

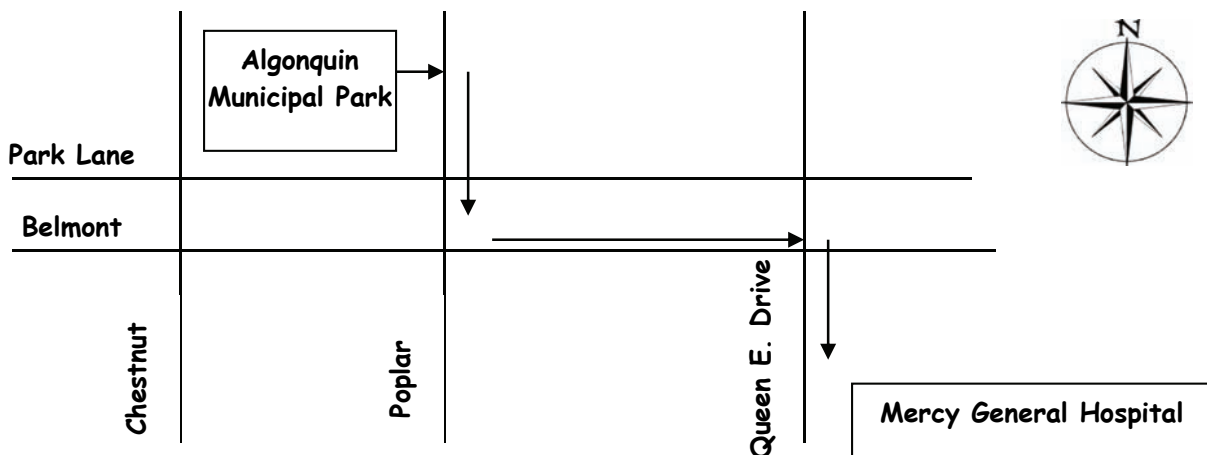
Sample Emergency Action Plan

Contact Information

Attach the medical profile for each athlete and for all members of the coaching staff, as well as sufficient change to make several phone calls if necessary. The EAP should be printed two-sided, on a single sheet of paper.

Emergency phone numbers:	9-1-1 for all emergencies
Cell phone number of coach	(xxx) xxx-xxxx
Cell phone number of assistant coach:	(xxx) xxx-xxxx
Phone number of home facility:	(xxx) xxx-xxxx
Address of home facility:	Algonquin Municipal Park 123 Park Lane, between Chestnut St. and Poplar St. City, Province/Territory, Postal Code
Address of nearest hospital:	Mercy General Hospital 1234 Queen Elizabeth Drive City, Province/Territory, Postal Code
Charge person (1 st option):	Suzy Chalmers (coach)
Charge person (2 nd option)	Joey Lemieux (assistant coach)
Charge person (3 rd option):	Angela Stevens (parent, nurse, usually on site)
Call person (1 st option):	Brad MacKenzie (parent, cell xxx-xxxx)
Call person (2 nd option)	Sheila Stevens (parent, cell xxx-xxxx)
Call person (3 rd option):	Stefano Martinez (parent, cell xxx-xxxx)

Directions to Mercy General Hospital from Algonquin Municipal Park



Sample Emergency Action Plan (cont'd)

Roles and Responsibilities

Charge Person

- Reduce the risk of further harm to the injured person by securing the area and sheltering the injured person from the elements
- Designate who is in charge of the other athletes. If nobody is available for this task, cease all activities and ensure that athletes are in a safe area.
- Protect yourself (wear gloves if in contact with body fluids such as blood)
- Assess ABCs (check that the airway is clear, breathing is present, a pulse is present, and there is no major bleeding)
- Wait by the injured person until EMS arrives and the injured person is transported
- Fill in an accident report form

Call Person

- Call for emergency help
- Provide all necessary information to dispatch (e.g. facility location, nature of injury, description of first aid that has been done, allergies and other medical problems for that athlete)
- Clear any traffic from the entrance/access road before ambulance arrives
- Wait by the driveway entrance to the facility to direct the ambulance when it arrives
- Call the emergency contact person listed on the injured person's medical profile