

LINGANORE HIGH SCHOOL



Emergency Action Plan (Athletics)

Updated: July 2022

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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 Certified Athletic Trainers, Coaches, and Administrators
- Venue Directions and Protocols

Sports Medicine Team:

Certified Athletic Trainer: Collin Porter, LAT, ATC

Team Physician: Dr. Jeffery Gilsdorf

Mid-Maryland Musculoskeletal Institute

Office: (301) 694-8311

Emergency Medical Personnel: New Market Community Volunteer Fire Department or Libertytown Volunteer Fire

Emergency Number: 911

Athletic Director: Howard Putterman

Assistant Athletic Director: Rachael Easterday

Office: (240) 566-9855

Coaches and Assistant Coaches

Athletic Training Student Aides

CPR/AED Training:

The ATC, Team Physician, and Emergency Response Personnel are trained/certified in Cardiac Pulmonary Resuscitation (CPR), Automated External Defibrillator (AED), First Aid, and prevention of disease transmission. In the event that the ATC or Team Physician is not present, the Head Coach will assume the role of the first responder and provide immediate care.

Roles of the Sports Medicine Team:

- 1) Establish the safety of the scene 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):

- Preventative care for all student-athletes
- Evaluation, immediate treatment of injuries, rehabilitation, use of modalities
- Return to play decision of the injured student-athletes
- Physician referral as needed for the injured student-athletes
- Communication with parents, coaches, and physicians regarding the student-athletes
- Activation of EMS and immediate care for injured student-athletes

Role of Athletic Training Student Aides:

- Contact EMS (if instructed)
- Assist ATC in immediate care for injuries
- Retrieval of emergency equipment

Roles of the Athletic Directors/Administrators:

- Crowd control
- Secure the scene when there is an emergency situation

Roles of the Coaches:

- Provide immediate emergency care as a first responder to an injury
- Remove athletic team members from the area during an emergency
- Contact EMS (if instructed)
- Provide immediate emergency care as a first responder to an injury
- Crowd control/scene control
- Direct EMS personnel to scene and escort them from the entrance
- Accompany injured athlete in ambulance to hospital if no parent/guardian 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 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 outside the AD's office, outside the middle of main hallway in the school, and at the stadium concession stand.

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. It is the team's responsibility to ensure the med kit is stocked. If supplies are needed, contact the athletic trainer. 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. If this is not possible, emergency Epi-Pens are located in the ATC's master medical kit.

Rapid Cooling Equipment – If an athlete is suspected to have a severe heat illness issue, rapid cooling of the body should be initiated as soon as possible. (See Exertional Heat Illness EAP). LHS has two Cold Water Immersion (CWI) tubs and the ATC will carry a tarp on the gator at all times. The CWI tub will be located at the shed in the stadium with 3 10-gal coolers full of ice to submerge or douse an athlete's body in cool water. The second is located in the north east part of the football practice field with 2 10-gal coolers of ice. Additional ice water coolers can be retrieved from the athletic training room. A second inflatable CWI is going to be located in the athletic training room.

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 Medical 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 all 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.

Evaluation and Edits:

This plan will be reviewed each year in July and can be updated as needed. Updates will be documented by the Athletic Trainer and kept on file in the athletic training facility.

Linganore High School Emergency Protocol:

- 1) Call 911 and STAY CALM
- 2) Instruct EMS that there is an emergency situation at “Linganore High School _____ (field/gymnasium) located at 12013 Old Annapolis Rd, Frederick, MD 21701.”
- 3) Provide information to dispatch/EMS personnel
 - a) Name, location (address/specific field), and telephone number of caller
 - b) Number of victims, condition of victim(s)
 - c) Treatment initiated (ex. Inhaler used, CPR/AED initiated)
 - d) Specific directions to locate scene (refer to Table of Contents for site-specific directions)
 - e) Additional information requested by EMS
 - f) STAY ON THE PHONE until the dispatcher hangs up! Keep your phone with you and answer if they call back!
 - g) Provide immediate emergency care until the arrival of EMS.
- 4) Provide information to EMS upon arrival: method of injury, vital signs, treatment given, medical History.
- 5) Provide EMS with Emergency Contact Information, including parent/guardian contact info and insurance information.

Note:

- Contact Certified Athletic Trainer (if not already on site) as soon as possible.
- A member of the sports medicine team, most often an assistant coach, will accompany the athlete to the hospital unless a family member is present.
- Parents will be contacted by the Certified Athletic Trainer or coach (if ATC is unavailable)
- Inform applicable coach(es) and administration.
- Obtain medical history and insurance information.
- Communicate with Certified Athletic Trainer to ensure necessary injury reports are completed.

Emergency Telephone Numbers:

Collin Porter, ATC

Receiving Facility Frederick Health Hospital


400 W 7th Street (240) 566-3300

Frederick, MD, 21701



AED LOCATIONS

 Stadium Concession Stand

 Outside Athletic Directors Office

 Main Hallway



Emergency Protocol: Stadium/Track

Football, Soccer, Lacrosse, Track, Cross Country, Cheer

Emergency Personnel: ATC will be available during practices and on site for all home contests.

Emergency Communication: ATC will have a cellular phone during all practices and events. Coaching staff will have at least one cell phone on the field during all practices. Landline is located in the Athletic Training Facility.

Emergency Equipment: Emergency equipment will be on the gator, including medical kit, splint kit, tarp and AED. Secondary AED is located in the press box (Coaches will have keys to access the press box). Team medical kit is to be kept on the sideline during all practices and contests.

Roles of 1st Responders:

1. Primary survey of scene and injured athlete(s)
2. Activation of EMS
 - a. Follow Linganore High School Emergency Protocol
3. Retrieve emergency equipment
4. Direction of EMS to injured athlete(s)
 - a. Open appropriate gates. (Stadium gates will be unlocked during practices and home contests.)
 - b. Designate one individual to meet EMS and direct them to the scene
 - c. Crowd control: should be done limit access to the injured athlete(s) to ATC, one coach, and EMS

Venue Directions:

Turn in the stadium parking entrance and proceed to the stadium entrance located at the southeast part of the parking lot.





Emergency Protocol: Practice Field/Throwing Cage

Football, Field Hockey, Lacrosse, Track, Cross Country

Emergency Personnel: ATC will be available during practices and on site for all home contests.

Emergency Communication: ATC will have a cellular phone during all practices and events. Coaching staff will have at least one cell phone on the field during all practices. Landline is located in the Athletic Training Facility.

Emergency Equipment: Emergency equipment will be on the gator, including

medical kit, splint kit, tarp and AED. Secondary AED is located in the press box (Coaches will have keys to access the press box). Team medical kit is to be kept on the sideline during all practices and contests.

Roles of 1st Responders:

1. Primary survey of scene and injured athlete(s)
2. Activation of EMS
 - a. Follow Linganore High School Emergency Protocol
3. Retrieve emergency equipment
4. Direction of EMS to injured athlete(s)
 - a. Open appropriate gates. (Field gates will be unlocked during practices and home contests.)
 - b. Designate one individual to meet EMS and direct them to the scene
 - c. Crowd control: should be done limit access to the injured athlete(s) to ATC, one coach, and EMS

Venue Directions:

Turn in the stadium parking entrance and proceed to the practice field entrance located at the southwest part of the parking lot.





Emergency Protocol: Tennis Courts

Tennis

Emergency Personnel: ATC will be available during practices and on site for all home contests.

Emergency Communication: ATC will have a cellular phone during all practices and events. Coaching staff will have at least one cell phone on the field during all practices. Landline is located in the Athletic Training Facility.

Emergency Equipment: Emergency equipment will be on the gator, including medical kit, splint kit, tarp and AED. Secondary AED is located in the main hallway (Coach will have ID badge/Key to access the building). Team medical kit is to be kept on the sideline during all practices and contests.

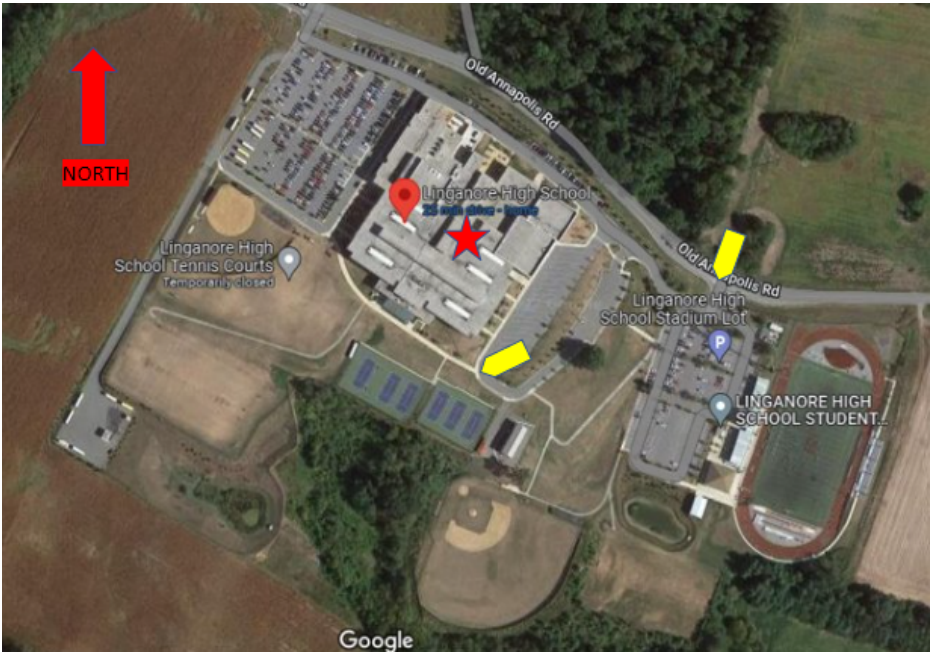
Roles of 1st Responders:

1. Primary survey of scene and injured athlete(s)
2. Activation of EMS
 - a. Follow Linganore High School Emergency Protocol
3. Retrieve emergency equipment
4. Direction of EMS to injured athlete(s)
 - a. Open appropriate gates.
 - b. Designate one individual to meet EMS and direct them to the scene
 - c. Crowd control: should be done limit access to the injured athlete(s) to ATC, one coach, and EMS

Venue Directions:

Turn in the stadium parking entrance and turn right proceed up the hill. Turn left into the bus parking lot. The tennis courts are at the southwest part of the bus parking lot.





Emergency Protocol: Baseball Field

Baseball

Emergency Personnel: ATC will be available during practices and on site for all home contests.

Emergency Communication: ATC will have a cellular phone during all practices and events. Coaching staff will have at least one cell phone on the field during all practices. Landline is located in the Athletic Training Facility.

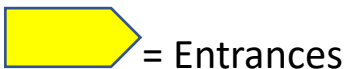
Emergency Equipment: Emergency equipment will be on the gator, including medical kit, splint kit, tarp and AED. Secondary AED is located in the press box. (Coaches will have keys to access the press box) Team medical kit is to be kept on the sideline during all practices and contests.

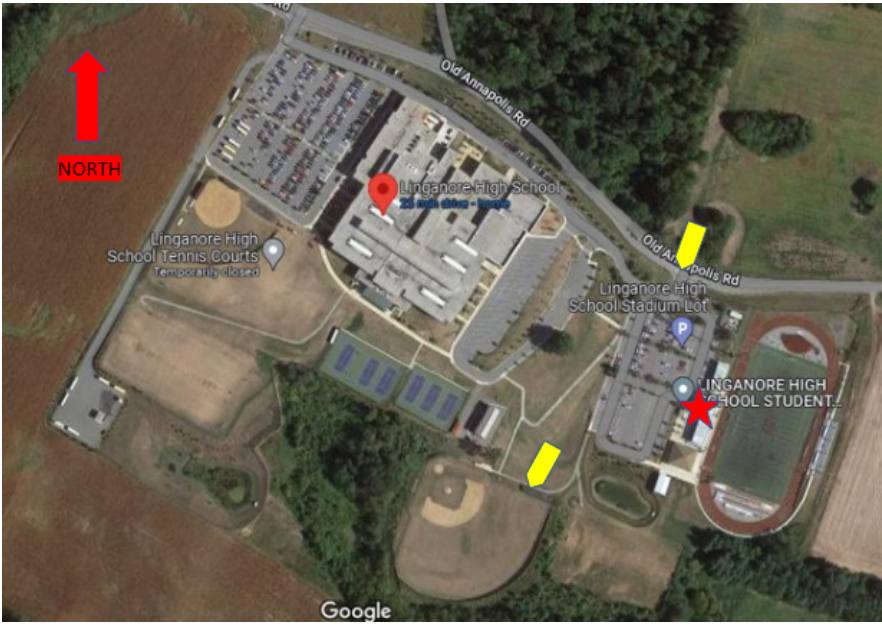
Roles of 1st Responders:

1. Primary survey of scene and injured athlete(s)
2. Activation of EMS
 - a. Follow Linganore High School Emergency Protocol
3. Retrieve emergency equipment
4. Direction of EMS to injured athlete(s)
 - a. Open appropriate gates. (Field gates will be unlocked during practices and home contests.)
 - b. Designate one individual to meet EMS and direct them to the scene
 - c. Crowd control: should be done limit access to the injured athlete(s) to ATC, one coach, and EMS

Venue Directions:

Turn in the stadium parking entrance and proceed to the southwest part of the parking lot. Follow the blacktop path to the baseball field.





Emergency Protocol: Softball Field

Softball

Emergency Personnel: ATC will be available during practices and on site for all home contests.

Emergency Communication: ATC will have a cellular phone during all practices and events. Coaching staff will have at least one cell phone on the field during all practices. Landline is located in the Athletic Training Facility.

Emergency Equipment: Emergency equipment will be on the gator, including medical kit, splint kit, tarp and AED. Secondary AED is located in the main hallway (Coaches will have keys to access the building). Team medical kit is to be kept on the sideline during all practices and contests.

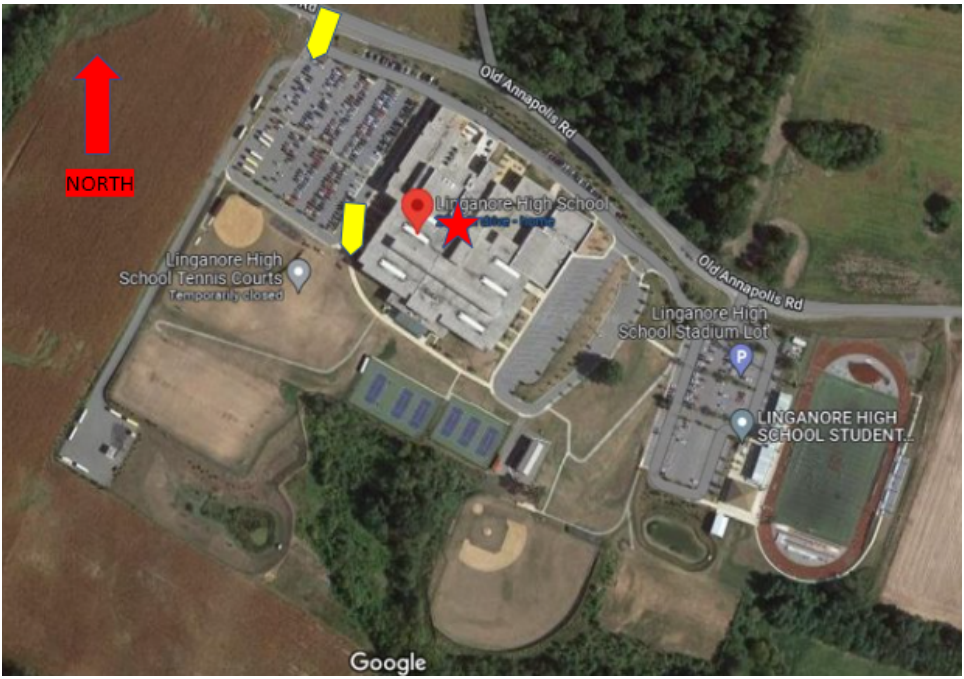
Roles of 1st Responders:

1. Primary survey of scene and injured athlete(s)
2. Activation of EMS
 - a. Follow Linganore High School Emergency Protocol
3. Retrieve emergency equipment
4. Direction of EMS to injured athlete(s)
 - a. Open appropriate gates. (Field gates will be unlocked during practices and home contests.)
 - b. Designate one individual to meet EMS and direct them to the scene
 - c. Crowd control: should be done limit access to the injured athlete(s) to ATC, one coach, and EMS

Venue Directions:

Turn in at the main entrance to the school. The softball field is located at the southwest part of the main parking lot.





Emergency Protocol: Soccer Practice Field

Soccer

Emergency Personnel: ATC will be available during practices and on site for all home contests.

Emergency Communication: ATC will have a cellular phone during all practices and events. Coaching staff will have at least one cell phone on the field during all practices. Landline is located in the Athletic Training Facility.

Emergency Equipment: Emergency equipment will be on the gator, including medical kit, splint kit, tarp and AED. Secondary AED is located in the main hallway (Coaches will have keys to access the building). Team medical kit is to be kept on the sideline during all practices and contests.

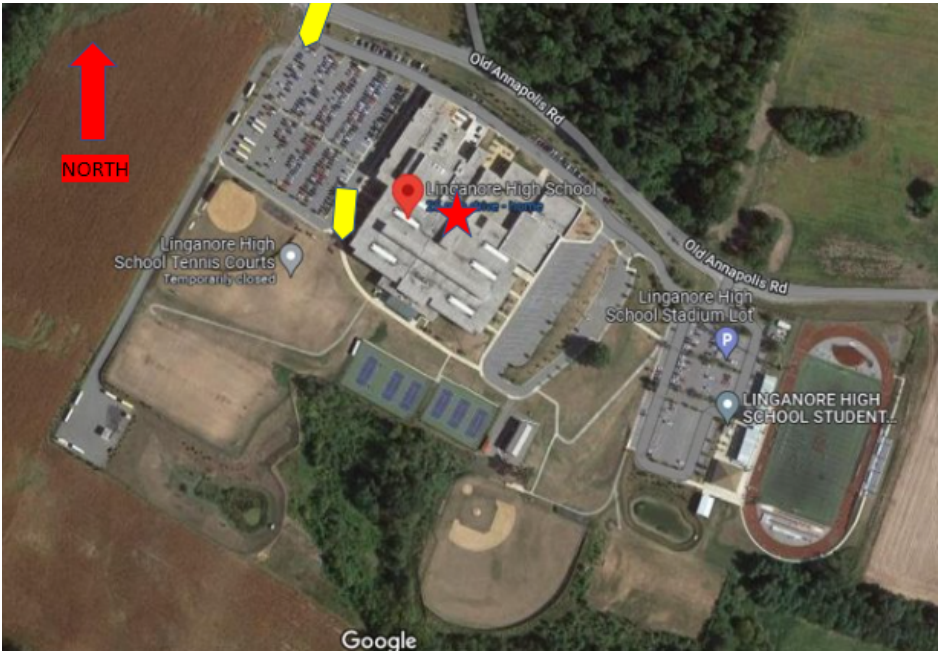
Roles of 1st Responders:

1. Primary survey of scene and injured athlete(s)
2. Activation of EMS
 - a. Follow Linganore High School Emergency Protocol
3. Retrieve emergency equipment
4. Direction of EMS to injured athlete(s)
 - a. Open appropriate gates. (Field gates will be unlocked during practices and home contests.)
 - b. Designate one individual to meet EMS and direct them to the scene
 - c. Crowd control: should be done limit access to the injured athlete(s) to ATC, one coach, and EMS

Venue Directions:

Turn in at the main entrance to the school. The soccer practice field is located at the southeast part of the main parking lot.





Emergency Protocol: Football Practice Field

Football and Lacrosse

Emergency Personnel: ATC will be available during practices and on site for all home contests.

Emergency Communication: ATC will have a cellular phone during all practices and events. Coaching staff will have at least one cell phone on the field during all practices. Landline is located in the Athletic Training Facility.

Emergency Equipment: Emergency equipment will be on the gator, including medical kit, splint kit, tarp and AED. The secondary AED is located in the main hallway (Coaches will have keys to access the building). Team medical kit is to be kept on the sideline during all practices and contests.

Roles of 1st Responders:

1. Primary survey of scene and injured athlete(s)
2. Activation of EMS
 - a. Follow Linganore High School Emergency Protocol
3. Retrieve emergency equipment
4. Direction of EMS to injured athlete(s)
 - a. Open appropriate gates. (Field gates will be unlocked during practices and home contests.)
 - b. Designate one individual to meet EMS and direct them to the scene
 - c. Crowd control: should be done limit access to the injured athlete(s) to ATC, one coach, and EMS

Venue Directions:

Turn in at the main entrance to the school. Then head to the south west part of the main parking lot. Follow the side path for buses and on the left passed the softball field is a gate to the football practice field.





Emergency Protocol: Main Gym

Basketball, Volleyball, Wrestling

Emergency Personnel: ATC will be available during practices and on site for all home contests.

Emergency Communication: ATC will have a cellular phone during all practices and events. Coaching staff will have at least one cell phone on the courts during all practices. Landline is located in the Athletic Training Facility.

Emergency Equipment: Emergency equipment will be on the gator, including medical kit, splint kit, tarp and AED. The secondary AED is located outside the Athletic Director's office (Coaches will have keys to access the building). Team medical kit is to be kept on the sideline during all practices and contests.

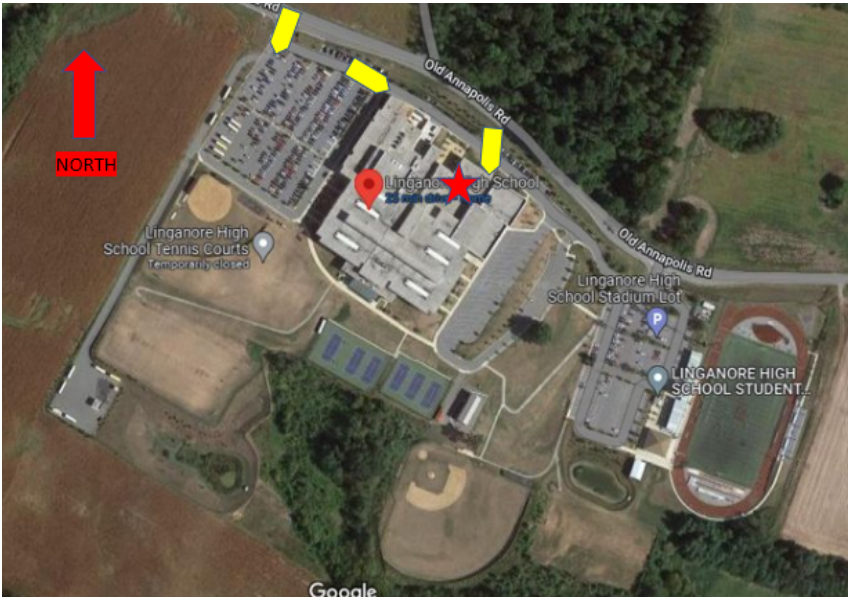
Roles of 1st Responders:

1. Primary survey of scene and injured athlete(s)
2. Activation of EMS
 - a. Follow Linganore High School Emergency Protocol
3. Retrieve emergency equipment
4. Direction of EMS to injured athlete(s)
 - a. Open appropriate doors (Athletic doors will be opened once EAP is initiated).
 - b. Designate one individual to meet EMS and direct them to the scene
 - c. Crowd control: should be done limit access to the injured athlete(s) to ATC, one coach, and EMS

Venue Directions:

Turn in the main entrance to the school. Turn left and proceed to the athletic entrance on the north side of the building. The main gym is straight ahead as you enter the building.





Emergency Protocol: Auxiliary Gym

Basketball, Volleyball, Wrestling

Emergency Personnel: ATC will be available during practices and on site for all home contests.

Emergency Communication: ATC will have a cellular phone during all practices and events. Coaching staff will have at least one cell phone on the courts during all practices. Landline is located in the Athletic Director's office.

Emergency Equipment: Emergency equipment will be on the gator, including medical kit, splint kit, tarp and AED. The secondary AED is located outside the Athletic Director's office (Coaches will have keys to access the building). Team medical kit is to be kept on the sideline during all practices and contests.

Roles of 1st Responders:

1. Primary survey of scene and injured athlete(s)
2. Activation of EMS
 - a. Follow Linganore High School Emergency Protocol
3. Retrieve emergency equipment
4. Direction of EMS to injured athlete(s)
 - a. Open appropriate doors. (Athletic doors will be opened once EAP is initiated)
 - b. Designate one individual to meet EMS and direct them to the scene
 - c. Crowd control: should be done limit access to the injured athlete(s) to ATC, one coach, and EMS

Venue Directions:

Turn in the main entrance to the school. Turn left and proceed to the athletic entrance on the north side of the building. The auxiliary gym is immediately to the left as you enter the building.



Emergency Protocol: Weight room

All Sports

Emergency Personnel: ATC will be available during practices and on site for all home contests. If ATC is not available call 911.

Emergency Communication: ATC will have a cellular phone during all practices and events. Coaching staff will have at least one cell phone on the courts during all practices. Landline is located in the Athletic Training Facility.

Emergency Equipment: Emergency equipment will be on the gator, including medical kit, splint kit, tarp and AED. Secondary AED is located outside the Athletic Director's office (Coaches will have keys to access the building).

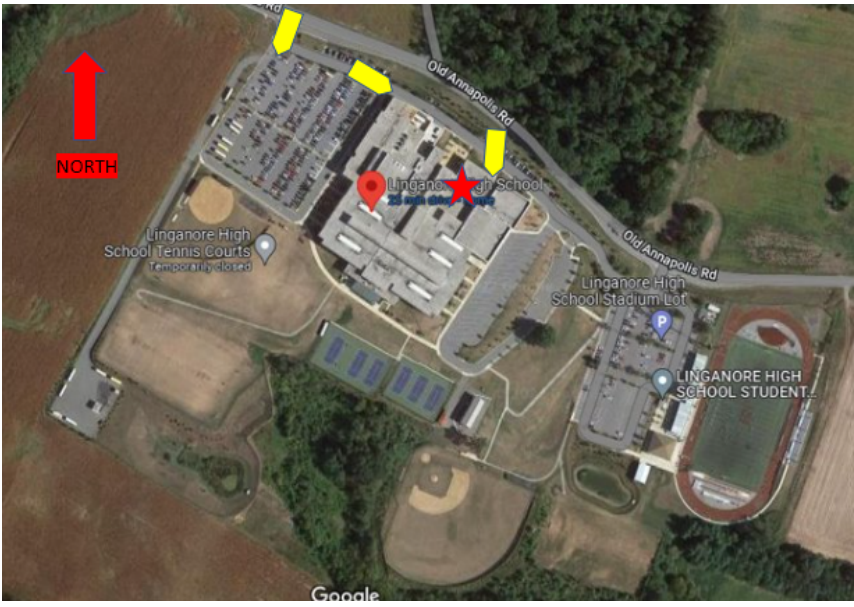
Roles of 1st Responders:

5. Primary survey of scene and injured athlete(s)
6. Activation of EMS
 - a. Follow Linganore High School Emergency Protocol
7. Retrieve emergency equipment
8. Direction of EMS to injured athlete(s)
 - a. Open appropriate doors. (Athletic doors will be opened once EAP is initiated)
 - b. Designate one individual to meet EMS and direct them to the scene
 - c. Crowd control: should be done limit access to the injured athlete(s) to ATC, one coach, and EMS

Venue Directions:

Turn in the main entrance to the school. Turn left and proceed to the athletic entrance on the north side of the building. The weight room is immediately to the right as you enter the building.





Emergency Protocol: Athletic Training Room

All Sports

Emergency Personnel: ATC will be available during practices and on site for all home contests. If ATC is not available call 911.

Emergency Communication: ATC will have a cellular phone during all practices and events. Coaching staff will have at least one cell phone on the courts during all practices. Landline is located in the Athletic Training Facility.

Emergency Equipment: Emergency equipment will be on the gator, including medical kit, splint kit, tarp and AED. Secondary AED is located outside the Athletic Director's office (Coaches will have keys to access the building).

Roles of 1st Responders:

1. Primary survey of scene and injured athlete(s)
2. Activation of EMS
 - a. Follow Linganore High School Emergency Protocol
3. Retrieve emergency equipment
4. Direction of EMS to injured athlete(s)
 - a. Open appropriate doors. (Athletic doors will be opened once EAP is initiated)
 - b. Designate one individual to meet EMS and direct them to the scene
 - c. Crowd control: should be done limit access to the injured athlete(s) to ATC, one coach, and EMS

Venue Directions:

Turn in the main entrance to the school. Turn left and proceed to the athletic entrance on the north side of the building. After entering the school go through the next set of double doors and the athletic training room is on the right.



