainer is not present, the Head Coach will designate a weather "watcher." If shelter is necessary, all individuals will be sent inside the school building for appropriate shelter. If no safe shelter is within a reasonable distance, then other safe areas include: enclosed buildings, fully enclosed metal vehicles with windows up (no convertibles or golf carts).

Unsafe shelter areas: water, open fields, dugouts, golf carts, metal objects (bleachers, fences, etc.), individual tall trees, light poles.

Avoid being the highest object in an open field. All individuals have the right to leave an athletic site in order to seek a safe structure if the person feels in danger of impending lightning activity, without fear or repercussions or penalty from anyone.

Suspension and Resumption of Athletic Activities

It will be deemed safe to resume activity 30 minutes after the last lightning strike within a 10-mile radius.

Managing Care of Lightning Strike Victims

Observe the following basic first aid procedures in managing victims of a lightning strike...

1. Activate local EMS by dialing 9-1-1 and grab the AED.
 - a. Lightning victims do not “carry a charge” and are safe to touch.
2. If necessary, move the victim with care to a safer location.
3. Evaluate airway, breathing, and circulation, and begin CPR if necessary.
4. Evaluate and treat for hypothermia, shock, fractures, and/or burns.

Emergency Contact Numbers

Emergency Medical Services (EMS)-	911
UHS Main Office	240-236-7600
Frederick Health Hospital	240-566-3300
The Centers for Advanced Orthopedics	301-694-8311
Frederick Health Orthopedics and Sports Medicine	301-663-9573

Addresses of Local Health Care Facilities

Frederick Health Hospital:

400 W 7th Street, Frederick, MD 21701

Adventist HealthCare Germantown Emergency Center:

19731 Germantown Road, Germantown MD 20874

Frederick Health Urgent Care (Urbana):

3430 Worthington Boulevard Suite 101, Frederick MD 21704

Westview Urgent Care Medi Center:

5100 Buckeystown Pike #186, Frederick, MD 21704