

Emergency Action Plan Worksheet – Event Staff

Activity:

Location:

1

911 TEAM



CALL 911

CALL 911. Explain emergency. Provide location.

	EVENTS	
Closest Phone		
EMS Access Point		
Street Intersection		
MEET AMBULANCE at EMS Access Point. Take to victim.		
	EVENTS	
EMS Access Point		
Street Intersection		
CALL CONTACTS. Provide location and victim's name.		
	NAME	CELL
Athletic Trainer		
Athletic AD		
Principal		

2

CPR/AED TEAM



START CPR

1. Position person on back.
2. Put one hand on top of the other on middle of person's chest. Keeping arms straight, push hard and fast, 100 presses/minute. Let chest completely recoil after each compression.
3. Take turns with other responders as needed

Responder 1

Responder 2

Responder 3

WHEN AED ARRIVES, TURN IT ON AND FOLLOW VOICE PROMPTS

1. Remove clothing from chest.
2. Attach electrode pads as directed by voice prompts.
3. Stand clear while AED analyzes heart rhythm.
4. Keep area clear if AED advises a shock.
5. Follow device prompts for further action.
6. After EMS takes over, give AED to Athletic Administrator for data download.

3

AED TEAM



GET THE AED

EVENTS

Closest AED

GET THE ATHLETIC TRAINER

Typical location

CALL 911 for all medical emergencies. If unresponsive and not breathing normally, begin CPR and get the AED.

Emergency Action Plan Worksheet – Student Response Team

Coach/Advisor Name: _____

Activity: _____

Level: _____

1 911 TEAM



CALL 911

CALL 911. Explain emergency. Provide location.

PRACTICE	EVENTS
Closest Phone	
EMS Access Point	
Street Intersection	
Student 1	
Student 2	

MEET AMBULANCE at EMS Access Point. Take to victim.

PRACTICE	EVENTS
Entry Door/Gate	
Student 1	
Student 2	

CALL CONTACTS. Provide location and victim's name.

NAME	CELL
Athletic Trainer	
Athletic AD	
Student 1	
Student 2	

2 CPR/AED TEAM



START CPR

- Position person on back.
- Put one hand on top of the other on middle of person's chest. Keeping arms straight, push hard and fast, 100 presses/minute. Let chest completely recoil after each compression.
- Take turns with other responders as needed

Coach

Student 1

Student 2

Student 3

WHEN AED ARRIVES, TURN IT ON AND FOLLOW VOICE PROMPTS

- Remove clothing from chest.
- Attach electrode pads as directed by voice prompts.
- Stand clear while AED analyzes heart rhythm.
- Keep area clear if AED advises a shock.
- Follow device prompts for further action.
- After EMS takes over, give AED to Athletic Administrator for data download.

3 AED TEAM



GET THE AED

PRACTICE	EVENTS
Closest AED	
Student 1	
Student 2	

GET THE ATHLETIC TRAINER

Typical location	
Student 1	
Student 2	

CALL 911 for all medical emergencies. If unresponsive and not breathing normally, begin CPR and get the AED.

4

HEAT STROKE TEAM



PREPARE TUB DAILY

PRACTICE	EVENTS
Tub Location	
Water Source Location	
Ice Source Location	
Ice Towel Location	
Student 1	
Student 2	

PRACTICE	EVENTS
Student 1	
Student 2	

- Remove equipment/excess clothing. Move to shade.
- Immerse athlete into cold ice water tub, stir water.
 - *If no tub: cold shower or rotating cold, wet towels over the entire body
- Monitor vital signs.
- Cool First, Transport Second.
 - a. Cool until rectal temperature reaches 102°F if ATC or MD is available.
 - b. If no medical staff, cool until EMS arrives.