Bethany College Athletic Training Emergency Action Plan (EAP) 2014-15

Definitions

A) EMERGENCY: is a situation that is life threatening (loss of consciousness, no breathing, no pulse, major blood loss) or a condition or injury that may become life threatening if not taken care of properly (major fracture, dislocation to a major joint, cervical spine injury, diabetic shock, heat stroke, altered level of consciousness, shock, etc).

Emergency Action Team

A) PERSONNEL

1) The primary emergency action team will be made up of athletic training staff (head athletic trainer, assistant athletic trainer and graduate assistant athletic trainer) for all in-season scheduled practice and event coverage. Other members of the emergency team that will be assisting in the emergency action plan will consist of Wheeling Jesuit University student athletic trainers and Bethany College athletic department staff during all in-season practice and event coverage. During multiple practices & games occurring on campus, athletic training staff will usually cover as a priority the high risk sport practice or game first. Collision sports (football, lacrosse) take priority over contact sports (baseball, basketball, softball, soccer, field hockey), which take priority over non-contact sports (volleyball, swimming, tennis, cross country and track). The head trainer will make the final determination of coverage during multiple game and practice situations based on availability of staff.

2) The primary emergency action team that will cover Non-traditional sports season practices & conditioning sessions will be coaching staff for that team (except spring football practices that will be covered by the head athletic trainer).

3) The primary emergency action team for all non-traditional season games will be covered by athletic training staff when possible as determined by the head athletic trainer based on availability of staff. If it is determined that athletic training staff is unavailable than coaching staff will serve as primary emergency team.

B) DEPARTMENT TRAINING

1) Bethany College athletic training staff will meet once a year in August to review EAP & emergency equipment before the start of the fall sports season.

2) All new Bethany College athletic staff (full time & part time, graduate assistants) will attend CPR/AED and first aid training on campus at beginning of August before the fall sport season starts.

3) All current Bethany College staff will maintain current certification in CPR/AED and first aid training. Group classes will be made available by the athletic department to help maintain concurrent training throughout the year.

4) The EAP & emergency equipment will be reviewed to all Bethany College coaching staff during department meeting in August before start fall sports.

5) Wheeling Jesuit University student athletic trainers will maintain current CPR/AED and first aid training according to policies set forth by WJU athletic training program.

6) Wheeling Jesuit University student athletic trainers will attend a Bethany College EAP & emergency equipment training session before student starts their team rotation. This meeting will occur twice a year, once in August before the start of the fall sports season and once in January before the spring sports start.

C) ROLES AND RESPONSIBILITIES (in-season practice and in & off season games)

1) Athletic training staff will act as first responders, conduct primary & secondary survey, activate EMS, retrieve emergency equipment and provide first aid and CPR/AED care.
3) Retrieval of onsite equipment will be assigned by the first responder to the emergency personnel listed in the venue specific EAP.
4) Contact closest athletic training staff for Retrieval of equipment located in the athletic training room.

C) INSPECTION OF EQUIPMENT

1) It is the responsibility of the individual athletic training staff or designated Wheeling Jesuit University student athletic trainer to maintain & inspect their team’s athletic training bag before all games.
2) During non-traditional seasons, coaching staff will be provided an athletic trainers bag and is responsible for checking and reporting any supplies needed to the athletic training staff.
3) It is the responsibility of the Wheeling Jesuit University student athletic trainers to maintain & inspect Individual fanny packs on a daily bases.
4) The athletic training staff will tested and inspected vacuum splints for leaks or damage in August & January.
5) The athletic training staff will check readiness light on all AED’s every month.

Communication

A) METHOD OF COMMUNICATION

1) The primary emergency communication tool will consist of cell phones for all sports venues during in & off season practice, games and conditioning.
2) Secondary emergency communication tool will consist of landline phones.
3) All emergency calls will go to Bethany College security at (304) 829-7744 (campus landline phones x7744) as mandated by the campus EAP. If Bethany College security can’t be reached, dial 911 (9-911 from a campus phone) to reach EMS directly.

B) PROVIDING INFORMATION

1) Name, location, and telephone number of caller
2) Number of victims; condition of victims (alert, disoriented, unconscious, bleeding, etc)
3) Suspected Injury
4) First-aid treatment initiated
5) Specific directions as needed to locate scene (see venue specific emergency action plans)
6) Any other information requested by security/dispatcher

Transportation & Emergency Care Facilities

A) EMS TRANSPORTATION

1) Security will contact Brooke County Sheriff’s Department Dispatcher for Local EMS response from Bethany Vol. Fire Department (BVFD). Response time may be as quick as ten minutes.
2) If BVFD is unavailable because ambulance is on another call, next closes EMS response is Bethany Pike Vol. Fire Department in Marshall Terrace WV.
3) Annual meetings between the head athletic trainer and the Bethany Vol. Fire Dept. EMS Division take place to insure that proper policy, procedure and care is established well in advance of an emergency.
4) EMS will transport to the following regional emergency rooms:
   a. Wheeling Hospital Medical Park ER or Ohio Valley Medical Center ER, Wheeling, WV (both level 2 trauma center).
   b. Trinity Medical Center, Steubenville, WV
   c. Weirton Medical Center (level 4 trauma center)
   d. Washington Hospital, 155 Wilson Avenue, Washington, PA
5) If injuries or conditions are significant, athlete may be medivac to level 1 trauma center in Pittsburgh.
Visiting Teams

1) Bethany College EAP will be posted on the athletic department web site for all visiting teams to review. Each individual PAC head athletic trainer will be sent an email containing this information every August or sooner if changes have been made to EAP during the academic year.
2) Upon arrival on campus Bethany College athletic training staff will meet with away team athletic trainer or head coach to review EPA.

Off Campus Emergencies (Away games)

1) Follow the away college or universities EAP
2) Contact Bethany College Head Athletic Trainer to report all emergencies

Incident Documentation

1) Athletic training staff will document of all emergencies using SportsWare online.
2) Coaching staff will submit to the head athletic trainer a written report for all emergencies that take place during nontraditional season practices, games or conditioning when athletic training staff is not present.
3) Documentation should consist of events leading up to injury or condition, mechanism of injury, past history of conditioning or injury, evaluation of injury or condition, actions taken, care given, vital signs and outcome.

Incident Reporting & Review

1) All emergencies incidents will be reported to the head athletic trainer who will then notify the athletic director.
2) The athletes parents will then be contacted if the conditioning is life threatening.
3) All emergence incident reports will be reviewed by the head athletic trainer and reported to the athletic director.

Phone Numbers

Bethany College Security: (304) 829-7744 (campus landline phones x7744)
Head Athletic Trainer: cell (304) 830-1281
Assistant Athletic Trainer: cell (269) 303-1334
Graduate Assistant Athletic Trainer: cell (304) 661-3491
Athletic Training Room: (304) 829-7239 (campus landline phones x7239)
Athletic Director office: (304) 829-7292 (campus landline phones x7292), cell (304) 830-3901
Bethany College Health Center: (for non-emergencies m-f 8am – 4:30pm), office (304) 829-7567 (campus landline phones x7567)
MedExpress: (for non-emergencies 9am to 9pm M-Sun) 304-233-3627, located at 620 National Road, suite 300, Wheeling, WV

Athletic Training Policies & Procedures

A) Blood bourne Pathogens: Appendix A
B) Lightning: Appendix B
C) Concussion: Appendix C
D) Cervical Spine: Appendix D
E) Heat: Appendix E
F) Cold: Appendix F
G) Tornado Evacuation Plan: Appendix G

Venue Specific EAP as Follows:
Bethany Park EAP for Baseball (Nontraditional season practice or game)

A) EMERGENCY ACTION TEAM
   1) Coaching staff
   2) Bethany College athletic trainer (TBD for games only)

B) EMERGENCY EQUIPMENT ON SITE
   1) Athletic Trainer's bag (practice & game)
   2) Ice cooler (games & practices)

C) CHECK THE SCENE & VICTIM(S)
   1) Primary survey (check for life threatening situations)
      e. Consciousness
      f. Breathing
      g. Pulse
      h. Severe bleeding
   2) Secondary survey (if necessary)

D) ACTIVATE EMS
   1) Contact Bethany College Security at (304) 829-7744 on your cell phone, if you can't be reached security, dial 911 to reach EMS directly.
   2) Give your name and telephone number of Caller
   3) Location of Bethany Park/ baseball field is on the east side of town. When traveling east on route 67, turn right onto Church Street. The field is accessible via an access road at the end of Church Street.

4) Number of victims; condition of victims (alert, disoriented, unconscious, bleeding, etc)
5) Suspected Injury
6) First-aid treatment initiated
7) Any other information requested by security/dispatcher

E) Retrieval of emergency equipment on site.
F) Provide appropriate emergency care and monitor vital signs until EMS arrival.
G) Have assistant coach contact closest athletic training staff to report all emergency information & retrieve additional emergency equipment if necessary.
   a) Head athletic trainer at cell (304) 830-1281 or office phone at (304) 829-7239
   b) Assistant athletic trainer at cell (269) 303-1334, office phone at (304) 829-7239
   c) Graduate assistant athletic trainer at cell (304) 661-3491 or office phone at (304) 829-7239
H) Provided EMS medical history/insurance information forms.
I) If possible, send a representative to hospital with the injured athlete.
J) Submit to the head athletic trainer a written report for the Emergency.
Bison Stadium EAP for Football (Game)

A) EMERGENCY ACTION TEAM
   1) Bethany College athletic trainer
   2) Wheeling Jesuit University student athletic trainer (SAT)
   3) Team doctor or designated physician
   4) Bethany Vol. Fire Department Ambulance on site located press box side of TPJ Recreation Center

B) EMERGENCY EQUIPMENT ON SITE
   1) Athletic Trainer’s travel box (game)
   2) AED (game)
   3) Vacuum splint bag (games)
   4) Crutch bag (games)
   5) Ice cooler (games)

C) CHECK THE SCENE & VICTIM(S)
   1) Primary survey (check for life threatening situations)
      a. Consciousness
      b. Breathing
      c. Pulse
      d. Severe bleeding
   2) Secondary survey (if necessary)

D) ACTIVATE EMS
   1) Contact with ambulance & EMS by radio carried by head athletic trainer of both teams. Second form of communication will be cell phone.

[map diagram]

E) Retrieval of emergency equipment on site by wheeling Jesuit SAT.
F) Team doctor or designated physician will supervise and direct care.
G) The head athletic trainer with assistance of SAT will remove if necessary the helmet & shoulder pads.
H) The head athletic trainer and SAT will assist ambulance crew in packaging athlete for transport.
I) SAT will provide EMS with medical history/insurance information forms.
J) Coaching staff will direct team away from injured athlete.
K) Game day administrators & Bethany College security will control crowd.
L) SAT or campus representative will accompany athlete to the hospital.
M) Document emergency using SportsWare.
Bison Stadium EAP for Football (In-season Practice)

A) EMERGENCY ACTION TEAM
   1) Bethany College athletic trainer
   2) Wheeling Jesuit University student athletic trainer
   3) Coaching staff

B) EMERGENCY EQUIPMENT ON SITE
   1) Athletic Trainer’s travel box (practice)
   2) AED (practice)
   3) Vacuum splint bag (practice)
   4) Crutch bag (practice)
   5) Ice cooler (practice)

C) CHECK THE SCENE & VICTIM(S)
   1) Primary survey (check for life threatening situations)
      a. Consciousness
      b. Breathing
      c. Pulse
      d. Severe bleeding
   3) Secondary survey (if necessary)

D) ACTIVATE EMS
   1) Contact Bethany College Security at (304) 829-7744 on your cell phone, if you can’t be reached security, dial 911 to reach EMS directly. Secondary emergency communication tool to contact Bethany College security will consist of campus landline phone located in the athletic training room by dialing 7744. If Bethany College security can’t be reached, dial 9-911 from this campus phone to reach EMS directly.
   2) Give your name and telephone number of Caller
   3) The bison stadium is located behind the Hummel Field House and TPJ Recreation Center on the west end of campus. After turning into the parking lot, proceed left to the back of the building. At the end of the parking lot are access gates.

   4) Number of victims; condition of victims (alert, disoriented, unconscious, bleeding, etc)
   5) Suspected Injury
   6) First-aid treatment initiated
   7) Any other information requested by security/dispatcher

E) Retrieval of emergency equipment on site.
F) Provide appropriate emergency care and monitor vital signs until EMS arrival.
G) Provide EMS medical history/insurance information forms.
H) If possible, send a representative to hospital with the injured athlete.
I) Document emergency using SportsWare.
Bison Stadium EAP for Football (Game)

A) EMERGENCY ACTION TEAM
1) Bethany College athletic trainer
2) Wheeling Jesuit University student athletic trainer (SAT)
3) Team doctor or designated physician
4) Bethany Vol. Fire Department Ambulance on site located press box side of TPJ Recreation Center

B) EMERGENCY EQUIPMENT ON SITE
1) Athletic Trainer's travel box (game)
2) AED (game)
3) Vacuum splint bag (games)
4) Crutch bag (games)
5) Ice cooler (games)

C) CHECK THE SCENE & VICTIM(S)
1) Primary survey (check for life threatening situations)
   a. Consciousness
   b. Breathing
   c. Pulse
   d. Severe bleeding
2) Secondary survey (if necessary)

D) ACTIVATE EMS
1) Contact with ambulance & EMS by radio carried by head athletic trainer of both teams. Second form of communication will be cell phone.

E) Retrieval of emergency equipment on site by wheeling Jesuit SAT.
F) Team doctor or designated physician will supervise and direct care.
G) The head athletic trainer with assistance of SAT will remove if necessary the helmet & shoulder pads.
H) The head athletic trainer and SAT will assist ambulance crew in packaging athlete for transport.
I) SAT will provide EMS with medical history/insurance information forms.
J) Coaching staff will direct team away from injured athlete.
K) Game day administrators & Bethany College security will control crowd.
L) SAT or campus representative will accompany athlete to the hospital.
M) Document emergency using SportsWare.
Bison Stadium EAP for Field Hockey (Nontraditional Practice)

A) EMERGENCY ACTION TEAM
   1) Coaching staff

B) EMERGENCY EQUIPMENT ON SITE
   1) Athletic Trainer’s bag (practice)
   2) AED located in the hallway outside women’s locker room in Hummel field house or behind front desk TPJ Recreation Center.

C) CHECK THE SCENE & VICTIM(S)
   1) Primary survey (check for life threatening situations)
      a. Consciousness
      b. Breathing
      c. Pulse
      d. Severe bleeding
   2) Secondary survey (if necessary)

D) ACTIVATE EMS
   1) Contact Bethany College Security at (304) 829-7744 on your cell phone, if you can’t be reached security, dial 911 to reach EMS directly. Secondary emergence communication tool to contact Bethany College security will consist of campus landline phone located head coach’s office by dialing 7744. If Bethany College security can’t be reached, dial 9-911 from this campus phone to reach EMS directly.
   2) Give your name and telephone number of Caller
   3) Bison stadium is located behind the Hummel Field House and TPJ Recreation Center on the west end of campus. After turning into the parking lot, proceed left to the back of the building. At the end of the parking lot are access gates

4) Number of victims; condition of victims (alert, disoriented, unconscious, bleeding, etc)
5) Suspected Injury
6) First-aid treatment initiated
7) Any other information requested by security/dispatcher

E) Retrieval of emergency equipment on site.
F) Provide appropriate emergency care and monitor vital signs until EMS arrival.
G) Provided EMS medical history/insurance information forms.
H) If possible, send a representative to hospital with the injured athlete.
I) Notify the head athletic trainer at cell (304) 830-1281 or office phone at (304) 829-7239
J) Submit to the head athletic trainer a written report for the Emergency.
Bison Stadium EAP for Lacrosse (Nontraditional Practice)

A) EMERGENCY ACTION TEAM
   1) Coaching staff

B) EMERGENCY EQUIPMENT ON SITE
   1) Athletic Trainer’s bag (practice)
   2) AED in hallway by women’s locker room in Hummel Field house or behind front desk in TPJ Rec. Center

C) CHECK THE SCENE & VICTIM(S)
   1) Primary survey (check for life threatening situations)
      a. Consciousness
      b. Breathing
      c. Pulse
      d. Severe bleeding
   2) Secondary survey (if necessary)

D) ACTIVATE EMS
   1) Contact Bethany College Security at (304) 829-7744 on your cell phone, if you can’t be reached security, dial 911 to reach EMS directly. Secondary emergence communication tool to contact Bethany College security will consist of campus landline phone located head coach office by dialing 7744. If Bethany College security can’t be reached, dial 9-911 from this campus phone to reach EMS directly.
   2) Give your name and telephone number of Caller
   3) Bison stadium located behind the Hummel Field House and TPJ Recreation Center on the west end of campus. After turning into the parking lot, proceed left to the back of the building. At the end of the parking lot are access gates

   4) Number of victims; condition of victims (alert, disoriented, unconscious, bleeding, etc)
   5) Suspected Injury
   6) First-aid treatment initiated
   7) Any other information requested by security/Dispatcher

E) Retrieval of emergency equipment on site.
F) Provide appropriate emergency care and monitor vital signs until EMS arrival.
G) Provide EMS medical history/insurance information forms.
H) If possible, send a representative to hospital with the injured athlete.
I) Notify the head athletic trainer at cell (304) 830-1281 or office phone at (304) 829-7239
J) Submit to the head athletic trainer a written report for the Emergency.
Bison Stadium EAP for Track & Field (In-season Meet)

A) EMERGENCY ACTION TEAM
   1) Bethany College athletic trainer
   2) Wheeling Jesuit University student athletic trainer
   3) Coaching staff

B) EMERGENCY EQUIPMENT ON SITE
   1) Athletic Trainer’s bag (practice & game)
   2) AED (practice & game)
   3) Vacuum splint bag (games only)
   4) Crutch bag (games only)
   5) Ice cooler (games & practices)

C) CHECK THE SCENE & VICTIM(S)
   1) Primary survey (check for life threatening situations)
      a. Consciousness
      b. Breathing
      c. Pulse
      d. Severe bleeding
   2) Secondary survey (if necessary)

D) ACTIVATE EMS
   1) Contact Bethany College Security at (304) 829-7744 on your cell phone, if you can’t be reached security, dial 911 to reach EMS directly.
   2) Give your name and telephone number of Caller
   3) The football field and outdoor track are located behind the Hummel Field House and TPJ Recreation Center on the west end of campus. After turning into the parking lot, proceed left to the back of the building. At the end of the parking lot are access gates

4) Number of victims; condition of victims (alert, disoriented, unconscious, bleeding, etc)
5) Suspected Injury
6) First-aid treatment initiated
7) Any other information requested by security/dispatcher

E) Retrieval of emergency equipment on site.
F) Provide appropriate emergency care and monitor vital signs until EMS arrival.
G) Provide EMS medical history/insurance information forms.
H) If possible, send a representative to hospital with the injured athlete.
I) Notify the head athletic trainer at cell (304) 830-1281 or office phone at (304) 829-7239
J) Document emergency using SportsWare.
Softball Field EAP (Nontraditional Practice & Game)

A) EMERGENCY ACTION TEAM
   1) Bethany College athletic trainer
   2) Coaching staff

B) EMERGENCY EQUIPMENT ON SITE
   1) Athletic Trainer’s bag (practice & game)
   2) Ice cooler (games & practices)

C) CHECK THE SCENE & VICTIM(S)
   1) Primary survey (check for life threatening situations)
      a. Consciousness
      b. Breathing
      c. Pulse
      d. Severe bleeding
   2) Secondary survey (if necessary)

D) ACTIVATE EMS
   1) Contact Bethany College Security at (304) 829-7744 on your cell phone, if you can’t be reached security, dial 911 to reach EMS directly.
   2) Give your name and telephone number of Caller
   3) The softball field is located behind the Hummel Field House at the west end of campus. After turning into the parking lot, proceed left to go around to the back of the Field House. At the end of the parking lot (under the softball scoreboard) on the left is an access road the goes behind both dugouts.

   4) Number of victims; condition of victims (alert, disoriented, unconscious, bleeding, etc)
   5) Suspected Injury
   6) First-aid treatment initiated
   7) Any other information requested by security/dispatcher

E) Retrieval of emergency equipment on site.
F) Provide appropriate emergency care and monitor vital signs until EMS arrival.
G) Provide EMS medical history/insurance information forms.
H) If possible, send a representative to hospital with the injured athlete.
I) Notify the head athletic trainer at cell (304) 830-1281 or office phone at (304) 829-7239
J) Submit to the head athletic trainer a written report for the Emergency.
Hoag Field EAP for Soccer Game Field Continued (In-season Game)

4) Number of victims; condition of victims (alert, disoriented, unconscious, bleeding, etc)
5) Suspected Injury
6) First-aid treatment initiated
7) Any other information requested by security/dispacher

E) Retrieval of emergency equipment on site.
F) Provide appropriate emergency care and monitor vital signs until EMS arrival.
G) Provided EMS medical history/insurance information forms.
H) If possible, send a representative to hospital with the injured athlete.
I) Notify the head athletic trainer at cell (304) 830-1281 or office phone at (304) 829-7239
J) Document emergency using SportsWare.
Nutting Gymnasium EAP for Basketball (Nontraditional season)

A) EMERGENCY ACTION TEAM
   1) Coaching staff

B) EMERGENCY EQUIPMENT ON SITE
   1) Athletic Trainer’s bag
   2) AED in hallway by women’s locker room

C) CHECK THE SCENE & VICTIM(S)
   1) Primary survey (check for life threatening situations)
      a. Consciousness
      b. Breathing
      c. Pulse
      d. Severe bleeding
   2) Secondary survey (if necessary)

D) ACTIVATE EMS
   1) Contact Bethany College Security at (304) 829-7744 on your cell phone, if you can’t be reached security, dial 911 to reach EMS directly. Secondary emergence communication tool to contact Bethany College security will consist of campus landline phone located in the head coach’s office by dialing 7744. If Bethany College security can’t be reached, dial 9-911 from this campus phone to reach EMS directly.
   2) Give your name and telephone number of Caller
   3) The Nutting Gymnasium is located in Hummel Field House. After turning into the parking lot, proceed left to go around to the back of the Field House. The gym can be accessed via the loading dock and double green doors on the right side of the parking lot.

   4) Number of victims; condition of victims (alert, disoriented, unconscious, bleeding, etc)
   5) Suspected Injury
   6) First-aid treatment initiated
   7) Any other information requested by security/dispatcher

E) Retrieval of emergency equipment on site.
F) Provide appropriate emergency care and monitor vital signs until EMS arrival.
G) Provided EMS medical history/insurance information forms.
H) If possible, send a representative to hospital with the injured athlete.
I) Notify the head athletic trainer at cell (304) 830-1281 or office phone at (304) 829-7239
J) Submit to the head athletic trainer a written report for the Emergency.
Nutting Gymnasium EAP for Volleyball (Nontraditional season practice & game)

A) EMERGENCY ACTION TEAM
   1) Bethany College athletic trainer (game only if available)
   2) Coaching staff

B) EMERGENCY EQUIPMENT ON SITE
   1) Athletic Trainer’s bag (practice & game)
   2) AED in hallway outside women’s locker room in Hammel Field house
   3) Vacuum splint bag (games only)
   4) Ice cooler (games only)

C) CHECK THE SCENE & VICTIM(S)
   1) Primary survey (check for life threatening situations)
      a. Consciousness
      b. Breathing
      c. Pulse
      d. Severe bleeding
   2) Secondary survey (if necessary)

D) ACTIVATE EMS
   1) Contact Bethany College Security at (304) 829-7744 on your cell phone, if you can’t be reached security, dial 911 to reach EMS directly. Secondary emergency communication tool to contact Bethany College security will consist of campus landline phone located in the head coach’s office by dialing 7744. If Bethany College security can’t be reached, dial 9-911 from this campus phone to reach EMS directly.
   2) Give your name and telephone number of Caller
   3) The Nutting Gymnasium is located in Hummel Field House. After turning into the parking lot, proceed left to go around to the back of the Field House. The gym can be accessed via the loading dock and double green doors on the right side of the parking lot.

   4) Number of victims; condition of victims (alert, disoriented, unconscious, bleeding, etc)
   5) Suspected Injury
   6) First-aid treatment initiated
   7) Any other information requested by security/dispatcher

E) Retrieval of emergency equipment on site.
F) Provide appropriate emergency care and monitor vital signs until EMS arrival.
G) Provided EMS medical history/insurance information forms.
H) If possible, send a representative to hospital with the injured athlete.
I) Notify the head athletic trainer at cell (304) 830-1281 or office phone at (304) 829-7239
J) Document emergency using SportsWare or head coach submit a written report to the head athletic trainer.
J.C. Cunningham Soccer Complex EAP (Nontraditional Soccer Practice)

A) EMERGENCY ACTION TEAM
   1) Coaching staff

B) EMERGENCY EQUIPMENT ON SITE
   1) Athletic Trainer's bag (practice)
   2) AED (practice & game)
   3) Ice cooler (games & practices)

C) CHECK THE SCENE & VICTIM(S)
   1) Primary survey (check for life threatening situations)
      a. Consciousness
      b. Breathing
      c. Pulse
      d. Severe bleeding
   2) Secondary survey (if necessary)

D) ACTIVATE EMS
   1) Contact Bethany College Security at (304) 829-7744 on your cell phone, if you can’t be reached
      security, dial 911 to reach EMS directly.
   2) Give your name and telephone number of Caller
   3) The soccer complex is located just outside of Bethany east of main campus on Route 67. There are
      fields on both sides of the road. When traveling east, the field on the left hand side may be
      accessed at the far end by the horse pastures. The field on right can be accessed directly in front of
      the pavilion.
   4) Number of victims; condition of victims (alert, disoriented, unconscious, bleeding, etc)
   5) Suspected Injury
   6) First-aid treatment initiated
   7) Any other information requested by security/ dispatcher

E) Retrieval of emergency equipment on site.
F) Provide appropriate emergency care and monitor vital signs until EMS arrival.
G) Contact closest athletic training staff to report all emergency information & retrieve additional emergency
   equipment if necessary.
   a. Head athletic trainer at cell (304) 830-1281 or office phone at (304) 829-7239
   b. Assistant athletic trainer at cell (269) 303-1334, office phone at (304) 829-7239
   c. Graduate assistant athletic trainer cell (304) 661-3491 or office phone at (304) 829-7239
H) Provided EMS medical history/insurance information forms.
I) If possible, send a representative to hospital with the injured athlete.
J) Notify the head athletic trainer at cell (304) 830-1281 or office phone at (304) 829-7239
K) Submit to the head athletic trainer a written report for the Emergency.
Samdwen Arena EAP for Multi team practice or Tennis Match (TPJ Recreation Center)

A) EMERGENCY ACTION TEAM
   1) Bethany College athletic trainer (in-season, TBD for tennis match)
   2) Wheeling Jesuit University student athletic trainer (in-season)
   3) Coaching staff (serve as first responder during nontraditional season)

B) EMERGENCY EQUIPMENT ON SITE
   1) Athletic Trainer’s bag (in-season practice & tennis match) or first aid box behind front desk (nontraditional season)
   2) AED behind front desk in TPJ Recreation Center
   3) Ice cooler (in-season practices & tennis match)

C) CHECK THE SCENE & VICTIM(S)
   1) Primary survey (check for life threatening situations)
      a. Consciousness
      b. Breathing
      c. Pulse
      d. Severe bleeding
   2) Secondary survey (if necessary)

D) ACTIVATE EMS
   1) Contact Bethany College Security at (304) 829-7744 on your cell phone, if you can’t be reached security, dial 911 to reach EMS directly. Secondary emergency communication tool will consist of campus landline phone located behind the front desk, contact Bethany College security on this landline phone by dialing 7744. If Bethany College security can’t be reached, dial 9-911 from this campus phone to reach EMS directly.
   2) Give your name and telephone number of Caller
   3) The Samdwen arena is located in the TPJ Recreation Center on the west end of campus. The main entrance is visible when turning into the parking lot from Route 67. After entering the building, the arena is located straight ahead and to the right of the front desk.

E) Retrieval of emergency equipment on site.
F) Provide appropriate emergency care and monitor vital signs until EMS arrival.
G) Provided EMS medical history/insurance information forms.
H) If possible, send a representative to hospital with the injured athlete.
I) Notify the head athletic trainer at cell (304) 830-1281 or office phone at (304) 829-7239
J) Document emergency using SportsWare or head coach Submit a written report to the head athletic trainer for the Emergency.
J.C. Cunningham Complex EAP for Cross Country (In-season Meet)

A) EMERGENCY ACTION TEAM
   1) Bethany College athletic trainer
   2) Coaching staff

B) EMERGENCY EQUIPMENT ON SITE
   1) Athletic Trainer’s bag (meet)
   2) AED (meet)
   3) Vacuum splint bag (meet)
   4) Crutch bag (meet)
   5) Ice cooler (meet)

C) CHECK THE SCENE & VICTIM(S)
   1) Primary survey (check for life threatening situations)
      a. Consciousness
      b. Breathing
      c. Pulse
      d. Severe bleeding
   2) Secondary survey (if necessary)

D) ACTIVATE EMS
   1) Contact Bethany College Security at (304) 829-7744 on your cell phone, if you can’t be reached
      security, dial 911to reach EMS directly.
   2) Give your name and telephone number of Caller
   3) The soccer complex is located just outside of Bethany east of main campus on Route 67. There are
      fields on both sides of the road. When traveling east, the field on the left hand side may be
      accessed at the far end by the horse pastures. The field on right can be accessed directly in front of
      the pavilion.
   4) Number of victims; condition of victims (alert, disoriented, unconscious, bleeding, etc)
   5) Suspected Injury
   6) First-aid treatment initiated
   7) Any other information requested by security/dispatcher

E) Retrieval of emergency equipment on site.
F) Provide appropriate emergency care and monitor vital signs until EMS arrival.
G) Provided EMS medical history/insurance information forms.
H) If possible, send a representative to hospital with the injured athlete.
I) Notify the head athletic trainer at cell (304) 830-1281 or office phone at (304) 829-7239
J) Document emergency using SportsWare.