

EMERGENCY MEDICAL PROCEDURES
RUTHERFORD HIGH SCHOOL INTERSCHOLASTIC ATHLETICS

- I. Precautions
 - A. All athletic coaches, including assistants, will be certified in C.P.R. (with A.E.D.) and first aid and in the identification of injured student-athletes.
 - B. Athletic coaches are responsible at all times for the supervision of student-athletes to whom they have been assigned. Student-athletes shall not be left unattended at any time.
 - C. Student-athletes who participate in athletic competition shall be trained in proper athletic procedures, in the proper use of athletic equipment, and in the proper use of protective equipment and clothing.
 - D. Student-athletes shall be required to report promptly to the athletic coach any injury or disability occurring to the student-athlete himself/herself or to another student-athlete.
 - E. First aid supplies and equipment shall be readily available at all athletic activities and shall be maintained in proper condition.

- II. Emergency Procedures
 - A. Chain of Command During Injury

The following is the chain of command for handling emergency procedures: The physician is in charge. In the absence of the physician, the Athletic Director is in charge, followed by the Athletic Trainer, followed by the Head Coach, then the Assistant Coaches. When a physician or a more qualified individual is present, the less qualified individual will defer authority to the more qualified individual.

 - B. On the Field or Court First Aid

The chain of command is to be followed. The individual responsible must work quickly and efficiently, cautious not to further harm the student-athlete. If the responsible individual has any doubts concerning the transportation of the student-athlete, an ambulance shall be summoned.

During any incident the responsible individual should frequently check the breathing and circulation and consciousness of the student-athlete. The student-athlete should be referred by the individual responsible to a physician or attendant of the emergency room, depending upon the severity of condition. An ambulance or other emergency vehicle shall be summoned if there is any doubt concerning the transportation of the student-athlete.

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C. Athletic Director – Trainer’s Responsibility

The athletic director – trainer are responsible for coordination of the sports medicine program. They are responsible for the sport with the highest incidence of injury if two athletic teams are practicing or competing at the same time. The specific coverage for which the athletic director – trainer are responsible include:

1. Home Varsity Football

The following will be done prior to competition:

- a. Request that the ambulance or other emergency vehicle be in attendance.
- b. Physician in attendance.
- c. Emergency equipment available. (The First Aid Kit)

2. All Other Athletic Contests

- a. Ambulance notified of scheduled events.
- b. Emergency equipment available. (The First Aid Kit)

D. Notification to Parents

All student-athletes must have on file an emergency permission form as well as their physical examination record. The emergency permission form is used only in emergency situations. Parents are to be contacted as soon as possible after injury has occurred. A private vehicle may be used as transportation if the case so warrants. If there is any doubt concerning the welfare of the injured student-athlete, however, the ambulance or other emergency vehicle shall be summoned. In case of any injury or disabling condition or if legal action seems likely, the following procedures are to be implemented. An incident report should be filed as soon as possible with the main office.

1. Do not discuss who is at fault or place the blame on anyone.
2. Do not discuss possible causes except with attending medical personnel if necessary.
3. Isolate at once any equipment that was involved.
4. The school nurse shall contact the insurance companies which underwrite our injury and liability policies (legal staff may be helpful), complete all forms and maintain contact with all involved parties.
5. Notify all health team members.

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- III. Reports
- A. The athletic coach shall complete and file a report of every injury or disability that occurs to a student-athlete in the course of his/her participation in the athletic program of this district, regardless of the severity of the injury or disability. The report shall include:
1. The date of the incident
 2. The name, age, grade level, and gender of each injured or disabled pupil,
 3. The district in which the student-athlete is enrolled,
 4. The name and district of each student-athlete involved in the incident,
 5. A narrative account of the incident,
 6. A detailed description of the injury or disability
 7. The treatment given on school premises and the names of the health personnel, if any, who treated the student-athlete,
 8. The place, if any, to which the student-athlete was taken and the person(s) who accompanied the student-athlete, and
 9. A memorandum of the notice given to the student-athlete's parent(s) or legal guardian(s).
- B. Copies of the report shall be filed with the school nurse and the Building Principal within 24 hours of the incident.
- C. The Building Principal shall report the incident to the Superintendent.
- D. A copy of each report of an incident of student-athlete injury or disability that occurs in the course of athletic activities shall be maintained by the athletic director, who shall analyze reports for patterns that indicate a need for revision of the district's safety and/or athletics program. The athletic director shall report the findings of his/her analysis to the Superintendent at the close of each sport season.
- E. The parent(s) or legal guardian(s) of each injured or disabled student-athlete will be given assistance in the completion and filing of insurance claim forms.
- IV. Readmission to Athletic Activities
- A student-athlete disabled in the course of an athletic activity will be permitted to participate in athletic competition only on the written permission of a medical doctor. Written notice of that determination shall be given to the athletic trainer and the athletic director prior to the student-athlete returning to active participation.

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Definitions:

Injury is defined as minor cuts and bruises, minor strains, and minor sprains.

Disability is defined as a muscular-skeletal or mental condition that restricts the ability of an individual to participate in activities.

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