



## Sports Club Emergency Protocols

### **A. Life Threatening Injury**

1. Call 911
  - a. Give the following information:
    - (i) Location
    - (ii) Nature of life threatening injury (sudden illness, head, back, etc.) - **DO NOT TRY TO DIAGNOSE AN INJURY!**
    - (iii) How to gain access to the facility or area
    - (iv) Where they will be met
  - b. Note the time of the call
  - c. Remain calm- **DO NOT PANIC**
  - d. **DO NOT HANG UP UNTIL THE POLICE ALLOW YOU TO**
2. Have a First Aid / CPR certified club member(s), trainer, coach, or other qualified individual administer initial care to the best of his / her training and ability, until EMS arrives.
3. Notify a Campus Recreation Professional Staff member or Graduate Assistant using the **Flow Chart** on the back of this form.
4. For concussions, follow the "Concussion Management and RTP Policy" document.
5. Fill out an Injury Report.

### **B. Non-Life Threatening Injury**

If, in your opinion, an injury is a *major injury, but not life-threatening*, take the following steps:

1. Have a First Aid / CPR certified club member(s), trainer, coach, or other qualified individual administer initial care to the best of his/her training and ability.
2. Notify a Campus Recreation Professional Staff member or Graduate Assistant using the **Flow Chart** on the back of this form.
3. Contact local / campus Police (911). Inform them that it is not a life-threatening injury. Once they arrive, they will determine if the student should be transported by the EMS, if the student should seek medical attention, or if the student should be released.
4. Follow-up on the care provided and status of the student with the Campus Recreation Professional Staff member or Graduate Assistant using the **Flow Chart**.
5. Fill out an Injury Report.

### **C. Vehicle Accident Procedures - In the event of a vehicle accident, take the following steps:**

1. Stop immediately and first assess any injuries. Avoid obstructing traffic, if possible.
2. Avoid any injuries to yourself. Any leaks, spills or smells of gas, do not approach the vehicle.
3. If injuries are present, follow appropriate protocol A or B on front page of this appendix.
4. Unless there is immediate danger, do not attempt to move the injured person(s)
5. Use roadside emergency kit to place emergency reflectors, flares, or flags in plain sight of traffic.
6. While tending to the injured person(s), have someone call for help using cellular phone, or ask passing car to call for help.

### **D. Vehicle Breakdown Procedures during club travel**

1. Park vehicle as far from the traveled portion of the road as possible. Turn on hazard lights.
2. Keep passengers in vehicle unless vehicle is on fire or poses other dangers to occupants.
3. Assess the situation and determine the best option to make the needed repair.
4. If repairs cannot be made on roadside, make alternate transportation arrangements for all vehicle occupants (taxi, rental service).
5. If vehicle is in need of repair and you are unable to return to campus at the time specified on your trip form, then notify someone from the **Flow Chart** list below to let them know.

### Campus Recreation Flow Chart

**After contacting campus, local, or state police, follow the following Flow Chart until you reach a Professional Staff member or Graduate Assistant.**

1st Attempt	Rose Faber	(631) 632-7673
2nd Attempt	Tom St. John	(631) 632-7120
3rd Attempt	Marie Turchiano	(631) 235-7272
4th Attempt	Jay Souza	(702) 350-3468



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5th Attempt	Susan Dimonda	(631) 901-8862
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