

# **RUTGERS SPORTS MEDICINE EMERGENCY ACTION PLAN**

The purpose of this document is to provide instructions to members of the Rutgers Athletic Department in the event of a medical emergency regarding student-athletes. An emergency is any sudden life threatening injury or illness that requires immediate medical attention. Emergency situations can occur at anytime during athletic participation. Expedient action must be taken in order to provide the best possible treatment. This emergency plan will help ensure the best care is provided.

All members of the athletic department who work directly with athletes are required to familiarize themselves with this plan. Throughout the year there might be many times in which an athletic trainer or medical professional is not immediately available. This places athletic personnel, most likely coaches, in the position of potentially providing emergency medical services in the form of cardiopulmonary resuscitation and basic first aid. ***All coaches are required to have and maintain CPR certification within 3 months of employment.*** Each semester the Sports Medicine Department offers a course in which CPR/AED and our emergency policies are reviewed. Athletic staff may also receive training via other sources, such as the Rutgers Emergency Services by calling 445-4902. Documentation of certification should be provided to the Sports Medicine Office.

Athletic personnel should review the policy at the beginning of each academic year. Coaches should discuss the policy in detail with the athletic trainer assigned to their sport. *An emergency plan must exist for all organized practices and competitions, including out of season training, strength training and conditioning workouts.* Those with the highest level of health training, such as a Team Physician, Certified Athletic Trainer, Emergency Medical Staff, Strength and Conditioning Staff, or Student Athletic Trainer are responsible for the emergency plan at a session or event. If a member of the sports medicine or strength training staff is not available at a practice, then the Coach is responsible for the emergency plan. Legal liability is very important to consider, and ALL athletic staff should understand this plan.

Hopefully, potential emergencies will be avoided by thorough physical screenings of an athlete prior to participation in any sport. Also, safe practices, including training techniques, and adequate medical coverage should be taken into consideration. However, accidents and injuries are inherent with sports participation. Therefore, proper preparation on the part of the athletic staff will enable each emergency situation to be managed appropriately. If you have any questions about the enclosed plan, please contact the Director of Sports Medicine, Dr. Monaco and/or the Coordinators of Athletic Training Services, Eric Bridenbaugh or David McCune, to discuss the pertinent issues in advance.

There are three basic components of this plan: ***Emergency Personnel, Emergency Communication, and Emergency Equipment.*** A summary emergency template is provided at the end for your convenience.

## **I. EMERGENCY PERSONNEL**

The type and degree of sports medicine coverage for an athletic event (practice or contest) may vary based on factors such as the particular sport or activity, the setting, and the type of training or competition. With the majority of athletic contests and practices, the first responder to an emergency situation is typically a member of the sports medicine staff, most commonly a **Certified Athletic Trainer (ATC)**. A **Team Physician** may also be present at some high-risk events and practices. Other members of the emergency team may include **Strength and Conditioning Staff, Emergency Medical Technicians (EMT), Student Athletic Trainers, Team Coaches, and/or Equipment Managers**. EMTs *will* be available at the following contests: football, men and women's soccer, men's and women's basketball, men's lacrosse, men's wrestling, women's field hockey, and women's gymnastics. They are also at *all* Big East and NCAA championship events hosted by Rutgers University.

Roles of these individuals within the emergency team may vary depending on various factors such as number of members of the team, the athletic venue itself, or the preference of the head athletic trainer. Roles within the emergency team include:

- A. Immediate Care of the Athlete  
(by those with highest level of health training)
- B. Emergency Equipment Retrieval
- C. Activation of Emergency Medical Services
- D. Directions to the Emergency Site (EMS)

### **A. Immediate Care of the Athlete**

The first and most important role is immediate care of the athlete. Acute care in an emergency situation should be provided by the *most qualified individual on the scene*. Individuals with lower credentials should yield to those with more appropriate training. This should be determined in advance of each training session.

### **B. Emergency Equipment Retrieval**

The second role, equipment retrieval, may be done by anyone on the emergency team who is familiar with the types and location of the specific equipment needed. Student athletic trainers, coaches and equipment personnel are good staff members for this role. Important emergency equipment is noted below.

### **C. Activation of Emergency Medical Services (EMS)**

The third role, EMS activation, should be done as soon as the situation is deemed an "emergency" or "life-threatening event". Time is the most critical factor. Activating the EMS system may be done by anyone on the team. However, the person chosen for this duty should be someone who is calm under pressure, who communicates well, and who is familiar with the location of the sporting event. STEPS FOR ACTIVATION ARE NOTED BELOW.

### **D. Directions to the Emergency Site**

After EMS has been activated, one member of the team should be responsible for meeting the emergency medical personnel as they arrive at the site of the contest, if they are not already there. Depending on ease of access, this person should have keys to any locked gates or doors that may hinder the arrival of medical personnel. A student athletic trainer, manager or coach may be appropriate for this role

## II. EMERGENCY COMMUNICATION

### A. Activation of Emergency Medical System (EMS)

In the event that an emergency occurs involving a student athlete, a member of the Emergency Team should promptly contact Emergency Medical Services (EMS). Phone numbers of emergency personnel should be posted by the phone or in the medical kit. Some practice facilities may have a yellow phone box nearby. If there isn't a phone on the field, *it is the responsibility of the certified athletic trainer or the coach (if an athletic trainer is not present) to bring a cellular phone to the field.* A back up communication plan should be in effect if there should be failure of the primary communication system. It is important to note in advance the location of a workable telephone. Pre-arranged access to the phone should be established if it is not easily accessible. A cellular phone with back up battery is preferred.

### B. Contacting the Emergency Medical Services (EMS)

1. If EMT's are at the event, then a signal (discussed in advance) should be given to summon them forward.
2. If EMS is not on site, call campus police at **932-7211** or call **911**.
3. The following information should be provided to the dispatcher:
  - a) Your name
  - b) Exact location where the injury occurred and where you will meet them
  - c) The number you are calling from
  - d) Number of injured athletes
  - e) The condition of the athlete(s)
  - f) The care being provided
  - g) Make sure that you hang up only after the dispatcher has hung up
4. Notify someone from the sports medicine staff. Numbers are enclosed below.
5. As EMS is being dispatched, make sure someone is designated to retrieve any needed emergency equipment from the sidelines.
6. Have the coaches' serve as crowd control and keep other athletes away from victim.
7. Send someone to meet the ambulance at the designated spot.
8. A member of the sports medicine staff or coach will accompany the injured athlete to the hospital (St. Peters or Robert Wood Johnson). The member of the sports medicine staff should bring medical and/or insurance information with them to the hospital if accessible.

A synopsis of this is provided for each major practice site and venue.  
Please review it in advance.

### **III. EMERGENCY EQUIPMENT**

The majority of emergency equipment will be under the control of a member of the sports medicine staff (ie: physician, ATC) or EMT's. The highest trained provider at the event should be aware of what equipment is readily available at the venue or event. All necessary emergency equipment should be quickly accessible. Appropriate personnel should be familiar with the function and operation of available equipment. The equipment should be in good condition and checked regularly.

The highest trained member of the staff should determine **in advance** the type and manner in which any equipment is at or to be delivered to the site. Unless immediately adjacent to a training room, non-sports medicine staff members should rely on emergency medical services for all equipment.

❖ The following is a list of important available equipment and their location:

1. Anaphylaxis Kit / EpiPen: Available in athletic training rooms and ATC kits.
2. Backboard - Backboarding is the responsibility of the EMT, Physician, and/or ATC. Available in EMS trucks only.
3. STAT Kit - Advanced medical drugs including oxygen is available at the Hale Center physician's office and the RAC athletic training room. This is only to be used under the supervision of a physician or paramedic.
4. SPLINTS - Available in athletic training rooms or on site with ATC which will be handled by ATC, student athletic trainer or physician.
5. Automatic Defibrillators - Available in EMS trucks and police vehicles, outside the athletic training rooms in both the RAC and Hale Center, as well as at the front desk of College Avenue Gymnasium.

## EMERGENCY PHONE NUMBERS

<b>Emergency number</b>	911	
<b>University Police</b>	732-932-7211	
<b>St. Peter's Hospital</b>	732-745-8600 (front desk)	732-745-8525 (ER)
<b>RWJ Hospital</b>	732-828-3000 (front desk)	732-937-8944 (ER)
<b>Team Physician</b>	<b>Robert Monaco</b> 732-445-6258 (Office Main Line) 732-724-3679 (Beeper) 732-445-6262 (Private Line)	
<b>Asst. Team Physician</b>	<b>Phil Cohen</b> 732-932-7402 732-445-6272	Hurtado Health Center Sports Medicine Office Hale Center
<b>Sports Medicine Fellows 2007-2008</b>	<b>Thomas Bottiglieri</b> <b>Benjie Rodgers</b> <b>Jason Womack</b>	
<b>Directors of Athletic Training</b>	732-445-7896 <b>Eric Bridenbaugh</b> 732-445-6234 <b>David McCune</b>	
<b>Training Rooms</b> College Ave Gym Hale Center	732-932-6687 or 732-932-2686 ( <b>Fred Reynolds</b> ) 732-445-6236 ( <b>Chris D'Andrea</b> ) 732- 445-8420 ( <b>Mike Pawlusiak</b> ) 732-445-6237 ( <b>Arno Rheinberger</b> ) 732-445-8842 ( <b>Jen Steinberg</b> )	
RAC	732-445-7897 ( <b>Corey Pegues</b> ) 732-445-7747 ( <b>Kathy Galli</b> ) 732-445-7736 ( <b>Hallie Facey</b> )	
<b>Administrators:</b> Kevin MacConnell Bob Mulcahy	732-445-7816 732-445-7839 or 7840	

### **OTHER EMERGENCY NUMBERS FOR YOUR TEAM:**

ATHELTIC TRAINER: \_\_\_\_\_  
COACH: \_\_\_\_\_

**IN CASE OF EMERGENCY,  
DO THE FOLLOWING:**

I. PROVIDE EMERGENCY CARE (First Aid/CPR)

II. Contact Emergency Medical Services

- Signal EMT (on site) or call 932-7211 (on campus) or 911 (off campus)

III. Provide the following information:

- Your name
- Exact location where injured

**Hale Center** – One Scarlet Knight Way, off of Sutphen Rd., by FB Stadium

**F-Field** – Enter thru the gate at Field # 3, off Sutphen Rd.

**E-Field** - Enter thru the gate at Fitch Rd (E4 field) or gate on Frelinghuysen Rd. (E1 field).

**Bubble** – Enter off of Sutphen Rd. across from the FB Stadium

**Rutgers Stadium** – Enter off of River Rd.

**Yurcak Stadium**– Enter through gate at far end of access road off of Frelinghuysen Rd adjacent to golf course.

**Tennis Courts**- One Scarlet Knight Way off of Sutphen Rd., by FB Stadium

**Tennis Bubble**- Enter off of Bevier Rd

**Sonny Werblin Recreation Center**- Enter front entrance off of Bartholomew Rd.

**Track**- Enter gate off of Hospital Rd. across from the back of the RAC

**RAC**- Enter back of RAC off of Hospital Rd.

**Livingston Recreation Center**- Enter through the front of the gym off of Rd 3.

**Baseball/Softball/Soccer Practice Fields** – Enter gate off Hospital Rd., follow access road directly to baseball field

**CAG**- Enter through the back of CAG off of Sicard St.

- Where you will meet EMS
- Number you are calling from
- Number of injured individuals
- Condition of the injured individuals
- Care being provided
- Wait for emergency person to end call

IV. Send someone to meet EMS

V. If appropriate, retrieve medical equipment per MD, ATC or EMT

VI. Notify the sports medicine staff (numbers on back)

VII. Control crowd to keep person safe

VIII. Staff member should accompany individual to emergency room