



WESTERN PENNSYLVANIA YOUTH FOOTBALL LEAGUE

www.wpyfl.org

EMERGENCY ACTION PLANS GUIDELINES AND TEMPLATE

Injuries, sudden illnesses, and other critical incidents do not often occur during youth practice or games, nor do situations that require the help of Emergency Medical Services (EMS) Personnel. **However, it is important for every organization participating in the Western Pennsylvania Youth Football League (WPYFL) to have an emergency action plan (EAP) for directors, coaches and volunteers to follow should an emergency occur. The following are guidelines for all WPYFL organizations to adhere to.**

Each WPYFL organization is responsible for maintaining their own level of preparedness based on their own local situation and surrounding environment. Each WPYFL organization shall have an EAP coordinator designated to implement and oversee their individual organization's EAP. Each organization should also have a chain of command in place should the EAP coordinator be unavailable.

Each organization should have their own basic first aid kit to administer any first aid that is necessary. When an emergency is beyond the scope of the organization's EAP coordinator or coach's capabilities, the organization's EAP coordinator or coach should be prepared to implement their EAP.

It would be ideal for each WPYFL organization team to have a Licensed Athletic Trainer on-site during every practice and game. In reality, this is not possible for a variety of reasons. Not every organization has the luxury of having an athletic trainer which requires EAP coordinators, coaches and volunteers to be prepared for emergencies. It is generally the coach or organization's EAP coordinator who has the immediate responsibility to handle emergency situations that arise during practices or games. **Because of this, it is strongly recommended that EAP coordinators and coaches know basic first aid and CPR.**

Each organization's EAP coordinator or coach needs to know before participating in a practice or a game who will be responsible for certain tasks if an emergency should occur. Such as:

- Who will be the person in charge of dealing with all medical injuries on and off the field?
- Who is doing what in an emergency?
- Who has the first aid kit?
- When does 911 need to be called?
- Who will call 911 if needed?
- What is the emergency?
- Who has the paperwork with parent information on it?
- Address of where you are at.
- Who will be directing the Emergency vehicles to the injury site?
- Who will be dealing with the parents?
- Who will accompany the injured player if needed?
- Everyone needs to know what their responsibilities will be if there is a player injury or any other emergency.

SITUATIONS THAT CAN/WILL REQUIRE THE IMPLEMENTATION OF AN EAP

INJURY

If an injury occurs, immediately assess the situation. Keep calm, observe the player.

Ask the player if he feels any pain. If the player feels any pain, ask him where the pain is located. If the pain is in a place other than the neck or back, it most likely is not serious. But still proceed with caution until you find out what injury occurred. If the pain is in the neck or back, do not move the player at all and call 911 immediately. EMS personnel are needed for this type of injury.

Once the EMS personnel arrive, let them take over. They are the trained experts and will adequately be able to handle the situation.

Sudden Cardiac Arrest

Sudden Cardiac Death (SCA) is not the same as a heart attack:

- SCA is the result of a structural or electrical disorder in the heart that can lead to a potentially lethal arrhythmia.
- Oftentimes, the first sign of potential cardiac arrest is collapse during exercise.
- Properly trained staff and an AED onsite can greatly reduce tragic outcomes when SCA occurs.

- Early defibrillation dramatically improves survival rates. Survival rates as high as 89% have been achieved in student-athletes when defibrillation is provided within three minutes of collapse.

Signs and Symptoms of SCA:

- A collapsed and unresponsive athlete especially without any recent trauma.
- Brief, seizure-like movements in the arms and legs – 50% of athletes with SCA will display these types of motions.
- Be aware of warning symptoms of a current heart condition (chest pain with exercise, racing heart-when it shouldn't, passing out with exercise, shortness of breath or fatigue, a family history of heart conditions or SCA before the age of 50).

Heat-Related Emergencies

Heat-related emergencies are progressive conditions, typically caused by overexposure to heat. Heat emergencies fall into 3 categories of increasing severity: heat cramps, heat exhaustion, and heatstroke. Heat illnesses are easily preventable by taking necessary precautions in hot weather. If recognized early, heat-related emergencies can usually be reversed. Without intervention and resolution of the problem, heat cramps (caused by loss of salt from heavy sweating) can lead to heat exhaustion (caused by dehydration), which can progress to heatstroke, a life-threatening condition.

Heat-related emergencies can be avoided by canceling practice or games in extreme weather (high temperature and/or high humidity) and taking frequent breaks for water.

Signs of heat-related illnesses:

Early symptoms of heat illness

- Profuse sweating
- Fatigue
- Thirst
- Muscle cramps

Later symptoms of heat exhaustion

- Headache
- Dizziness
- Weaknesses and light-headedness
- Cool, moist skin
- Nausea and vomiting

- Dark yellow urine

Symptoms of heatstroke

- Fever (body temperature above 104 degrees F)
- Extreme confusion
- Dry, hot and red skin
- Rapid, weak pulse,
- Seizures
- Unconsciousness

First Aid Response:

- Follow the basic duties of first aid
- Move the athlete to a cool place
- Loosen tight clothing
- Fan the athlete
- If conscious, give cool water to drink

IF THE ATHLETE REFUSES WATER, VOMITS, OR STARTS TO LOSE

CONSCIOUSNESS:

- Send someone to call EMS and activate the EAP
- Contact parent or guardian if not already present
- Place the athlete on his/her side
- Immediately decrease body temperature by hosing the athlete down with cold water or by placing them in an ice bath.
- Continue to cool the athlete by using ice or cold packs on the wrists, ankles, groin, neck, and in the armpits
- Continue to check breathing and for a pulse until EMS personnel arrive

SEVERE WEATHER

Before each practice or game take a moment to look at the short-term weather forecast to ensure no severe weather is imminent. If severe weather is imminent, notify all coaches and players to cancel or reschedule your practice or game. Never sacrifice the safety of the players.

If severe weather does accrue:

- You should already have a safe place to take the kids and it should open and ready.

- Assign a coach to monitor the sky and weather. If he/she sees lightning remove all players from the field.
- If you are under a “watch” of any kind you should consider canceling practices.
- Make sure a coach has a phone and can monitor a radar on his/her phone.
- If under a “watch” of any kind have parents stay instead of dropping kids off and leaving.
- If a warning does go off get the players to safety right away. Make sure you and your coaches have a calling tree to let parents know where you are and that the player is in a safe spot.
- If in the event a player(s) get hurt during a storm make sure you go into your injury protocol.

Each team/town should have a safe place for players to seek cover in the event severe weather occurs unexpectedly. If you ever see lightning, evacuate the practice or game field IMMEDIATELY and seek cover.

ABDUCTION

All players present at practice or games should always be under the supervision of coaches present at those practices or games.

If a player is deemed missing for any reason:

- Assign 2 or more coaches to search the surrounding area. Make sure the head coach stays with the rest of the team.
- If the player is not found after searching make a call to the parents to see if they picked up the player.
- If a parent has not picked up the player and you have searched call 911 immediately.
- You should know beforehand if a player is not allowed with a parent because of abuse. If a parent shows up to practice or games and he/she is not supposed to be around the player call 911 right away.

If a child does not show up for a practice, first ask fellow teammates if the child was not in school that day. If the child was not in school, nothing needs to be done. If the child was in school, and no one has knowledge that the child wasn't going to be at practice, call the parent or guardian to check on the welfare of the child.

SPECIAL SITUATIONS

Sometimes things happen at practice or games that we never saw coming. Make sure you will know how to deal with the following:

- Irate parent/spectator at game. Call 911.

- Drunk or high parent/spectator at practice or game Call 911.
- Fight in parking lot. Call 911

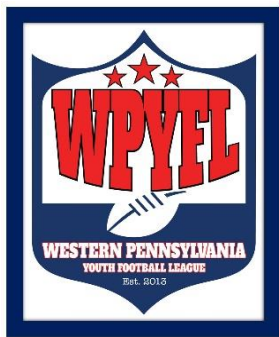
Make sure if these things happen you stay with the players and they are in a safe area. Never get into a physical altercation when around the players.

Emergency Action Plan

All successful EAP's must include the following nine components:

1. Know the location of AEDs at practice and game fields.
2. Have a way to call 9-1-1 in case of an emergency during football activities; if cell availability is bad in your area, know where to reach a stronger signal.
3. Make sure coaches are trained in CPR and AED use and can recognize SCA symptoms.
4. Define emergency routes to practice and game facilities.
5. Assign key staff to meet and direct emergency responders.
6. Designate personnel to stay with the athlete on the way to the hospital in the event a parent or guardian is not present.
7. Choose a coach to organize and remove the rest of the team from the injury site.
8. Have player/parent(s) or guardian(s) phone numbers available and a point person to contact the parent(s) or guardian(s) if one is not present.
9. Acquire AEDs to have onsite during games and practices.

No knows when you will need to put your emergency action plan into action but being ready for it is half the battle. Be prepared before you need it!



WESTERN PENNSYLVANIA YOUTH FOOTBALL LEAGUE

EMERGENCY ACTION PLAN (EAP)

Organization

EAP Coordinator: _____ Phone: _____

Organization President: _____ Phone: _____

Division I Head Coach: _____ Phone: _____

Division II Head Coach: _____ Phone: _____

Division III Head Coach: _____ Phone: _____

Emergency Medical Services: _____ Phone: _____

EMS Protocol - When calling EMS provide your name and title, address where injury occurred, telephone number, nature of emergency and condition of injured individual, first aid treatment administered, specific directions as needed to locate the emergency scene, any other information as requested by dispatcher.

Scene Control: Limit scene to first aid responders and move bystanders away from area

FACILITY ADDRESS

Practice Facility: _____

Game Facility: _____

Hospital Name and Phone Number: _____

Location of AED and First Aid Kit: _____

EMERGENCY TASKS	ASSIGNED TO
Immediate care of injured or ill individual:	Phone: _____
Emergency Equipment (AED) retrieval:	Phone: _____
Call EMS or 9-1-1:	Phone: _____
Unlock gates for EMS:	Phone: _____
Direct EMS to scene:	Phone: _____
Contacting Parent(s)/Guardian(s):	Phone: _____
Removing players and spectators from the scene:	Phone: _____
Accompanying injured/ill individual to hospital:	Phone: _____