

Billings School District 2

STUDENTS

Student Health

Concussion Management Procedure

Pursuant to state law, the Board authorizes the Superintendent to adopt procedures implementing a concussion management program for all students who participate in a school sponsored athletic program.

Notification of Inherent Risks

Every student-athlete and his or her parent or legal guardian will be informed of the risk of suffering a concussion as a result of participation in their particular sport. By MHSA policy, the school will issue the following to each student-athlete and his or her parents/guardians:

- Concussion Fact Sheet for Athletes
- Concussion Fact Sheet for Parents
- Signs and Symptoms of Concussions Sheet
- Student-Athlete & Parent/Legal Guardian Concussion Statement

In addition, all coaches, volunteers, MOA officials and non-MOA officials will be required to complete the National Federation of State High School Associations (NFHS) class, Concussion In Sports-What You Need to Know, prior to the start of their sport's season.

Remove from Play Guidelines – (RECOGNIZE, REMOVE, REFER) – High School and Middle School

Recognize Concussion

1. All coaches will become familiar with the signs and symptoms of concussion.
2. Coaches and or AT's will provide very basic cognitive testing to determine cognitive deficits.

Remove from Activity

1. Any athlete who exhibits signs or symptoms of a concussion will be removed immediately, assessed, and will not be allowed to return to the activity that day.
2. If a coach or AT suspects that the athlete has sustained a concussion, the athlete will be removed from the activity and will not be allowed to return to the activity that day.

Refer the Athlete for Medical Evaluation – High School

1. Coaches will report all head injuries to the Certified Athletic Trainer (AT), as soon as possible, for medical assessment and management, and for coordination of home instructions and follow-up care.
2. The AT will be responsible for contacting the athlete's parents and providing follow-up instructions.
3. The AT will write up an accident/injury report. A copy of that report will be given to the parent or legal guardian and to the Activities Office.
4. Coaches will seek assistance from the host site AT if at an away contest.
5. If the AT is unavailable, or the athlete is injured at an away event in which the AT is not present, the coach is responsible for notifying the athlete's parents
6. The athlete will be supervised at all times and will not be allowed to drive home. The AT or coach will make arrangements for the parent or legal guardian or adult responsible party as dictated by the parents or guardians to pick up the athlete at school.
7. The AT or coach will make sure that all contact information is correct so that a follow-up can be initiated.
8. The AT or coach will remind the athlete to report directly to his or her school administrator (assistant principal) on the day he or she returns to school after the injury.
9. In the event that an athlete's parents cannot be reached, and the athlete is able to be sent home (rather than directly to MD):
 - a) The coach or AT should ensure that the athlete will be with a responsible individual, who is capable of monitoring the athlete and understanding the home care instructions, before allowing the athlete to go home.
 - b) The coach or AT should continue efforts to reach the parent.
 - c) If there is any question about the status of the athlete, or if the athlete is not able to be monitored appropriately, the athlete should be referred to the emergency department for evaluation. A coach or AT should accompany the athlete and remain with the athlete until the parents arrive.
 - d) Again, athletes with suspected head injuries will not be permitted to drive home.

Refer the Athlete for Medical Evaluation – Middle School

1. Coaches will report all head injuries to the parent/guardian, as soon as possible, for coordination of follow-up care.
2. The coach will write up an accident/injury report. A copy of that report will be given to the parent or legal guardian and to the school administrator in charge.
3. The athlete will be supervised at all times while the coach makes arrangements for the parent or legal guardian or adult responsible party as dictated by the parents or guardians, to pick up the athlete at school.
4. The coach will make sure that all contact information is correct so that a follow-up can be initiated.

5. The coach will remind the athlete to report directly to his or her school administrator, on the day he or she returns to school after the injury.
6. In the event that an athlete's parents cannot be reached, and the athlete is able to be sent home (rather than directly to MD):
 - e) The coach should ensure that the athlete will be with a responsible individual, who is capable of monitoring the athlete and understanding the home care instructions, before allowing the athlete to go home.
 - f) The coach should continue efforts to reach the parent.
7. If there is any question about the status of the athlete, or if the athlete is not able to be monitored appropriately, the athlete should be referred to the emergency department for evaluation. A coach should accompany the athlete and remain with the athlete until the parents arrive.

Treatment and Rehabilitation Process – High School and Middle School

It is vital that a clear plan for follow-up care is in place and followed closely by all members of the school, coaching staff, student-athlete and parents. The following steps will be in place to ensure that the best possible care and attention is given to our student-athlete in this recovery phase.

- ❖ The student-athlete will report directly to his or her school administrator or other school personnel as determined by the school administrator,(possibly the guidance counselor), on the day he or she returns to school after the injury.
- ❖ That administrator will put together a concussion management team consisting of the school nurse, the student's counselor, and the student's teachers.
- ❖ This team will review the individualized health care plan as written by the student's physician. Academic accommodations will be put in place and followed closely. The accommodations will be monitored and modified as needed based on the student's symptoms and their treating provider's recommendations.
- ❖ The student-athlete will be monitored on a regular basis throughout the school day. All post-concussion syndrome symptoms displayed by the student will be reported to the school nurse or school administrator.

Return to Play (RTP) Procedures – High School and Middle School

The student-athlete must meet all of the following criteria in order to progress back into the activity.

- Must be asymptomatic at rest and with exertion (including mental exertion in school)
AND:
- Within normal range of baseline of post-concussion ImpACT testing, AND:
- The attached Concussion Progression to Play Protocol & Clearance Form must be followed closely and signed appropriately at all stages of the progression, including

written clearance from a Licensed Medical Health Professional. Note: For the purposes of this policy and to ensure the appropriate professional training to properly assess a concussion injury, a Licensed Medical Health Professional will be defined as a Medical Healthcare Provider holding the following certifications: MD, DO, PA-C, FNP and who has been properly trained in the evaluation and management of concussion as is described in the Dylan Steiger Protection of Youth Athletes Act.

- Once the above criteria are met, the athlete will be progressed back to full activity following a stepwise process, (as recommended by both the Zurich and NATA Statements), under supervision of the coach or AT.
- Progression is individualized, and will be determined on a case-by-case basis. Factors that may affect the rate of progression include: previous history of concussion, duration and type of symptoms, age of the athlete, and sport/activity in which the athlete participates. An athlete with a prior history of concussion, one who has had an extended duration of symptoms, or one who is participating in a collision or contact sport may be progressed more slowly based on their treating provider's recommendations.
- Stepwise progression as described in the Zurich Statement:
 1. No activity – do not progress to step 2 until asymptomatic.
 2. Light aerobic exercise – walking, stationary bike.
 3. Sport-specific training (e.g., skating in hockey, running in soccer).
 4. Non-contact training drills.
 5. Full-contact training after medical clearance
 6. Return to play.
 7. NOTE: If the athlete experiences post-concussion symptoms during any phase, the athlete should drop back to the previous asymptomatic level and resume the progression after 24 hours.
 8. The coach or AT and athlete will discuss appropriate activities for the day. The athlete will be given verbal and written instructions regarding permitted activities. The coach or AT and athlete will each sign these instructions. One copy of this form is for the athlete to give to the coach, and one will be maintained by the AT.
 9. The athlete will see the coach or AT daily for re-assessment and instructions until he or she has progressed to unrestricted activity and been given a written report to that effect, from the AT.
 10. NOTE: For high school student-athletes, the final decision on return to play will come from the AT, regardless of the signature from the primary care physician. "When in doubt, hold them out".
 11. NOTE: For middle school student-athletes, the final decision on return to play will be determined by the coach in collaboration with the parent or legal guardian. Coaches will communicate daily with parents as the player progresses back toward full recovery. Any time a coach feels like a student-athlete is still experiencing the symptoms of a concussion, he or she will refer that student back to their physician. "When in doubt, hold them out."

ImPACT (Immediate Post-concussion Assessment and Cognitive Testing)

School District #2 will purchase and use the ImPACT Concussion Management Program. This program will be implemented under the following conditions:

- Mandatory baseline testing of all high school athletes who participate in our high impact sports (football, soccer, volleyball, basketball, wrestling, softball, and track pole vault).
- Mandatory testing of all middle school football participants.
- Student-athletes will be given the baseline test every two years with the exception that middle school football players will be retested when they enter as freshmen.
- The goal will be to eventually gather the resources to baseline test every high school student-athlete.
- ImPACT will include post-injury testing.

Baseline and post-injury testing information will be made available upon parental request to their physician of choice.

Cross References: 310-F1 Student-Athlete and Parent/Legal Custodian Concussion Statement

Legal References: Senate Bill 112 (2013 Legislature)

Procedure History:

Issued by Superintendent: September 16, 2013

Effective on: September 16, 2013

Revised on: