

EMERGENCY ACTION PLAN



Administrators, Coaches, and Athletic Trainers,

Our Emergency Action Plan campaign this year has focused on the actions needed to care for a collapsed athlete. We shared an Emergency Action Plan (EAP) template, drills to practice the EAP, and short articles on recognizing cardiac collapse and working with EMS. For this final article, we wanted to highlight the importance of emergency planning for larger events as schools look forward to planning for the fall.

Unlike events between two schools, larger events often involve multiple schools creating another layer of complexity because more people are involved. Despite this, we believe the principles are generally the same.

1. Recognize the emergency

- If an athlete collapses, it is a sign of a medical emergency and immediate steps must be taken.

2. Activate the EAP

- Call 911 and alert any on-campus personnel, such as the athletic trainer and administration
- Start CPR with an emphasis on chest compressions
- Apply the AED (ideally within 1-3 minutes)

Our fillable EAP worksheet has a page for event staff, which can be helpful for large events. Event personnel should be assigned to three response teams:

1. 911 Team

- Call 911
- Meet the ambulance
- Call campus contacts (AT, AD, principal)

2. CPR Team

- Begin CPR
- Focus on chest compressions
- Prepare the person for an AED (remove clothing from chest)

3. AED Team

- Know where the closest AED is located and retrieve it
- If there an AT at the school, know where the AT is located and go notify them

Event staff need to know their roles; having a pre-event safety timeout to review the EAP and then having the EAP available (e.g., at the scorer's table, near a phone) are important steps that can only be done prior to an emergency.

Post-Campaign Survey#

As our campaign wraps up for the year, your feedback is integral for us to evaluate its effectiveness. We ask that you please take two minutes to fill out the survey [HERE](#).

Practice Makes Perfect!#

As teams begin summer activities, it is important that we continue to practice our emergency action plans. You can develop your own drills or [use these](#) to practice no matter where you are; on the track, at the field, or on the course. Please share these with your teams who are practicing over the summer.
