

Emergency Action Plan (EAP) for Lexington Catholic High School Athletics

Emergency Personnel

Certified Athletic Trainers, Coaches, and Administrators will be on site for all in-season team practice/competitions.

Emergency Communication

Cellular phones will be used by the athletic training staff, coaches, and administrators to initiate emergency action plan. Land lines are available for emergency use within the Football Field House and the Bueter Gym Athletic Training Rooms, and respective sports coaches' offices. Neither spectators nor family members should initiate emergency action.

Emergency Equipment

Medical Kits with proper supplies for first aid care will be supplied to coaches at the beginning of their seasons and will be available for all team practices and away games when an athletic trainer is not present. Automated External Defibrillators (AED), Splint Bags, Crutches, and any other emergency equipment needed will be kept on the sideline and/or in Football Field House Training Room and the Bueter Gym Athletic Training Room.

Emergency Contact Information

Barbara Winters (Head Athletic Trainer)

Training Room: (859) 277-7183 x305
Cell: (859) 619-7085

Heather Mattocks-Greene (Football Athletic Trainer)

Training Room: (859) 277-7183 x247
Cell: (859) 351- 5185

Kevin Bruggeman (Athletic Director)

Cell: (859) 321-5108

Lexington Catholic (859) 277-7183 x254 or x271

Bueter Gym Athletic Training Room

Office: (859) 277-7183 x305

Football Field House Athletic Training Room

Office: (859) 277-7183 x24

Ambulance/Emergency Services ----- 911

Role of the Emergency Care Providers Other than Athletic Trainer

The Emergency care providers (1st responders) are considered to be all coaches (trained in CPR/1st aid) and administrative staff who will be assisting the Certified Athletic Trainer (ATC) at the time of an emergency. The first responder should notify the certified athletic trainer if an emergency occurs, and, if instructed to do so by ATC, call 911. If an ATC is unavailable or detained:

1. Provide immediate care of injured/ill athlete
2. Retrieve appropriate equipment
3. Activation of Emergency Action Plan (EAP)
 - i. Call 911
 - ii. Provide name
 - iii. Provide address or location
 - iv. Provide phone number
 - v. Provide number of individuals injured/ill
 - vi. Provide current care/1st aid being rendered
 - vii. Provide specific directions to location
 - viii. Answer any questions the operator may have
4. Notify other administration as necessary
5. Direct EMS to scene:
 - i. Open appropriate doors/gates
 - ii. Designate individual to direct EMS to exact location
6. Limit entry to just medical staff
7. Answer questions/assist EMS as needed
8. Control Traffic/Observers to allow EMS to work
9. Keep other players clear of the area
10. Communicate with injured athlete's family as to the status of injury
 - i. Designate someone on staff to communicate directly with the family
11. Assist EMS, as necessary.

Guidelines for A Serious On-Field Injury

These guidelines have been recommended for NFL officials and have been shared with NCAA Championship Staff. (*NCAA Sports Medicine Handbook*)

- a. Players and coaches should go to and remain in the bench area once medical assistance arrives. Adequate lines of vision between the medical staffs and all available emergency personnel should be established and maintained.
- b. Players, parents, and non-authorized personnel should be kept a significant distance away from the seriously injured player(s). (Parents of the injured player will be advised as soon as the situation is under control.)
- c. Players or non-medical personnel should not touch, move, or roll an injured player.
- d. Players should not try to assist a teammate who is lying on the field or court. Do not remove or loosen equipment or clothing or attempting to assist breathing by elevating the waist).

- e. Players should not pull an injured teammate or opponent from a pile-up.
- f. Medical staff assisting an injured player must be allowed to perform services without interruption or interference.
- g. Players and coaches should avoid dictating medical services to athletic trainers, team physicians or emergency medical personnel. A coach should be available to respond to requests from the medical team but should not interrupt those treating the athlete.

Emergency Procedures at an Away Event

- a. The traveling Certified Athletic Trainer will provide emergency care to all LCHS athletes.
- b. The Coach is responsible for providing **basic 1st Aid** if a LCHS athletic trainer is not with the team.
- c. The Coach will defer to the host team's athletic training staff if available. The host athletic trainer will activate their emergency action plan if needed.
- d. If the injured athlete needs transportation to a hospital, a parent or a representative of LCHS (i.e. a coach or assistant coach) will accompany the athlete. The athlete is NOT to be sent to the hospital alone, with a teammate or another student. The consent to treat form must go with the injured athlete should a parent not be present.
- e. Contact LCHS Athletic Trainer and the Athletic Director upon return to the school (or sooner if possible) to notify them of who was injured, as well as, the extent of the injury.

Automated External Defibrillator Policy

- a. In the event the emergency action plan is activated for a cardiac emergency, an AED unit is centrally located in the Bueter and Field House Athletic Training Rooms under the designated sign on the wall. The athletic training staff will have an on-field AED at contests.
- b. If there is more than one home game occurring on the LCHS Campus, the AEDs will be placed at the contests with the higher risk of injury.
- c. Should the AED be needed at another event or outdoor athletic facility, a cell phone should be used to communicate with the athletic trainer with the AED. The athletic trainer will then promptly transport the AED to the appropriate field.

- d. If a cardiac emergency occurs and the athletic training AED is unavailable. Dial 911 and initiate the Emergency Action Plan.

<u>Lightning/Severe Weather Policy</u>

These guidelines are for the protection of all individuals from severe weather. These guidelines are in compliance with the NCAA and KHSAA severe weather policies.

- a. The Lexington Catholic High School (LCHS) chain of command that will identify when to remove individuals from the field is as follows; Certified Athletic Trainer, a member of LCHS Administration, game official, and a coach
- b. When removing athletes from the playing field they must be moved to a safe shelter. For LCHS athletic fields the following have been identified as safe shelters for on-campus athletic facilities.
 - Football: Fieldhouse (respective locker rooms)
 - Soccer: Fieldhouse (respective locker rooms)
 - Softball: Fieldhouse (respective locker rooms)
 - Lacrosse: Fieldhouse (respective locker rooms)
 - Baseball: Baseball locker rooms and/or the Beuter Gym
 - Tennis, Track, Cross Country: If no safe shelters are readily available, all athletes must resort to the closest vehicle.
- c. Use the 30-30 rule for lightning. When a flash of lightning occurs within 30 seconds of the sound of thunder, individuals need to be in shelter.
- d. If activities are suspended, a waiting period of at least 30 minutes following the last sound of thunder or lightning flash prior to resuming an outdoor activity.
- e. Do not take shelter under or near trees, flag poles or light poles. Stay away from metal bleachers.
- f. If an individual feels their hair stand on end, skin tingle, or hear crackling noises, assume the lightning safe position (crouch on the ground, weight on the balls of the feet, feet together, head lowered and ears covered). Do not lay flat on the ground.
- g. Observe the following basic first aid procedures in managing victims of lightning strikes:
 - i. Survey the scene for safety.
 - ii. Activate EMS
 - iii. Evaluate airway, breathing, and circulation, and begin CPR if necessary.

- iv. Evaluate and treat for shock, burns, hypothermia, or other injuries.

- h. Anyone has 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 of repercussions or penalty.

<u>Heat Illness Policy</u>

Every precaution will be taken to prevent exercise induced heat illness in Lexington Catholic athletes. Understanding the signs and symptoms of heat illness is critical, and can be properly treated when signs and symptoms of heat illness are accurately recognized. Tips on preventing heat related illnesses and recognizing signs and symptoms will be detailed below, along with Lexington Catholic High School's Policy on avoiding heat illness.

Lexington Catholic High School and Lexington Clinic Sports Medicine follow procedures and recommendations set forth by the Kentucky High School Athletic Association (KHSAA), Kentucky Medical Association (KMA), and National Athletic Trainers Association (NATA). These procedures and recommendations are designed to assist schools in implementing appropriate procedures for the prevention of heat illnesses and procedures for treating conditions that result from heat exposure.

A critical element in the prevention of heat illness is attention to environmental conditions. The KHSAA and KMA have outlined general procedure for determining the temperature and relative humidity on the practice/game fields of play. Below are excerpts from the "KMA/KHSAA Procedure for Avoiding Heat Injury/Illness through Analysis of Heat Index and Restructuring of Activities" outlining the general procedures, procedures for indoor/outdoor venues, and procedures for testing. These procedures are followed at Lexington Catholic High School.

"General Procedure: The procedure calls for the determination of the Temperature and Relative Humidity at the practice/contest site using a digital sling psychrometer. It is important to note that the media-related temperature readings (such as the Weather Channel, local radio, etc), or even other readings in the general proximity are not permitted as they may not yield defensible results when considering the recommended scale. The readings must be made at the site."

"Indoor and Outdoor Venues: ...the Kentucky Medical Association Committee on Physical Education and Medical Aspects of Sports has advised the KHSAA that indoor sports, particularly in times of year or facilities where air conditioning may not be available, should be included in the testing. Such has been approved by the Board of control as policy requirement. The recommendations contained in this package clearly cover both indoor and outdoor activity, as well as, contact and non-contact sports."

"Procedure for Testing: Thirty (30) minutes prior to the start of activity, temperature and humidity readings should be taken at the practice/competition site. The information should be recorded on the KHSAA FORM GE20 and these records shall be available for inspection upon request. All schools will be required to submit these forms...The temperature and humidity should be factored into the Heat Index Calculation and Chart and a determination made as to the Heat Index. If a school is utilizing a digital sling psychrometer that calculates the Heat Index,

that number may be used to apply to the regulation table. If a reading is determined whereby activity is to be decreased (above 95 degrees Heat Index), then re-readings would be required every thirty (30) minutes to determine if further activity should be eliminated or preventative steps taken, or if and increase level of activity can resume.

<u>Cold Weather Policy</u>

Cold exposure can be uncomfortable and impair performance. Preventative measures include:

- a. Warm-up thoroughly and keep warm throughout practice or competition. After the game add clothing to avoid rapid cooling.
- b. Dress in layers and try to stay dry. Layers can be added or removed depending on activity, temperature, and wind chill.
- c. Maintain energy levels by using energy snacks. (Power bars, granola bars, and carbohydrate' electrolyte sport drinks. (Gatorade, Propel, PowerAide)

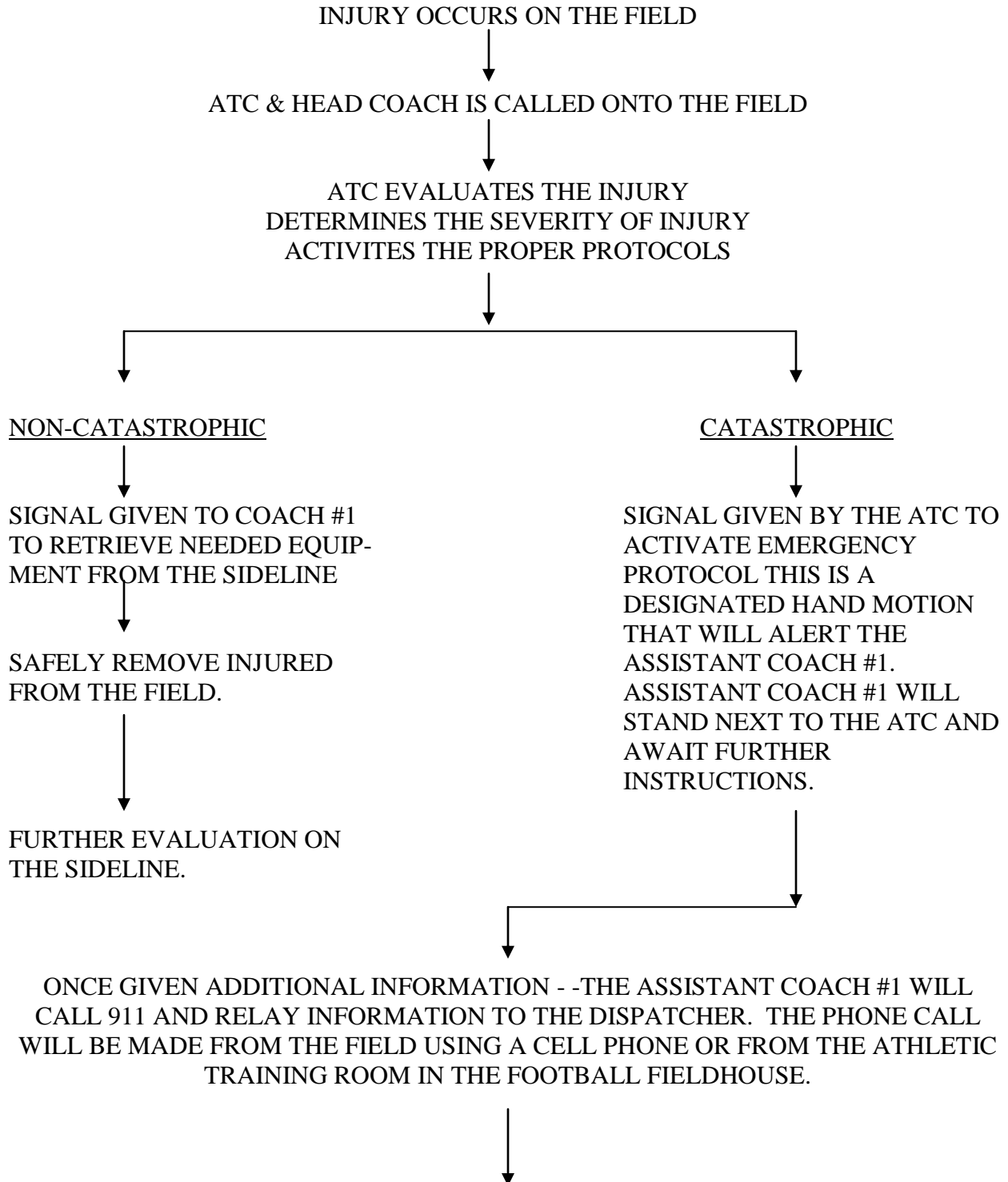
Certified Athletic Trainer: _____ **Date:** _____

Athletic Director: _____ **Date:** _____

Coach: _____ **Date:** _____

Emergency Procedures for Lexington Catholic High School
Athletic Sites

FOOTBALL, SOCCER and LACROSSE



THE ASSISTANT COACH #1 WILL ALSO INSTRUCT THE DISPATCHER AT WHICH LOCATION TO ENTER THE FIELD.



THE HEAD COACH'S RESPONSIBILITY IS TO CONSOLE THE ATHLETE AND ASSISTING THE ATC



ASSISTANT COACH #1 AND ASSISTANT COACH #2 WILL CLEAR A PATHWAY (OPEN GATE) FOR AND MEET THE EC UNIT AT THE FRONT OF THE SCHOOL



ALL OTHER COACHES WILL CONTROL THE SIDELINE AND CROWD.



THE ATHLETIC DIRECTOR'S RESPONSIBILITY IS TO CONSOLE AND INFORM THE PARENTS OF THE INJURED ATHLETE AS TO WHAT IS OCCURING



ATC, PHYSICIANS, & PARAMEDICS WILL PACKAGE THE INJURED ATHLETE FOR TRANSPORTATION.



TRANSPORT TO THE HOSPITAL



NOTIFY PRINCIPAL AND PRESIDENT OF THE SCHOOL

ENTRANCES ONTO THE FOOTBALL FIELD (2):

ENTRANCE #1:

Enter front of Lexington Catholic High School on first entrance (Coming up Harrodsburg Rd. from St. Joseph Hospital). Turn Left and travel to back of school. Continue straight onto the Football field through the gate.

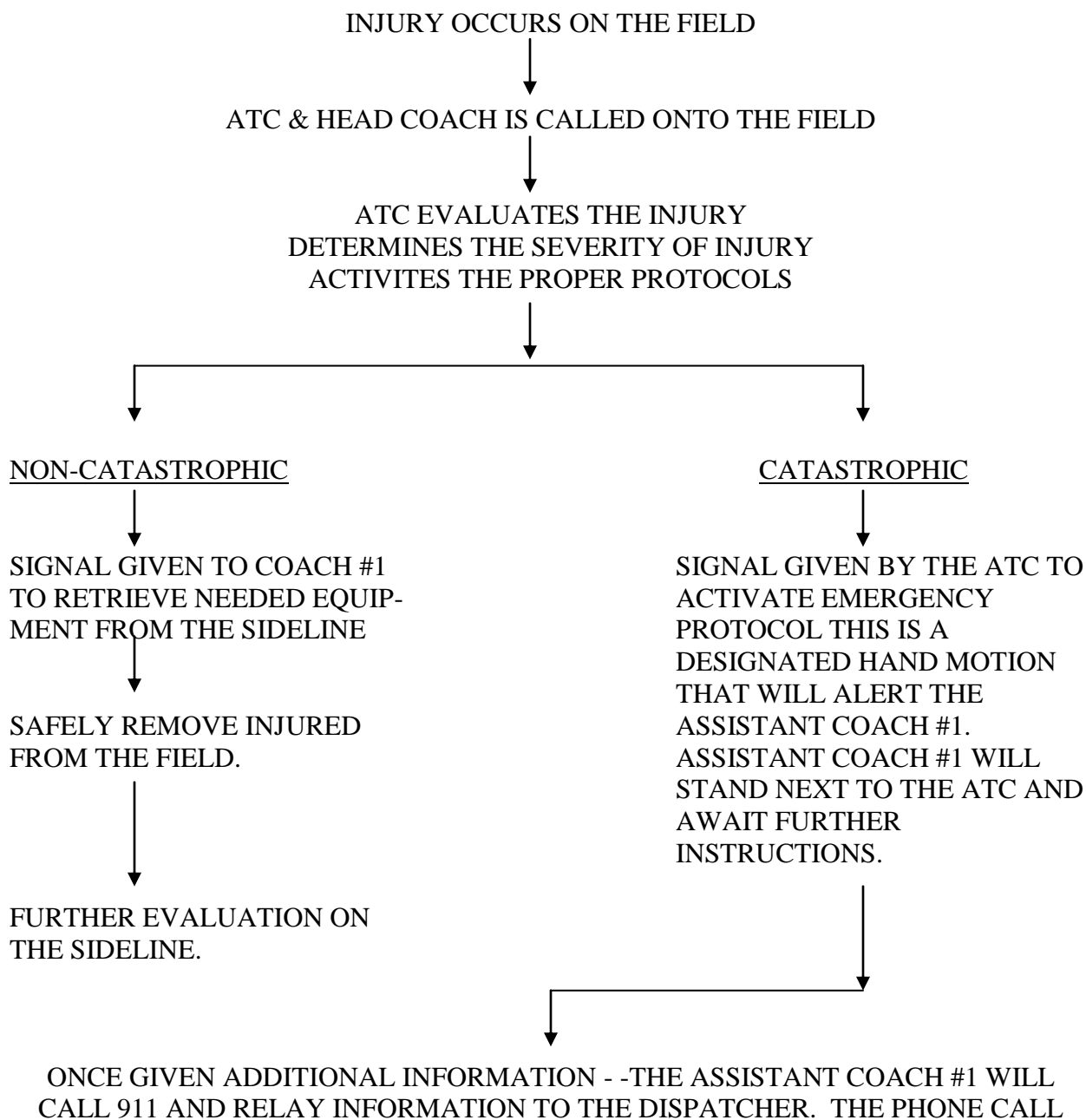
ENTRANCE #2:

Enter front of Lexington Catholic High School on second entrance (Coming up Harrodsburg Rd. from St. Joseph Hospital). Turn right and travel to back of school. Continue straight onto the baseball field through the gate.

Someone will be at the front of the school to direct you to the location of the injured athlete.

**Emergency Procedures for Lexington Catholic High School
Athletic Sites**

BASEBALL



WILL BE MADE FROM THE FIELD USING A CELL PHONE OR FROM THE ATHLETIC TRAINING ROOM IN THE FOOTBALL FIELDHOUSE.

↓
THE ASSISTANT COACH #1 WILL ALSO INSTRUCT THE DISPATCHER AT WHICH LOCATION TO ENTER THE FIELD.

↓
THE HEAD COACH'S RESPONSIBILITY IS TO CONSOLE THE ATHLETE AND ASSISTING THE ATC

↓
ASSISTANT COACH #1 AND ASSISTANT COACH #2 WILL CLEAR A PATHWAY (OPEN GATE) FOR AND MEET THE EC UNIT AT THE FRONT OF THE SCHOOL

↓
ALL OTHER COACHES WILL CONTROL THE SIDELINE AND CROWD.

↓
THE ATHLETIC DIRECTOR'S RESPONSIBILITY IS TO CONSOLE AND INFORM THE PARENTS OF THE INJURED ATHLETE AS TO WHAT IS OCCURING

↓
ATC, PHYSICIANS, & PARAMEDICS WILL PACKAGE THE INJURED ATHLETE FOR TRANSPORTATION.

↓
TRANSPORT TO THE HOSPITAL

↓
NOTIFY PRINCIPAL AND PRESIDENT OF THE SCHOOL

ENTRANCES ONTO THE BASEBALL FIELD (1):

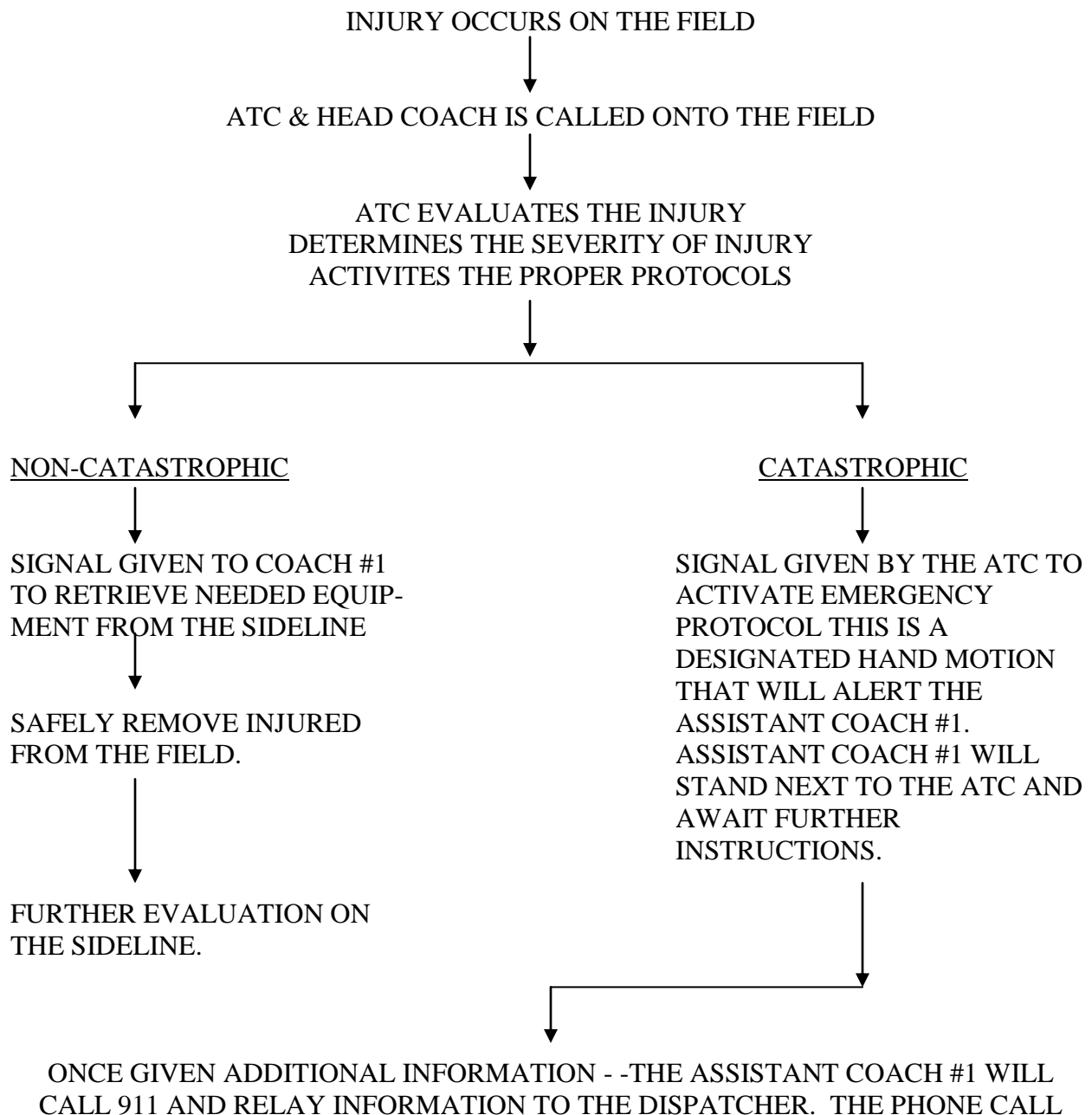
ENTRANCE #1:

Enter front of Lexington Catholic High School on second entrance (Coming up Harrodsburg Rd. from St. Joseph Hospital). Turn right and travel to back of school. Continue straight onto the baseball field through the gate.

Someone will be at the front of the school to direct you to the location of the injured athlete.

Emergency Procedures for Lexington Catholic High School
Athletic Sites

SOFTBALL



WILL BE MADE FROM THE FIELD USING A CELL PHONE OR FROM THE ATHLETIC TRAINING ROOM IN THE FOOTBALL FIELDHOUSE.

↓
THE ASSISTANT COACH #1 WILL ALSO INSTRUCT THE DISPATCHER AT WHICH LOCATION TO ENTER THE FIELD.

↓
THE HEAD COACH'S RESPONSIBILITY IS TO CONSOLE THE ATHLETE AND ASSISTING THE ATC

↓
ASSISTANT COACH #1 AND ASSISTANT COACH #2 WILL CLEAR A PATHWAY (OPEN GATE) FOR AND MEET THE EC UNIT AT THE FRONT OF THE SCHOOL

↓
ALL OTHER COACHES WILL CONTROL THE SIDELINE AND CROWD.

↓
THE ATHLETIC DIRECTOR'S RESPONSIBILITY IS TO CONSOLE AND INFORM THE PARENTS OF THE INJURED ATHLETE AS TO WHAT IS OCCURING

↓
ATC, PHYSICIANS, & PARAMEDICS WILL PACKAGE THE INJURED ATHLETE FOR TRANSPORTATION.

↓
TRANSPORT TO THE HOSPITAL

↓
NOTIFY PRINCIPAL AND PRESIDENT OF THE SCHOOL

ENTRANCES ONTO THE SOFTBALL FIELD (2):

ENTRANCE #1:

Enter front of Lexington Catholic High School on first entrance (Coming up Harrodsburg Rd. from St. Joseph Hospital). Turn Left and travel to back of school. Continue straight onto the Football field through the gate.

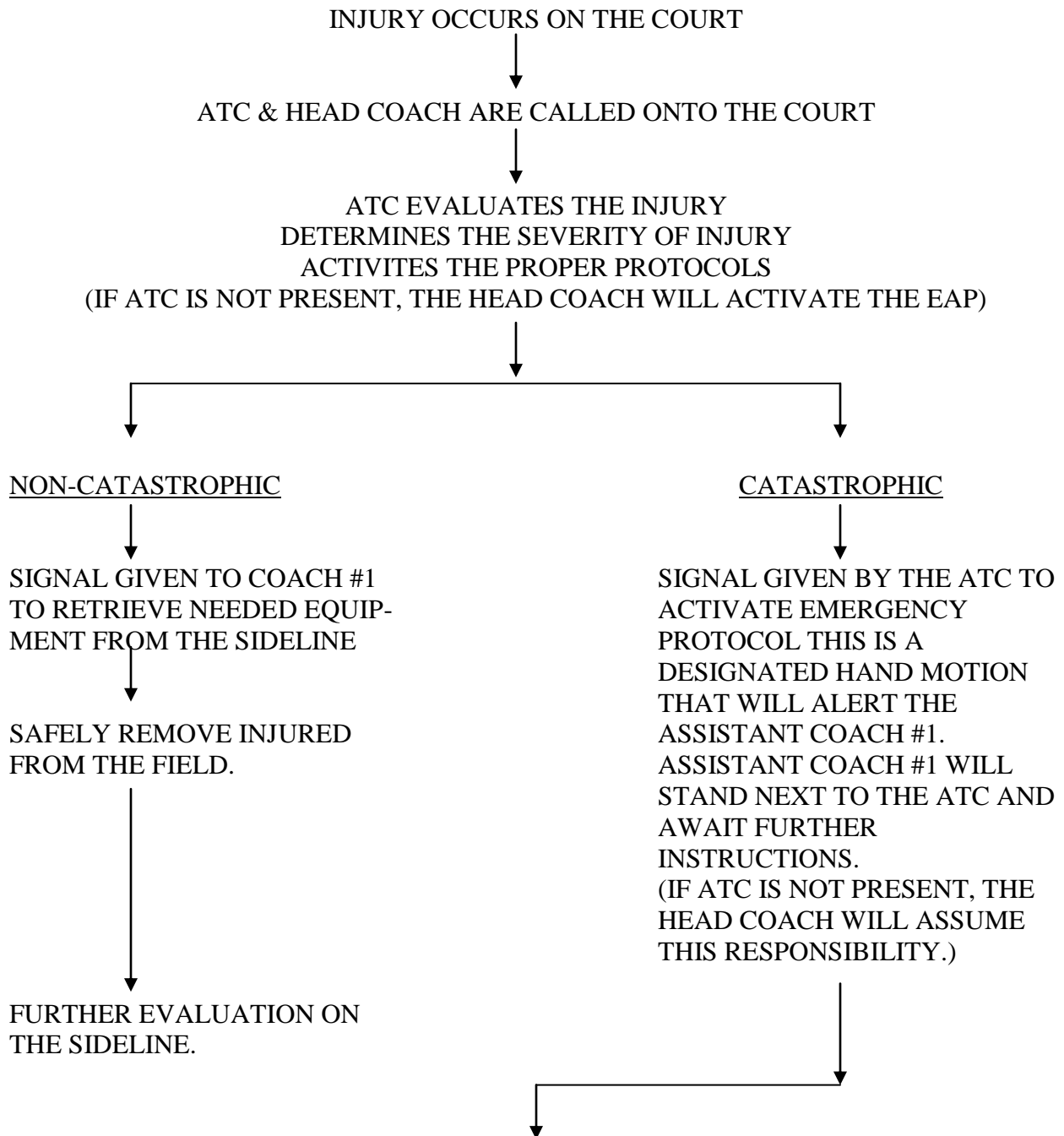
ENTRANCE #2:

Enter front of Lexington Catholic High School on second entrance (Coming up Harrodsburg Rd. from St. Joseph Hospital). Turn right and travel to back of school. Continue straight onto the baseball field through the gate.

Someone will be at the front of the school to direct you to the location of the injured athlete.

**Emergency Procedures for Lexington Catholic High School
Athletic Sites**

BASKETBALL – BEUTER GYM (NEW COURT)



ONCE GIVEN ADDITIONAL INFORMATION - -THE ASSISTANT COACH #1 WILL CALL 911 AND RELAY INFORMATION TO THE DISPATCHER. THE PHONE CALL WILL BE MADE FROM THE FIELD USING A CELL PHONE OR FROM THE ATHLETIC TRAINING ROOM IN THE BEUTER GYM.



THE ASSISTANT COACH #1 WILL ALSO INSTRUCT THE DISPATCHER AT WHICH LOCATION TO ENTER THE FIELD.



THE HEAD COACH'S RESPONSIBILITIES IS TO CONSOLE THE ATHLETE AND ASSISTING THE ATC. (IF THE ATC IS NOT PRESENT, THE HEAD COACH PERFORMS ANY FIRST-AID NECESSARY UNTIL THE EMS UNIT ARRIVES.)



ASSISTANT COACH #1 AND ASSISTANT COACH #2 WILL MEET THE EC UNIT AT THE FRONT OF THE SCHOOL, DIRECTING THEM TO THE INJURED ATHLETE. THEY ARE TO MAKE SURE THE DOORS ARE OPEN AND CLEAR FOR EMERGENCY PERSONNEL



IF ATC IS NOT PRESENT, ASSISTANT COACH #2 WILL ASSIST THE HEAD COACH IN RENDERING FIRST-AID. ALL OTHER COACHES WILL PERFORM CROWD CONTROL.



THE ATHLETIC DIRECTOR'S RESPONSIBILITY IS TO CONSOLE AND INFORM THE PARENTS OF THE INJURED ATHLETE AS TO WHAT IS OCCURRING.



ATC, PHYSICIANS, & PARAMEDICS WILL PACKAGE THE INJURED ATHLETE FOR TRANSPORTATION.



TRANSPORT TO THE HOSPITAL



NOTIFY PRINCIPAL AND PRESIDENT OF THE SCHOOL

ENTRANCES ONTO THE BASKETBALL COURT – BEUTER GYM(1):

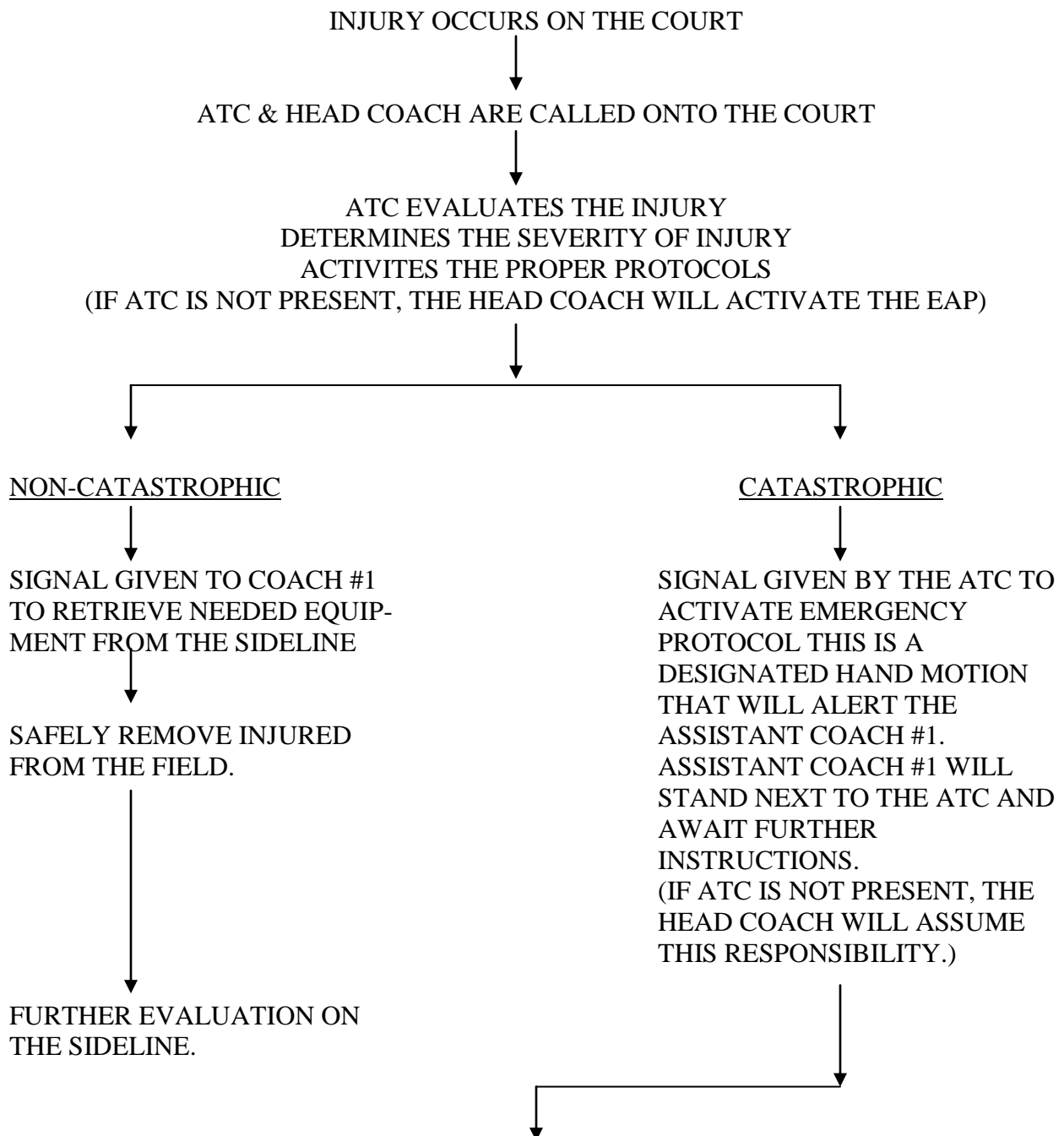
ENTRANCE #1:

Enter Lexington Catholic High School through the main entrance in the front of the school off Harrodsburg Rd. Continue straight, until you see the court on your right

Someone will be at the front of the school to direct you to the location of the injured athlete.

**Emergency Procedures for Lexington Catholic High School
Athletic Sites**

BASKETBALL – OLD GYM



ONCE GIVEN ADDITIONAL INFORMATION - -THE ASSISTANT COACH #1 WILL CALL 911 AND RELAY INFORMATION TO THE DISPATCHER. THE PHONE CALL WILL BE MADE FROM THE FIELD USING A CELL PHONE OR FROM THE ATHLETIC TRAINING ROOM IN THE BEUTER GYM.



THE ASSISTANT COACH #1 WILL ALSO INSTRUCT THE DISPATCHER AT WHICH LOCATION TO ENTER THE FIELD.



THE HEAD COACH'S RESPONSIBILITY IS TO CONSOLE THE ATHLETE AND ASSISTING THE ATC. (IF THE ATC IS NOT PRESENT, THE HEAD COACH PERFORMS ANY FIRST-AID NECESSARY UNTIL THE EMS UNIT ARRIVES.)



ASSISTANT COACH #1 AND ASSISTANT COACH #2 WILL THE EC UNIT AT THE FRONT OF THE SCHOOL, DIRECTING THEM TO THE INJURED ATHLETE. THEY ARE TO MAKE SURE THE DOORS ARE OPEN AND CLEAR FOR EMERGENCY PERSONNEL



IF ATC IS NOT PRESENT, ASSISTANT COACH #2 WILL ASSIST THE HEAD COACH IN RENDERING FIRST-AID. ALL OTHER COACHES WILL PERFORM CROWD CONTROL.



THE ATHLETIC DIRECTOR'S RESPONSIBILITY IS TO CONSOLE AND INFORM THE PARENTS OF THE INJURED ATHLETE AS TO WHAT IS OCCURING.



ATC, PHYSICIANS, & PARAMEDICS WILL PACKAGE THE INJURED ATHLETE FOR TRANSPORTATION.



TRANSPORT TO THE HOSPITAL



NOTIFY PRINCIPAL AND PRESIDENT OF THE SCHOOL

ENTRANCES ONTO THE BASKETBALL COURT – OLD GYM(1):

ENTRANCE #1:

Enter front of Lexington Catholic High School on first entrance (Coming up Harrodsburg Rd. from St. Joseph Hospital). Turn Left and travel to back of school. The

ONCE GIVEN ADDITIONAL INFORMATION - -THE ASSISTANT COACH #1 WILL CALL 911 AND RELAY INFORMATION TO THE DISPATCHER. THE PHONE CALL WILL BE MADE FROM THE FIELD USING A CELL PHONE OR FROM THE ATHLETIC TRAINING ROOM IN THE BEUTER GYM.

THE ASSISTANT COACH #1 WILL ALSO INSTRUCT THE DISPATCHER AT WHICH LOCATION TO ENTER THE FIELD.

THE HEAD COACH'S RESPONSIBILITIES IS TO CONSOLE THE ATHLETE AND ASSISTING THE ATC. (IF THE ATC IS NOT PRESENT, THE HEAD COACH PERFORMS ANY FIRST-AID NECESSARY UNTIL THE EMS UNIT ARRIVES.)

ASSISTANT COACH #1 AND ASSISTANT COACH #2 WILL THE EC UNIT AT THE FRONT OF THE SCHOOL, DIRECTING THEM TO THE INJURED ATHLETE. THEY ARE TO MAKE SURE THE DOORS ARE OPEN AND CLEAR FOR EMERGENCY PERSONNEL

IF ATC IS NOT PRESENT, ASSISTANT COACH #2 WILL ASSIST THE HEAD COACH IN RENDERING FIRST-AID. ALL OTHER COACHES WILL PERFORM CROWD CONTROL.

THE ATHLETIC DIRECTOR'S RESPONSIBILITY IS TO CONSOLE AND INFORM THE PARENTS OF THE INJURED ATHLETE AS TO WHAT IS OCCURING.

ATC, PHYSICIANS, & PARAMEDICS WILL PACKAGE THE INJURED ATHLETE FOR TRANSPORTATION.

TRANSPORT TO THE HOSPITAL

NOTIFY PRINCIPAL AND PRESIDENT OF THE SCHOOL

ENTRANCES ONTO THE VOLLEYBALL COURT – BEUTER GYM(1):

ENTRANCE #1:

Enter Lexington Catholic High School through the main entrance in the front of the school off Harrodsburg Rd. Continue straight, until you see the court on your right

Someone will be at the front of the school to direct you to the location of the injured athlete.