

BOSTON UNIVERSITY'S EMERGENCY ACTION PLAN



Athletic Training Services
Boston University

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Introduction

An emergency action plan is a written document that states what is to be done in an emergency situation. This situation can arise at a game or practice, and can be for an athlete, a coach, an official, a spectator, or even another athletic trainer. Many schools (elementary to college) may have an emergency action plan, but it may not be written down. A formal plan is best, because it will eliminate mistakes or oversights when time is a critical factor. An emergency action plan lets you examine and improve your health care of injured athletes or other individuals before you need to execute it. Also, a formal emergency action plan is warranted from a legal standpoint. A written document can be given to every person who may be involved in an emergency situation. It should be uniform and concise with the recommended procedures outlined.

An emergency action plan should include the following:

1. Personnel involved in dealing with the injured person/people.
2. Who will call EMS?
3. Who will get emergency supplies, if needed?
4. What supplies are available?
5. What type of communication is available and where it is located.
6. If other medical personnel is available, and when they are available. If present at competition, they should be able to see and communicate with athletic trainers.
7. Address of game/practice site.
8. Direction to game/practice site.
9. What the chain of command is.
10. What gates or doors need to be unlocked and who will unlock them.
 - a. Will these gates be unlocked for all games and practices, only for games, or only if needed.
 - b. Who has access to these keys?

Maintenance of Equipment & Supplies: ATCs and ATs, and any other people who may be asked to help out in an emergency situation should be qualified to use emergency equipment and should also be well versed and follow OSHA standards on blood borne pathogens and disease prevention transmission. They must know how to perform basic CPR and first aid, use an AED, and where emergency supplies are stored. Equipment and supplies should be checked regularly to make sure that they are still in good working condition and will be available at a game or

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practice. If supplies appear to be damaged, not working, or are not available at that time, they should be replaced/reordered immediately.

Utilization of Emergency Personnel: Emergency personnel should be told of their roles beforehand, so that if an emergency arises, everyone knows exactly what they are supposed to do. The most qualified people should be helping the person/people who are injured, while the less skilled people should be given the jobs of calling EMS, getting emergency supplies, opening gates or doors, flagging down the ambulance, crowd control, and whatever else needs to be done at that time.

Emergency Medicine: It should be known who is in charge of a situation and who is trained to assist. Are EMS or EMTs present during practices or competitions? Are EMS or EMTs located at a nearby facility (i.e. there is normally EMS service available at Case for non-varsity athletes)?

NCAA Guidelines

1. Presence of qualified person to administer emergency care.
 - Should be either ATC, ATS, or EMT, should be trained in first aid, CPR, and prevention of disease transmission. They should also know the emergency action plan if it needs to be implemented.
2. Presence or planned access to a physician if needed.
 - As stated above, this would normally fall under the emergency action plan.
3. Planned access to a medical center.
 - This should either be by ambulance or whoever transports person should have directions. Should also include emergency communication.
4. Emergency Equipment and Information.
 - Emergency equipment should be present and in good working condition. ATC, ATS, and coaches should be trained in how to use equipment properly.
 - Emergency information on all athletes should be present at games (home and away), on-campus practice, and off-campus practices
5. Knowledge of Emergency Action Plan by all People Involved.
 - ATCs, ATSS, coaches, visiting team AT/SAT, staff, administration, etc. should know their role if an emergency was to occur.
6. Certification in CPR, first aid, and prevention of disease transmission (as outlined by OSHA).
 - This should be done annually, even though it would be preferred if done more frequently.
 - Anyone involved in EAP should go through this training.

Lightning Safety

Boston Weather Service: 508-822-0634, press 1 for first 2 prompts.

The following emergency action plan is based off the most current recommendations given by the National Weather Service, the National Lightning Safety Institute, and the NCAA Sports Medicine handbook. In the situation where a **flash of lightning or a bolt of thunder is observed**:

1. Seek safe shelter at the **first sign** of lightning or thunder.
2. Safe shelter is considered any **fully enclosed building** that involves **plumbing and/or electrical wires** that act to electrically ground the structure.
3. If such a shelter cannot be found, take shelter in any **vehicle with a hard metal roof and closed windows**.
4. While indoors, **stay away** from any the walls, windows, plumbing and electronic devices attached to the walls (including landline telephones). If in a vehicle, avoid contact with the metal frame and radio use.
5. **Designate** a weather watcher to monitor the weather from a safe location.
6. No outdoor activities are to be resumed until 30 minutes after the last sign of lightning/thunder. For every sign observed, the 30 minute timer is reset.

Management of Storm-Induced Injuries

Individuals that are struck by lightning do not carry residual charge and may be handled without danger to the medical personnel. The medical personnel should:

1. Evaluate whether the scene is safe. On-going lightning may still be a threat.
2. Safely move the injured individual to a safe shelter.
3. Activate emergency medical response systems if deemed necessary.
4. Apply any first aid necessary.

To activate EMS by calling BU Police Dept from a cell phone: **(617) 353-2121**
BU campus phone/Blue Box: **3-2121**

Recommended lightning-safe, emergency phone, and AED locations

Venue	Safe Location	Emergency Phone Location	AED Location
Softball Field	Track and Tennis Center (TTC)	TTC main entrance	1) Press box 2) TTC: ambulance entrance on SW corner
Nickerson Field	Lobby of Case	Closet underneath 'B' of <i>Boston University</i>	Case ATR Staff bathroom
FitRec Aquatic Center	Lower Lobby of FitRec Center (Locker room NOT safe)	Next to starting blocks	Pool deck by lifeguard office
DeWolfe Boathouse	Inside boathouse	Coaches' offices on main level	Dock level inside boathouse
Faneuil Pool (Case Athletic Center)	Lobby of Case	Ground Floor near First Aid/EMT Room	Case ATR
Franklin Park	Ranger Station or team vehicle	N/A	N/A
Brookline Golf Course	Inside clubhouse	Inside clubhouse	N/A
Outside Tennis Courts	Lobby of Case	Closet underneath 'B' of <i>Boston University</i>	Case ATR
Jordan Field (Harvard University)	Robert M. Beren Tennis Center	Scoreboard of Cumnock Field	Harvard ATR
Jack Barry Field (MIT)	Johnson Athletic Center	Johnson Athletic Center	MIT ATR
MIT Track	Johnson Athletic Center	Johnson Athletic Center	MIT ATR
Newton Game Field (BC)	Transport vehicles	Quonset Hut (between fields)	BC Main ATR
Newton Pract Field (BC)	Transport vehicles	Quonset Hut (between fields)	BC Main ATR

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Recommended Lightning Safety Strategies

The following should be considered when developing a strategy:

1. Multiple means of monitoring weather are encouraged for large athletic events. A longer time to clear the venue should be anticipated due to congestion.
2. Avoid being near the highest point of a particular venue.
3. Individuals who feel their hair stand on end should assume the lightning safety position – crouched on ground, weight on balls of their feet, head lowered, and ears covered. **Avoid lying flat on the ground.**

The following mechanisms of injury may provide more insight on situations/areas to avoid when seeking a safe location during a thunderstorm.

Mechanisms of Lightning Injury

- **Direct strike**
Occurs to the head, current may enter the orifices causing eye and ear injuries. When assuming the lightning-safe position, one can cover their ears to help avoid this type of trauma.
- **Contact injury**
Occurs when the victim is touching an object that is in the pathway of a lightning current.
- **Side flash**
Lightning may strike an object near the victim and then jumps from that object to the victim. The chance of a side flash is increased under a shelter such as a small picnic shelter or next to a tree.
- **Step voltage or ground current**
Current from lightning radiates outward from strike point. When assuming lightning safety position, place feet close together to avoid injury.
- **Blunt injury**
Lightning current can create abrupt heating/cooling of air leading to explosive/implosive forces that cause injury.

References

National Lightning Safety Institute Web site: www.lightningsafety.com
NOAA Lightning Safety Web site: www.lightningsafety.noaa.gov/
2009-2010 NCAA Sports Medicine Handbook

Cold Weather Policy

All outdoor athletic events at Boston University operate under guidelines highlighted in the following table. The certified athletic trainer is responsible for communicating to all athletic personnel and employing these guidelines. Please note the following temperatures ranges account for wind-chill.

<i>Wind-Chill Temperature</i>	<i>Guidelines/adjustment</i>
30°F - 25°F	- Be aware and ready for possibility of cold injuries - Total exposure time: maximum of 2 hours
25°F - 15°F	- Cover all exposed skin as possible - Rewarm: <u>every 20 min</u> for at least 10 minutes - Total exposure time: maximum of 60 minutes
15°F - 0°F	- Considering limiting modifying activity to limit exposure - Rewarm: <u>every 15 min</u> for at least 10 minutes - Total exposure time: maximum of 30 minutes
< 0°F	- Cancel practice and reschedule

Rowing Policy

Rowing in cold weather is deemed **dangerous**. Cold weather is defined as **combined air (includes wind-chill) and water temperature of 90°F and below, or when water temperature drops below 50°F**. Water temperature will be determined by the thermometer on the wind meter housed at the DeWolfe Boathouse, air temperature will be determined at the link provided below. When these conditions occur Boston University strictly advocates that all of the following criteria be met for each individual boat:

- Use of 4-oars
- Use of a personnel floatation device or neoprene suit for each member on the boat
- A method of activating 911

Air temperature information (note the temperature corresponding to 'Feels like'):

http://www.weather.com/weather/today/Boston+MA+USMA0046?lswe=boston%20ma&from=searchbox_localwx

Recognition

Recognizing early signs of cold-induced stress may prove to be important in preventing cold weather-related injuries. The following signs and symptoms are considered to be early warning signs:

- shivering
- abnormal sensation at the distal extremities (e.g. numbness, pain, or burning sensation)
- disorientation
- slurred speech

Signs & Symptoms of Common Cold Injuries

<i>Hypothermia</i>	<i>Frostbite</i>
<ul style="list-style-type: none"> • Shivering • Cold sensation, goose bumps, confusion, numbness • Intense shivering, lack of coordination, sluggishness • Violent shivering, difficulty speaking, mental confusion, stumbling, depression • Muscle stiffness, slurred speech and trouble seeing • Unconsciousness 	<ul style="list-style-type: none"> • Pain • Burning • Numbness • Tingling • Skin turns hard and white • Skin starts to peel or get blisters • Skin starts to itch • Skin gets firm, shiny, and grayish-yellow

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<p>Chilblain/pernio</p> <ul style="list-style-type: none"> • Red or cyanotic lesions • Swelling • Itching, numbness, burning or tingling • Skin necrosis 	<p>Immersion (trench) foot</p> <ul style="list-style-type: none"> • Burning, tingling, itching • Loss of sensation • Cyanotic/blotchy skin • Swelling • Blisters • Skin fissures
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Situations where an athlete is exposed to cold-weather and would **like to lay down and rest** are considered by the 2009-2010 NCAA Sports Medicine handbook to be **medical emergencies**. The emergency action plan should immediately be activated.

Treatment

If a certified athletic trainer is NOT PRESENT:

1. Immediately call and refer the athlete to the Boston University Sports Medicine Department at 285 Babcock Street (617-353-2746).
2. Should no member of the Boston University Sports Medicine Department be available at the time, the athlete should be sent to the Boston Medical Center Emergency Room or comparable emergency room for immediate care.

Activate EMS by calling BU Police Dept from a cell phone: (617) 353-2121
 BU campus phone/Blue Box: 3-2121

If a certified athletic trainer is PRESENT:

1. Determine if the emergency action plan needs to be activated. If so, designate another individual to activate emergency medical services.
2. Treat the individual according to current medical practices. *See table below.*
3. When emergency medical services arrive, accompany or designate a responsible liaison to accompany the individual to the hospital..
4. Notify the Director of Athletic Training Services and Head Athletic Trainer.

<p>Hypothermia</p> <ul style="list-style-type: none"> • Move individual to warm area, with great caution if cardiac arrhythmia observed • Remove all wet clothing and replace with dry • Assess airway, breathing, and circulation: treat if abnormal • Monitor temperature using <i>rectal thermometer</i> <ul style="list-style-type: none"> • <i>Mild:</i> 98.7 – 95.0°F • <i>Mod/Sev:</i> 94.9 – 90.0°F • Avoid friction massages to area • Rewarm by applying gentle heat to axillae, chest, and groin 	<p>Frostbite</p> <ul style="list-style-type: none"> • Rule out hypothermia • Tissue plasminogen activators (tPA) may be used to prevent amputation in severe cases • Immerse area in warm water (98.0 – 104°F) • Protect area • If tissue sloughing involved, infection control warranted.
<p>Chilblain/pernio</p> <ul style="list-style-type: none"> • When rewarming, inflammation, redness and itching may be observed • Do not disturb any skin lesions 	<p>Immersion (trench) foot</p> <ul style="list-style-type: none"> • Clean and dry area • Apply warming agent • Replace with dry socks & footwear

Any athlete that seeks medical help outside of Boston University for cold related illness MUST follow up with a Boston University's team physician for clearance PRIOR to returning to activity.

Rowing

In a situation where an individual falls into the cold water (< 60°F):

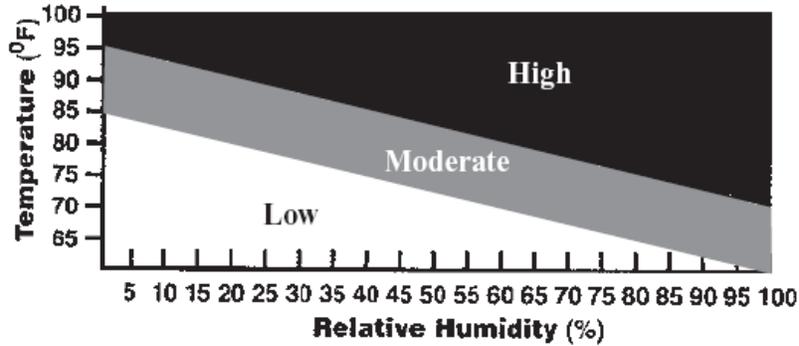
1. Quickly remove the individual from the water.
2. Call your certified athletic trainer immediately. If there is no response, activate emergency medical services. Give them the address of the nearest location that provides heating.
3. Carefully move the individual to a safe and warm location.

References:

1. 2009-2010 NCAA Sports Medicine Handbook
2. American College of Sports Medicine Web site: www.acsm.org
3. Cappaert, T. A., Stone, J. A., Castellani, J. W., Krause, B. A., Smith, D., & Stephens, B. A. (2008). National Athletic Trainers' Association position statement: Environmental Cold Injuries. *Journal of Athletic Training*, 43(6), 640-658.
4. USRowing Web site: www.usrowing.org

Hot Weather Policy

All outdoor athletic events at Boston University operate under guidelines highlighted in the following table. The certified athletic trainer is responsible for communicating to all athletic personnel and employing these guidelines. Please utilize the following table (from 2009-2010 NCAA Sports Medicine Handbook) to determine the guidelines recommended for your practice conditions.



Temperature zone	Guidelines/adjustment
Low Risk Zone (WBGT < 65°F)	- Perform activity as planned - Include 5-10 minute fluid breaks every 20-30 minutes of practice
Moderate Risk Zone (65°F < WBGT < 75°F)	- Include 5-10 minutes fluid breaks every 15-20 minutes of practice - If applicable, upper body pads only
High Risk Zone (WBGT > 75°F)	- Consider delaying/canceling/rescheduling activity - If applicable, no protective equipment may be worn

Recognition: Signs & Symptoms of Common Heat Injuries

<p>Exercise-associated muscle (heat) cramps</p> <ul style="list-style-type: none"> • Dehydration • Thirst • Sweating • Transient muscle cramps • Fatigue 	<p>Heat Syncope</p> <ul style="list-style-type: none"> • Dehydration • Fatigue • Tunnel vision • Pale/sweaty skin • Decreased pulse rate • Dizziness • Lightheadedness • Fainting
<p>Exercise (heat) exhaustion</p> <ul style="list-style-type: none"> • Core temp (97.0 – 104.0°F) • Dehydration • Dizziness • Lightheadedness • Syncope • Headache • Nausea • Intestinal cramps/diarrhea • Pallor • Profuse sweating • Cool, clammy skin • Weakness 	<p>Exertional heat stroke</p> <ul style="list-style-type: none"> • Core temp (> 104.0°F) • Dizziness • Drowsiness • Irrational behavior • Confusion/disorientation/irritability • Loss of consciousness • Dehydration • Weakness • Hot and.wet/dry skin • Tachycardia (100-120 bpm) • Hypotension • Hyperventilation

<ul style="list-style-type: none"> • Hyperventilation 	<ul style="list-style-type: none"> • Vomiting • Diarrhea
Exertional hyponatremia <ul style="list-style-type: none"> • Core temp (< 104.0°F) • Nausea • Vomiting • Swelling of extremities • Low sodium level • Progressive headache • Confusion • Lethargy • Seizures/coma 	

Treatment

Boston University utilizes the following as a general procedural guideline in the occurrence of heat-related injuries.

If a certified athletic trainer is NOT PRESENT:

1. Immediately call and refer the athlete to the Boston University Sports Medicine Department at 285 Babcock Street.
2. Should no member of the Boston University Sports Medicine Department be available at the time, the athlete should be sent to the Boston Medical Center Emergency Room or comparable emergency room for immediate care.

Activate EMS by calling BU Police Dept from a cell phone: **(617) 353-2121**
 BU campus phone/Blue Box: **3-2121**

If a certified athletic trainer is PRESENT:

1. Determine if the emergency action plan needs to be activated. If so, designate another individual to activate emergency medical services.
2. Treat the individual according to current medical practices. *See table below.*
3. When emergency medical services arrive, accompany or designate a responsible liaison to accompany the individual to the hospital.
4. Notify the Director of Athletic Training Services and Head Athletic Trainer.

Assessing Core Temperature

Assess the individual to determine nature and degree of illness. Use of a **rectal thermometer** has been suggested by research to be the most accurate method of accessing core temperature and allows for differentiation between many of the similar sign & symptoms between heat-related injuries. 2002 NATA Position Statement recommends that certified athletic trainers should not rely on the readings from oral, tympanic, or axillary temperatures.

Exercise-associated muscle (heat) cramps <ul style="list-style-type: none"> • Stop activity • Replace lost fluids w/ high sodium drink • Mild stretching & massage • IVs must be ordered by physician 	Heat syncope <ul style="list-style-type: none"> • Move athlete to shaded area • Monitor vital signs • Elevate legs above head • Rehydrate
Exercise (heat) exhaustion <ul style="list-style-type: none"> • Measure core temp w/ rectal thermometer • Remove excess clothing • Cool athlete w/ fans, ice towels, or ice bags if temp > 102°F 	Exertional heat stroke <ul style="list-style-type: none"> • Active EMS • Measure core temp w/ rectal thermometer • Assess cognitive function • Lower core temp as quickly as

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<ul style="list-style-type: none"> • Transfer care to physician if recovery is not rapid or effective 	<ul style="list-style-type: none"> • possible (cold water tub 35 – 59°F) • Monitor temperature • Remove from tub once core temp reaches 101-102°F • EMS transport
<p>Exertional hyponatremia</p> <ul style="list-style-type: none"> • Differentiate from heat exhaustion (should c/o headache, mental compromise, lethargy, swelling of extremities) • Differentiate from heat stroke w/ core temp (should be < 104°F) • Immediate transfer for IVs 	

Cold-Water Submersion

Cold-water submersion (**35 - 59°F**) has been suggested by research to be the most effective way of cooling the body if an athlete is suspected to be suffering from heat stroke. The *2002 NATA Position Statement* on heat-related injuries reported that cold-water submersion had a zero percent fatality rate in 252 cases in the military. Use of a **rectal thermometer** has also been suggested by research to be the most effective means of monitoring core temperature. The athlete should be removed from the water when core temperature reaches 101-102°F and transported via EMS.

Return to Play after Exertional Heat Stroke

There are currently no evidence-based guidelines concerning the proper return to play progression after suffering from exertional heat stroke. The following are the most recent guidelines recommended by the American College of Sports Medicine (2007):

1. Refrain from exercise for at least 7 days following release from medical care.
2. Follow up in about 1 week for physical exam and repeat lab testing or diagnostic imaging of affected organs that may be indicated, based on the physician’s evaluation.
3. When cleared for activity, begin exercise in a cool environment and gradually increase the duration, intensity, and heat exposure for 2 weeks to acclimatize and demonstrate heat tolerance.
4. If return to activity is difficult, consider a laboratory exercise-heat tolerance test about one month post-incident.
5. Clear the athlete for full competition if heat tolerance exists after 2-4 weeks of training.

(Armstrong et al., 2007)

References:

1. 2009-2010 NCAA Sports Medicine Handbook
2. Armstrong, L. E., Casa, D. J., Millard-Stafford, M., Moran, D. S., Pyne, S. W., & Roberts, W. O. (2007). American College of Sports Medicine position stand: Exertional heat illness during training and competition. *Medicine & Science in Sports & Exercise*, 37(3), 556-572.
3. Binkley, H. M., Beckett, J., Casa, D. J., Kleiner, D. M., & Plummer, P. E. (2002). National Athletic Trainers’ Association position statement: Exertional heat illnesses. *Journal of Athletic Training*, 37(3), 329-343.
4. Casa, D. J. & Csillan, D. (2009) Pre-season heat-acclimitization guidelines for secondary school athletics. *Journal of Athletic Training*, 44(3), 332-333.

Role Delineation/Chain of Command in Emergency Situations

Role delineation is assigning roles to individuals in order to effectively and efficiently execute the emergency action plan. More than one person, depending on who is going to be present at a game or practice that day, can carry out each role. The ATC will assign the roles to the people who will be there. The following list is an example of a role delineation in an emergency. We listed at least two people at each role because one person may not be present for a competition or practice.

•Immediate care of the athlete/injured person and decision whether or not to activate EMS:

1. ATC
2. ATS

•Activation of EMS:

1. ATS
2. Assistant Coach
3. Coach
4. Staff/Administrators

•Equipment retrieval/assistance to care provider:

1. ATS
2. Coach
3. Assistant Coach
4. Staff/Administrators

•Meets Ambulance/Open Appropriate Entrances:

1. ATS
2. Assistant Coach
3. Teammate
4. Staff/Administrators

•Player Control:

1. Assistant Coach
2. Team Captain

•Spectator Control:

1. Staff
2. Coaches
3. Administrators

*** EMT's take control of the scene upon arrival. However, in the event of a suspected neck injury, the person at the head should REMAIN at the head until the patient is properly spine boarded.

*** In the event of multiple injuries, the ATC and ATS will triage the injured athletes and provide the appropriate care.

*** Visiting ATC will treat his/her own athletes with the assistance of home ATC/ATS if needed.

*** When an injury occurs to a spectator and first aid is not present, the ATC will take control of the situation and then EMS will be activated if necessary. The role delineation will be the same for an injured spectator as it is for an athlete.

AED LOCATIONS/QUANTITIES

Case	1 – EMT room 1 - The Roof: on the wall to the left of the main set of doors 1 – Walter Brown Area
Case AT Room	1 – Outside the office 3 – Hanging on the wall in the bathroom
300 Babcock	1 – Weight room on 3rd floor by the Head Coaches Office
Boat House	2 – Utilized for both launches
TTC	1 – Far end of track, on wall by the storage room.
FitRec	1 – Pool Deck by Lifeguard 3 – AT Room in the back cabinet under the phone
Agganis	1 - Weight room 1 - Athletic Training Room: mounted on the wall to the left of main doors 1 – Loading dock in Zamboni Area 1 – 2 nd floor concourse
Softball field	1 - AED in Press Box
Rowing Tank Room	1

Emergency Action Plan- General
Boston University

•**Emergency Personnel:** A certified athletic trainer and athletic training student may be on site for practices and games. More staff may be located in the Case Center or FitRec athletic training rooms during normal business hours

•**Emergency Communication:** The certified athletic trainer may carry a cell phone for emergency use, and may have a two-way radio at BU on-campus venues.

•**Emergency Equipment:** AED, spineboard, splint bag, emergency bag and athletic training kit, will be found in the Case Center athletic training room

Role of First Responders:

1. *Immediate care of the injured athlete*
2. *Activation of EMS*
 - a. Designate an individual to notify campus police at **(617) 353-2121**
 - b. Caller will provide pertinent information (location of injured athlete, what happened, how many people have been injured, nature of the injury, what aid is being provided, cell phone number) to campus police, who will call an ambulance
3. *Emergency equipment retrieval*
4. *Direction of EMS to scene*
 - a. Designate an individual to wait for EMS, unlock and open all appropriate entrances, and direct to scene
 - b. Designate an individual to limit scene to first aid providers and move bystanders away from area

•**Venue Directions:** Depending where you are located at BU will dictate what directions will be given. The directions should include where the ambulance should enter.

Agganis Arena

- **Emergency Personnel:** Certified athletic trainer and athletic training student(s) on site for most practices and games; MD maybe present during competitions
- **Emergency Communication:** Certified athletic trainer may carry a cellular phone; a fixed landline phone is located in the athletic training room as well as in the equipment room. Do not use the landline during thunderstorms, instead cell phone use is recommended.
- **Emergency Equipment:** Athletic training kit on site for most practices and games; supplies (stretcher, AED, vacuum splints, crutches, spine board, cervical collars, bag valve mask) located in the Anthony Dougal athletic training room during practice(s) and game(s). AED is located in the Anthony Dougal athletic training room. During competitions, the AED is brought out to the hallway going into the arena.

Roles of First Responders:

1. *Immediate care of injured athlete*
2. *Activation of EMS*
 - a. Call BUPD at **(617) 353-2121**
 - b. Caller will provide pertinent information (name and location of injured athlete, what happened, how many people have been injured, nature of the injury, what aid is being provided, cell phone number) to campus police, who will call an ambulance
3. *Emergency equipment retrieval*
4. *Direction of EMS to scene*
 - a. Designate individual to wait for EMS, unlock and open all appropriate entrances, and direct to scene. The designated individual will be located at the loading ramp of Agganis Arena. From there the EMS staff can be directed onto the ice through the zamboni door entrance.
 - b. Designate an individual to limit scene to first aid providers and move bystanders away from area

- **Venue Directions:** 925 Commonwealth Ave GPS 42.351507, -71.117242 The ice/basketball surface is located in the Agganis Arena, which is located at the corner of Harry Agganis Way and Commonwealth Ave. To Access the Agganis Arena loading ramp turn off Commonwealth Ave onto Buick St. (North turn towards the Charles River). Follow Buick St. around the Fitness and Recreation Building and the Student Village Dorm, the ambulance entrance is located in the rear of the Agganis Arena. Once in the arena EMS will be brought through the zamboni doors and onto the ice/basketball surface.

Agganis Arena Visitor's Athletic Training Room

- Emergency Personnel: Certified athletic trainer(s) and athletic training student(s) on site for practice, competition, and clinical hours
- Emergency Communication: Fixed telephone line in visiting athletic training room. Cell phone use is recommended during thunderstorms.
- Emergency Equipment: supplies (AED, spine board, trauma kit, splint kit) available in the Anthony Dougal athletic training room. During competitions, the AED is brought out to the hallway going into the arena.

Roles of First Responders:

1. *Immediate care of the injured athlete*
2. *Activation of EMS*
 - a. Designate an individual to notify campus police at **(617) 353-2121**
 - b. Caller will provide pertinent information (location of injured athlete, what happened, how many people have been injured, nature of the injury, what aid is being provided, cell phone number) to campus police, who will then call an ambulance
3. *Emergency equipment retrieval*
4. *Direction of EMS to scene*
 - a. Designate an individual to wait for EMS, unlock and open all appropriate entrances, and direct to scene. The designated individual will be waiting for the ambulance at the loading ramp of Agganis Arena.
 - b. Designate an individual to limit scene to first aid providers and move bystanders away from area

- Venue Directions: 925 Commonwealth Ave GPS 42.351507, -71.117242 The ice/basketball surface is located in the Agganis Arena, which is located at the corner of Harry Agganis Way and Commonwealth Ave. To Access the Agganis Arena loading ramp turn off Commonwealth Ave onto Buick St. (North turn towards the Charles River). Follow Buick St. around the Fitness and Recreation Building and the Student Village Dorm, the ambulance entrance is located in the rear of the Agganis Arena. Once in the arena take first left down the hallway; athletic training room will be located in the visitor's locker room area, which is on the right hand side. Once in the visitor's locker area the visitor's athletic training room is located on the right hand side.

Agganis Arena Weight Room

- Emergency Personnel: Certified athletic trainer and athletic trainer student(s) (if present), strength and conditioning coach(s), team coach(s) (if present).
- Emergency Communication: During an emergency activate EMS by calling BUPD first then phone or send someone down the hall to the AT Room. Landline phone is stationed in the strength and conditioning coach(s) office. The Anthony Dougal athletic training room number is (617) 353-7326. Do not use the landline during thunderstorms, instead cell phone use is recommended. If no one is present at the Anthony Dougal athletic training call over to main athletic training room in Case Center (617) 353-2746.
- Emergency Equipment: AED; all other emergency supplies located in AT Room.

• Roles of First Responders:

1. *Immediate care of injured athlete by the highest trained (medical) person present.*
2. *Activate EMS*
 - a. Designate an individual to notify campus police at **(617) 353-2121**.
 - b. Caller will provide pertinent information (name and location of injured athlete, what happened, how many people have been injured, nature of the injury, what aid is being provided, cell phone number) to campus police, who will call an ambulance.
3. *Alert athletic training room of injury.* If occurrence is not during normal clinical hours, contact the athletic trainer in charge of that sport. If that athletic trainer is not available, start at the top of the contact list (Larry Venis - provided on page 62) and work down the list until you are able to talk to someone (leaving a message does not count).
4. *Emergency equipment retrieval.*
5. *Direction of EMS to scene*

- Venue Directions: 925 Commonwealth Ave GPS 42.351507, -71.117242 The ice/basketball surface is located in the Agganis Arena, which is located at the corner of Harry Agganis Way and Commonwealth Ave. To Access the Agganis Arena loading ramp turn off Commonwealth Ave onto Buick St. (North turn towards the Charles River). Follow Buick St. around the Fitness and Recreation Building and the Student Village Dorm, the ambulance entrance is located in the rear of the Agganis Arena. Once in the arena take first right down the hallway; the weight room will be located on right hand side, past the athletic training room, equipment room and video room.

Agganis Arena: Anthony Dougal Athletic Training Room

- **Emergency Personnel:** Certified athletic trainer(s) and athletic training student(s) on site for practice, competition, and clinical hours, MD maybe present during competitions.
- **Emergency Communication:** Fixed telephone line in certified athletic trainers' office, fixed line in the equipment room, and cell phone carried by certified athletic trainer. Cell phone use is recommended during a thunderstorm.
- **Emergency Equipment:** supplies (AED, spine board, trauma kit, splint kit) available in athletic training room. During competitions, the AED is brought out to the hallway going into the arena.

Roles of First Responders:

1. *Immediate care of the injured athlete*
2. *Activation of EMS*
 - a. Designate an individual to notify campus police at **(617) 353-2121**
 - b. Caller will provide pertinent information (location of injured athlete, what happened, how many people have been injured, nature of the injury, what aid is being provided, cell phone number) to campus police, who will then call an ambulance
3. *Emergency equipment retrieval*
4. *Direction of EMS to scene*
 - a. Designate an individual to wait for EMS, unlock and open all appropriate entrances, and direct to scene. The designated individual will be waiting for the ambulance at the loading ramp of Agganis Arena.
 - b. Designate an individual to limit scene to first aid providers and move bystanders away from area

• **Venue Directions:** 925 Commonwealth Ave GPS 42.351507, -71.117242 The ice/basketball surface is located in the Agganis Arena, which is located at the corner of Harry Agganis Way and Commonwealth Ave. To Access the Agganis Arena loading ramp turn off Commonwealth Ave onto Buick St. (North turn towards the Charles River). Follow Buick St. around the Fitness and Recreation Building and the Student Village Dorm, the ambulance entrance is located in the rear of the Agganis Arena. Once in the arena take first right down the hallway; athletic training room will be located on right hand side, past the equipment room and video room.

Case Center: Athletic Training Room

- **Emergency Personnel:** Certified athletic trainer(s) and athletic training students on site for practice, competition, and clinical hours
- **Emergency Communication:** Fixed telephone line in certified athletic trainers', telephone line in the treatment area, and also a phone line across the hall in the doctor's office. Cell phone use is recommended during a thunderstorm.
- **Emergency Equipment:** supplies (AED, spine board, trauma kit, splint kit) available in athletic training room bathroom and athletic training room storage closet

Roles of First Responders:

1. *Immediate care of the injured athlete*
2. *Activation of EMS*
 - a. Designate an individual to notify campus police at **(617) 353-2121**
 - b. Caller will provide pertinent information (location of injured athlete, what happened, how many people have been injured, nature of the injury, what aid is being provided, cell phone number) to campus police, who will then call an ambulance
3. *Emergency equipment retrieval*
4. *Direction of EMS to scene*
 - a. Designate an individual to wait for EMS, unlock and open all appropriate entrances, and direct to scene. The designated individual will be waiting for the ambulance just outside the front door of the Case Athletic Center.
 - b. Designate an individual to limit scene to first aid providers and move bystanders away from area

- **Venue Directions:** 285 Babcock St. GPS 42.353320, -71.120738 the athletic training room is located in the Case Athletic Center at the corner of Ashford St. and Babcock St. adjacent to West Campus. Turn off Commonwealth Ave onto Babcock Street (turn North towards the Charles River). Follow Babcock St. for approximately 210 yards, the ambulance entrance is located at 285 Babcock St. (front door to Case Athletic Center): take first right off main hallway; athletic training room located on left past the equipment room.

Case Center: Basketball Courts/The Roof

- Emergency Personnel: Certified athletic trainer and athletic training students on site for BU basketball practices and games as well as BU wrestling matches; MD maybe present for competitions; additional staff available in Case Center athletic training room during normal business hours.
- Emergency Communication: Certified athletic trainer will carry a cellular phone; pay phone located outside the gym toward the restrooms. Cell phone use is recommended during a thunderstorm.
- Emergency Equipment: supplies (athletic training kit) on site during practice and competition; additional supplies (AED, vacuum splints, crutches, knee immobilizer) available during competitions; spine board located downstairs in main athletic training room

• Roles of First Responders:

1. *Immediate care of injured athlete*
2. *Activation of EMS*
 - a. Call BUPD at **(617) 353-2121**
 - b. Caller will provide pertinent information (name and location of injured athlete, what happened, how many people have been injured, nature of the injury, what aid is being provided, cell phone number) to campus police, who will call an ambulance
3. *Emergency equipment retrieval*
4. *Directions to EMS to scene*
 - a. Designate individual to wait for EMS, unlock and open all appropriate entrances, and direct to scene. The designated individual will wait for the ambulance at 277 Babcock St. (the plaza). They should direct EMS up the stairs or the ramp. Once they reach the dorms they should make a left and proceed towards the glass doors. Go up the stairs and into the gym.
 - b. Designate an individual to limit scene to first aid providers and move bystanders away from area

• Venue Directions: 277 Babcock Street GPS :42.352824, -71.120967 The basketball courts are located at 285 Babcock Street. Turn off Commonwealth Ave onto Babcock Street (turn towards the Charles River). Stop at plaza at 277 Babcock Street (directly across from Gardner Street, in-between Rich and Sleeper Halls) approximately 90 yards down Babcock Street. Can either go up the stairs or the ramp. Make a left when you get to the dorms. There will be four sets of glass doors in front of you in the distance. Enter the building here. Go up the stairs and into the gym.

Case Center: Pool (Faneuil Pool)

- Emergency Personnel: Coaches, officials at practices/games. Certified athletic trainers and athletic training students in athletic training room upstairs for some practices and matches. For rehabilitative pool workouts, certified athletic trainers will be with the student-athlete(s).
- Emergency Communication: Phone located in coach's office. Certified athletic trainer(s) may carry cell phone. Additional landline phones are located in facilities offices. Do not use the landline during thunderstorms, instead cell phone use is recommended.
- Emergency Equipment: Located in athletic training room upstairs.

• **Roles of First Responders:**

1. *Immediate care of injured athlete by the highest trained (medically) person present.*
2. *Activate EMS*
 - a. Designate an individual to notify campus police at **(617) 353-2121**.
 - b. Caller will provide pertinent information (name and location of injured athlete, what happened, how many people have been injured, nature of the injury, what aid is being provided, cell phone number) to campus police, who will call an ambulance.
3. *Alert athletic training room of injury.* If occurrence is not during normal clinical hours, contact the athletic trainer in charge of that sport. If that athletic trainer is not available, start at the top of the contact list (Larry Venis - provided on page 62) and work down the list until you are able to talk to someone (leaving a message does not count).
4. *Emergency equipment retrieval.*
5. *Direction of EMS to scene*
 - a. Designate an individual to wait for EMS, unlock and open all appropriate entrances, and direct to scene. The designated individual will be waiting for the ambulance just outside the front door of the Case Athletic Center.
 - b. Designate an individual to limit scene to first aid providers and move bystanders away from area.
6. *If athlete is injured in the water, certified athletic trainer should stabilize person (in the water) until EMS arrives to spineboard individual in the water.*

• Directions to the Scene: 285 Babcock St. GPS 42.353320, -71.120738 The Case Center Pool is located in the Case Athletic Center at the corner of Ashford St. and Babcock St. adjacent to West Campus. Turn off Commonwealth Ave onto Babcock Street (turn North towards the Charles River). Follow Babcock St. for approximately 210 yards, the ambulance entrance is located at 285 Babcock St. (front door to Case Athletic Center): Proceed through the lobby to end until you reach the clear glass doors. Take a right and you will see a set of stairs, proceed down one flight and you will enter the pool from here.

• **Note**: Nobody should be in the pool during a thunderstorm or with lightning present outside due to the chance of injury by a ground current.

•Lightning-Safe Shelter: Lobby of Case Athletic Center

At the first sign of lightning or thunder:

1. Seek safe shelter in the lobby of the Case Athletic Center.
2. Designate a weather watcher to monitor the weather from a safe location.
3. No aquatic activities are to be resumed until 30 minutes after the last sign of lightning/thunder. For every sign observed, the 30 minute timer is reset.

Case Center: Weight Room(Third Floor)

- Emergency Personnel: Certified athletic trainer and athletic training student(s) (if present), strength and conditioning coaches, team coaches (if present).
- Emergency Communication: During an emergency activate EMS first then radio/phone over to the AT Room across the street (phone located in coaches offices and in the middle of the weight room). Cell phone use is recommended during a thunderstorm.
- Emergency Equipment: All located in the Case Athletic Training Room across the street. AED mounted on wall between strength and conditioning coaches' offices.

• Roles of First Responders:

1. *Immediate care of injured athlete by the highest trained (medically) person present.*
2. *Activate EMS*
 - a. Designate an individual to notify campus police at **(617) 353-2121**.
 - b. Caller will provide pertinent information (name and location of injured athlete, what happened, how many people have been injured, nature of the injury, what aid is being provided, cell phone number) to campus police, who will call an ambulance.
3. *Alert case athletic training room of injury **(617) 353-2746**. If no athletic trainer is available, contact the athletic trainer that is in charge of that sport. If that athletic trainer is not available, start at the top of the contact list (Larry Venis - provided on page 62) and work down the list until you are able to talk to someone (leaving a message does not count).*
4. *Emergency equipment retrieval.*
5. *Direction of EMS to scene*
 - a. Designate an individual to wait for EMS, unlock and open all appropriate entrances, and direct to scene. The designated individual shall wait for the ambulance in front of 300 Babcock St. Once you enter the main door the individual shall show the Paramedics to the elevator and take upstairs to the weight room.
 - b. Designate an individual to limit scene to first aid providers and move bystanders away from area.

- Venue Directions: 300 Babcock St GPS: 42.353922, -71.120923 The weight room is located at 300 Babcock St. Turn off Commonwealth Ave. onto Babcock Street (turn north towards the Charles River). The EMS entrance is located at the main entrance of 300 Babcock Street. Once inside 300 Babcock St. you will take your immediate left. After entering the door you will proceed down either the ramp or stairs to the main level. Turn right and follow hallway to the end. At the end of the hallway you will open another door and take a left and then an immediate right. The elevator will be located on your right. EMS shall then take the elevator upstairs to the weight room, which is located on the third floor. Exit the elevator and take a left. **The key to access these doors in 300 Babcock is the A222 key.**

Fitness & Recreation Center: Athletic Training Room

- **Emergency Personnel:** Certified athletic trainer(s) and athletic training students on site for practice, competition, and clinical hours
- **Emergency Communication:** Fixed telephone line in athletic training room on back counter, fixed lines in certified athletic trainers' offices, and cell phones carried by certified athletic trainers. Cell phone use is recommended during thunderstorms.
- **Emergency Equipment:** AED available in back cabinets underneath telephone.

Roles of First Responders:

1. *Immediate care of the injured athlete*
2. *Activation of EMS*
 - a. Designate an individual to notify campus police at **(617) 353-2121**
 - b. Caller will provide pertinent information (location of injured athlete, what happened, how many people have been injured, nature of the injury, what aid is being provided, cell phone number) to campus police, who will then call an ambulance
3. *Emergency equipment retrieval*
4. *Direction of EMS to scene*
 - a. Designate an individual to wait for EMS, unlock and open all appropriate entrances, and direct to scene. The designated individual will be waiting for the ambulance just outside the front door of the Fitness & Recreation Center. If alone, notify front desk at 358-3740 and have them direct EMS to Athletic Training Room.
 - b. Designate an individual to limit scene to first aid providers and move bystanders away from area

- **Venue Directions:** 915 Commonwealth Ave. GPS 42.351473, -71.116942. The athletic training room is located in the Fitness and Recreation Center at 915 Commonwealth Avenue Walk in front doors, go through turn styles, and follow the hallway to the first set of double glass doors on your left, the athletic training room is straight ahead.

Fitness & Recreation Center: Swimming Pool

- Emergency Personnel: Certified athletic trainer, athletic training student(s), head coach(s), assistant coach(s), and lifeguards on site for most practices and games.
- Emergency Communication: Certified athletic trainer will carry a cellular phone; a fixed landline phone is located in the swimming pool athletic training room, which is located adjacent to the diving boards. Also there is an emergency phone located at the end of the competition pool by the starting blocks. Do not use landline telephones during thunderstorms, instead cell phone use is recommended.
- Emergency Equipment: Some emergency supplies will be located in the athletic training room. AED is located in the pool area. It is mounted on the wall where the staff offices are located.

• Roles of First Responders:

1. Immediate care of injured athlete
2. If **no athletic trainer** is on duty the lifeguards will provide care for the athlete. The lifeguards should follow their emergency procedure.
3. If **an athletic trainer** is on duty the lifeguards should relinquish care of the athlete once the athlete is out of the water.
4. Activation of EMS
 - a. Call BUPD at **(617) 353-2121**
 - b. Caller will provide pertinent information (name and location of injured athlete, what happened, how many people have been injured, nature of the injury, what aid is being provided, cell phone number) to campus police, who will call an ambulance.
 - c. If athletic trainer is not on-scene, please contact athletic training room to advise them of the incident. If occurrence is not during normal clinical hours, contact the athletic trainer in charge of that sport. If that athletic trainer is not available, start at the top of the contact list (Larry Venis - provided on page 62) and work down the list until you are able to talk to someone (leaving a message does not count).
5. Emergency equipment retrieval
6. Direction of EMS to scene
 - a. Designate individual to wait for EMS, unlock and open all appropriate entrances, and direct to scene. The designated individual will be located at the main entrance of the Fitness and Recreation Center. From there the EMS staff can be directed to the swimming pool.
 - b. Designate an individual to limit scene to first aid providers and move bystanders away from area.

• Venue Directions: 915 Commonwealth Ave. GPS 42.351473, -71.116942 the swimming pool is located in the Fitness and Recreation Center, which is located at the corner of Buick St. and Commonwealth Ave. To access the main door of the Fitness and Recreation Center the ambulance will park at 915 Commonwealth Ave between the Agganis Arena and the Fitness and Recreation Center. Once they pass through the entrance turnstiles they will continue straight. The pool will be on their left one floor below them. EMS will be able to visually see the pool at that point. Immediately after seeing the pool the elevators will be located on your left. Take elevator down one flight. Exit elevators and take a left and then an immediate left down the hall towards the coach's office. Enter onto the pool deck through the offices on their left.

• Lightning-Safe Shelter: Lower Lobby of Fitness and Recreation Center

At the first sign of lightning or thunder (may be an alert via cell phone):

1. Seek safe shelter in the lower level lobby of the FitRec Center.
2. While indoors, stay away from any the walls, windows, plumbing and electronic devices attached to the walls (including landline telephones).
3. Designate a weather watcher to monitor the weather from a safe location.
4. No aquatic activities are to be resumed until 30 minutes after the last sign of lightning/thunder. For every sign observed, the 30 minute timer is reset.

Fitness & Recreation Center: SwimEx Pool

- **Emergency Personnel:** Certified athletic trainer present for any therapy or treatment.
- **Emergency Communication:** Fixed telephone line in the SwimEx room, fixed lines in certified athletic trainers' offices, and cell phones carried by certified athletic trainers. Cell phone use is recommended during thunderstorms.
- **Emergency Equipment:** Spine board in SwimEx room, AED available in Athletic Training room in back cabinets underneath telephone.

Roles of First Responders:

1. *Immediate care of the injured athlete*
2. *Activation of EMS*
 - a. Designate an individual to notify campus police at **(617) 353-2121**
 - b. Caller will provide pertinent information (location of injured athlete, what happened, how many people have been injured, nature of the injury, what aid is being provided, cell phone number) to campus police, who will then call an ambulance
3. *Emergency equipment retrieval*
4. *Direction of EMS to scene*
 - a. Designate an individual to wait for EMS, unlock and open all appropriate entrances, and direct to scene. The designated individual will be waiting for the ambulance just outside the front door of the Fitness & Recreation Center. If alone, notify front desk at 358-3740 and have them direct EMS to the SwimEx room.
 - b. Designate an individual to limit scene to first aid providers and move bystanders away from area

• **Venue Directions:** 915 Commonwealth Ave. GPS 42.351473, -71.116942 The SwimEx room is located in the Fitness and Recreation Center at 915 Commonwealth Avenue. Walk in front doors, go through turnstyles, and follow the hallway to the first set of double glass doors on your left, take a right into the hallway and the SwimEx room is straight ahead.

• **Lightning-Safe Shelter:** FitRec Athletic Training Room

At the first sign of lightning or thunder:

1. Seek safe shelter in the FitRec Athletic Training Room.
2. While indoors, stay away from any the walls, windows, plumbing and electronic devices attached to the walls (including landline telephones).
3. Designate a weather watcher to monitor the weather from a safe location.
4. No aquatic activities are to be resumed until 30 minutes after the last sign of lightning/thunder. For every sign observed, the 30 minute timer is reset.

Nickerson Field

- Emergency Personnel: Certified athletic trainer and athletic training students on site for some practices and games; MD maybe present during competitions; additional staff is located in the main athletic training room in Case Athletic Center during normal business hours.
- Emergency Communication: Certified athletic trainer will carry a cellular phone; a campus blue phone is located on the wall closest to West Campus residence halls underneath the “B” in Boston University. Cell phone use is recommended during a thunderstorm.
- Emergency Equipment: Athletic training kit on site for all practices and game; supplies (stretcher, AED, vacuum splints, crutches, knee immobilizer, spine board, cervical collars, bag valve mask, blankets) located on site for competitions and in the main athletic training room during practices

• Roles of First Responders:

1. *Immediate care of injured athlete*
2. *Activation of EMS*
 - a. Call BUPD at **(617) 353-2121**
 - b. Caller will provide pertinent information (name and location of injured athlete, what happened, how many people have been injured, nature of the injury, what aid is being provided, cell phone number) to campus police, who will call an ambulance
3. *Emergency equipment retrieval*
4. *Direction of EMS to scene*
 - a. Designate individual to wait for EMS, unlock and open all appropriate entrances, and direct to scene. The designated individual will be located at the end of Harry Agganis Way. From there they can direct the ambulance onto Nickerson Field.
 - b. Designate an individual to limit scene to first aid providers and move bystanders away from area

- Venue Directions: 33 Harry Agganis Way GPS 42.352882, -71.118415 Nickerson Field is located at the end of Harry Agganis Way on the west (left) side of the street. Turn off of Commonwealth Ave. onto Harry Agganis Way (statue of Harry Agganis will be on your right). Continue straight down the street and the entrance is located at the end of the street on the left approximately 300 yards from Commonwealth Avenue. Come down ramp and onto the track. Make a quick left before the bleachers and you can get onto the field, which is on the left. **If the gate to Nickerson Field is locked the host athletic trainer will key to open, it is the FAG10 key, all Certified Athletic Trainers should have the FAG10 and the 09 key with them on-field.**

If a key is not available, contact Facilities. They are located in the office down the hall to your left as you enter Case from Nickerson Field.

- **Lightning-Safe Shelter:** Lobby of Case Athletic Center

At the first sign of lightning or thunder:

1. Seek safe shelter in lobby of the Case Athletic Center.
2. If you cannot reach the Case Athletic Center, take shelter in any vehicle with a hard metal roof and closed windows.
3. While indoors, stay away from any the walls, windows, plumbing and electronic devices attached to the walls (including landline telephones). If in a vehicle, avoid contact with the metal frame and radio use.
4. Designate a weather watcher to monitor the weather from a safe location.
5. No outdoor activities are to be resumed until 30 minutes after the last sign of lightning/thunder. For every sign observed, the 30 minute timer is reset.

Rowing Erg Room

- Emergency Personnel: Head coach(s), and assistant coaches on site for most workouts.
- Emergency Communication: During an emergency activate EMS first then radio/phone over to the AT Room across the street. Landline phone maybe located in the crew office in the erg room, coaches should carry cell phone in the event of an emergency. Cell phone use is recommended during a thunderstorm.
- Emergency Equipment: The closest emergency equipment would be the AED located in the varsity weight room

• Roles of First Responders:

1. *Immediate care of the injured athlete*
2. *Activation of EMS*
 - a. Designate an individual to notify campus police at **(617) 353-2121**
 - b. Caller will provide pertinent information (location of injured athlete, what happened, how many people have been injured, nature of the injury, what aid is being provided, cell phone number) to campus police, who will then call an ambulance
3. *Emergency equipment retrieval*
4. *Direction of EMS to scene*
 - a. Designate an individual to wait for EMS, unlock and open all appropriate entrances, and direct to scene. The designated individual will be waiting for the ambulance outside the 300 Babcock St entrance.
 - b. Designate an individual to limit scene to first aid providers and move bystanders away from area
5. *Call the Boston University athletic trainer in charge of your sport. If that athletic trainer is not available, start at the top of the contact list (Larry Venis - provided on page 62) and work down the list until you are able to talk to someone (leaving a message does not count).*

- Venue Directions: 300 Babcock St GPS: 42.353922, -71.120923 The erg room is located at 300 Babcock St. Turn off Commonwealth Ave. onto Babcock Street (turn towards the Charles River). The EMS entrance is located at the main entrance of 300 Babcock Street. Once inside 300 Babcock St. you will take your immediate left into the old PERD department. After entering the door you will proceed down either the ramp or stairs to the main level. Turn right and follow hallway to the end. At the end of the hallway you will open another door and take a left and then an immediate right. The elevator will be located on your right. EMS shall then take the elevator upstairs to the 3rd floor. Exit the elevator and take a right. Walk through doors (if locked use TGM key) and entrance to erg room will be on your left. It is a combination door. You need to punch 4 and 3 at the same time followed by 3. **The key to access these doors in 300 Babcock is the A222 key.**

Rowing Tank Room

- **Emergency Personnel:** Head coach(s), and assistant coaches on site for most workouts.
- **Emergency Communication:** During an emergency activate EMS first then radio/phone over to the AT Room across the street. There is a landline phone located in the rowing office in the tank room, coaches may carry cell phone(s). Cell phone use is recommended during thunderstorms.
- **Emergency Equipment:** There is no emergency equipment located on site in the tank room. All emergency equipment will be located in the main athletic training room.

Roles of First Responders:

1. *Immediate care of the injured athlete*
2. *Activation of EMS*
 - a. Designate an individual to notify campus police at **(617) 353-2121**
 - b. Caller will provide pertinent information (location of injured athlete, what happened, how many people have been injured, nature of the injury, what aid is being provided, cell phone number) to campus police, who will then call an ambulance
3. *Emergency equipment retrieval*
4. *Direction of EMS to scene*
 - a. Designate an individual to wait for EMS, unlock and open all appropriate entrances, and direct to scene. The designated individual will be waiting for the ambulance outside to direct them to the rowing tank entrance.
 - b. Designate an individual to limit scene to first aid providers and move bystanders away from area
5. *Call the Boston University athletic trainer in charge of your sport.* If that athletic trainer is not available, start at the top of the contact list (Larry Venis - provided on page 62) and work down the list until you are able to talk to someone (leaving a message does not count).

- **Venue Directions:** 302 Babcock St GPS: 42.353933, -71.120931 The tank room is located at 302 Babcock St, which is vending services office. (302 Babcock is actually located on Ashford St.). Turn off Commonwealth Ave. onto Babcock Street (turn towards the Charles River). The EMS entrance is located at the garage door, which opens up to a loading dock. Once inside you will go straight towards the back of the building. The rowing tanks will be on your left hand side.

Softball Field

- Emergency Personnel: Certified athletic trainer and athletic training students on site for some practices and competitions; additional staff located in main athletic training room at Case Athletic Center (at end of Ashford St.).
- Emergency Communication: Blue box with direct access to BUPD located on the left hand side of the Track and Tennis Center's main entrance. Certified athletic trainer maybe carrying a cellular phone. Cell phone use is recommended during a thunderstorm.
- Emergency Equipment: supplies (trauma kit, splint kit) on site during some practices and competitions; AED is located in the press box; additional supplies available in main athletic training room at Case Athletic Center at end of Ashford St.

• Roles of First Responders:

1. *Immediate care of the injured athlete*
2. *Activation of EMS*
 - a. Designate an individual to notify campus police at **(617) 353-2121**
 - b. Caller will provide pertinent information (name and location of injured athlete, what happened, how many people have been injured, nature of the injury, what aid is being provided, cell phone number) to campus police, who will call an ambulance
3. *Emergency equipment retrieval*
4. *Direction of EMS to scene*
 - a. Designate an individual to wait for EMS, unlock and open all appropriate entrances, and direct to scene. The designated individual will be at the corner of Babcock and Gardner St. to direct ambulance to Malvern Field.
 - b. Designate an individual to limit scene to first aid providers and move bystanders away from area
5. *If ATC is not present, call the Boston University athletic trainer in charge of your sport. If that athletic trainer is not available, start at the top of the contact list (Larry Venis - provided on page 62) and work down the list until you are able to talk to someone (leaving a message does not count).*

- Venue Directions: 89 Ashford Street GPS: 42.354054, -71.123992 The softball stadium is located at the corner of Ashford St., Gardner St., and Malvern St.

The gate provides access to the field. Have the ambulance turn down Babcock St. Follow Babcock St.

1. for approximately 90 yards and take Left onto Gardner St. Follow Gardner St. for approximately 240 yards to the gate entrance.
2. for approximately 210 yards and take Left onto Ashford St. Follow Ashford St. for approximately 190 yards to main softball entrance.
 - a. **The decision on where to bring the ambulance should be up to the ATC or the highest ranking emergency personnel on site.**
 - b. **If the gate to the Softball Field is locked the key to open it is the TGM key.**
 - c. **The AED is located in the press box. If the press box is locked the IK9 key will open.**

- Lightning-Safe Shelter: Track and Tennis Center

At the first sign of lightning or thunder:

1. Seek safe shelter in the Track and Tennis Center.
2. If you cannot reach the Track and Tennis Center, take shelter in any vehicle with a hard metal roof and closed windows.
3. While indoors, stay away from any the walls, windows, plumbing and electronic devices attached to the walls (including landline telephones). If in a vehicle, avoid contact with the metal frame and radio use.
4. Designate a weather watcher to monitor the weather from a safe location.
5. No outdoor activities are to be resumed until 30 minutes after the last sign of lightning/thunder. For every sign observed, the 30 minute timer is reset.

Tennis Courts (Outdoor)

- Emergency Plan: Certified athletic trainers and athletic training student(s) available in the main athletic training room during tennis matches and some practices.
- Emergency Communication: Team carries a 2-way radio to main athletic training room for competitions; a campus blue phone is located on the wall closest to West Campus residence halls underneath the B in Boston University. Do not use a landline during thunderstorms, revert to cell phones.
- Emergency Equipment: Supplies (First Aid only) on site. Additional supplies located in Case Center athletic training room.

• Roles of First Responders:

1. *Immediate care of injured athlete*
2. *Activation of EMS*
 - a. Call BUPD **(617) 353-2121** or **3-2121** (from a campus phone).
 - b. Caller will provide pertinent information (name and location of injured athlete, what happened, how many people have been injured, nature of the injury, what aid is being provided, cell phone number) to campus police, who will call an ambulance
3. *Emergency equipment retrieval*
4. *Direction of EMS to scene*
 - a. Designate individual to wait for EMS, unlock and open all appropriate entrances, and direct to scene. The designated individual shall wait for the ambulance at the end of Harry Agganis Way. The individual shall then direct the ambulance down the ramp onto the track towards the tennis courts.
 - b. Designate an individual to limit scene to first aid providers and move bystanders away from area
5. *Contact the athletic trainer present in the Case athletic training room (617-353-2746). If that athletic trainer is not available, start at the top of the contact list (Larry Venis - provided on page 62) and work down the list until you are able to talk to someone (leaving a message does not count).*

- Venue Directions: 33 Harry Agganis Way GPS 42.352882, -71.118415 Tennis courts are located as part of Nickerson Field is located at the end of Harry Agganis Way on the west (left) side of the street. Turn off of Commonwealth Ave. onto Harry Agganis Way (statue of Harry Agganis will be on your right). Continue straight down the street and the entrance is located at the end of the street on the left approximately 300 yards from Commonwealth Avenue. Come down ramp and onto the track. Make a quick left before the bleachers and you can get onto the field, which is on the left. **If the gate to Nickerson Field is locked the host athletic trainer will key to open, it is the TGM key, all Certified Athletic Trainers should have the TGM and the 09 key with them on-field.**

If a key is not available, contact Facilities. They are located in the office down the hall to your left as you enter Case from Nickerson Field.

- Lightning-Safe Shelter: Lobby of Case Athletic Center

At the first sign of lightning or thunder:

1. Seek safe shelter in the lobby of the Case Athletic Center.
2. If you cannot reach the Case Athletic Center, take shelter in any vehicle with a hard metal roof and closed windows.
3. While indoors, stay away from any the walls, windows, plumbing and electronic devices attached to the walls (including landline telephones). If in a vehicle, avoid contact with the metal frame and radio use.
4. Designate a weather watcher to monitor the weather from a safe location.
5. No outdoor activities are to be resumed until 30 minutes after the last sign of lightning/thunder. For every sign observed, the 30 minute timer is reset.

Track and Tennis Center

- Emergency Plan: Certified athletic trainers and athletic training student(s) maybe available on site during track meets and tennis matches. Certified athletic trainer(s) and athletic training student(s) maybe available in the main athletic training room during track and tennis practices.
- Emergency Communication: Landline phone located in the Track and Tennis Center's athletic training room. Certified athletic trainer may carry a cell phone for emergency use. One campus blue phone is located on the left hand wall of the main entrance. An additional campus blue phone is located by the throwing pit in the track and tennis center. Cell phone use is recommended during a thunderstorm.
- Emergency Equipment: Located in Track and Tennis Center's athletic training room. AED is located in a locked cabinet of the track and tennis center of the athletic training room.

• Roles of First Responders:

1. *Immediate care of injured athlete*
2. *Activation of EMS*
 - a. Call BUPD **(617) 353-2121** or **3-2121** (from a campus phone).
 - b. Caller will provide pertinent information (name and location of injured athlete, what happened, how many people have been injured, nature of the injury, what aid is being provided, cell phone number) to campus police, who will call an ambulance
3. *Emergency equipment retrieval*
4. *Direction of EMS to scene*
 - a. Designate individual to wait for EMS, unlock and open all appropriate entrances, and direct to scene. The designated individual shall wait for the ambulance at the garage door entrance of the Track and Tennis Center.
 - b. Designate an individual to limit scene to first aid providers and move bystanders away from area.
5. *Contact the athletic trainer present in the Case athletic training room **(617-353-2746)**. If that athletic trainer is not available, start at the top of the contact list (Larry Venis - provided on page 62) and work down the list until you are able to talk to someone (leaving a message does not count).*

- Venue Directions: 100 Ashford Street 42.354256, -71.123408 Turn down Babcock St. (turn towards Charles River). Follow Babcock St. for approximately 210 yards and take Left onto Ashford St. Follow Ashford St. for approximately 200 yards to the ambulance entrance at the far end of the Track and Tennis Center.

Walter Brown Arena

- Emergency Personnel: Certified athletic trainer and athletic training students will be on site for BU ice hockey practices and games as well as BU basketball games; additional staff is located upstairs in the main athletic training room; MD maybe present for competitions.
- Emergency Communication: Certified athletic trainer may carry a cell phone for emergency use. Fixed phone line located in hockey athletic training room, coach's office, buildings and grounds office, Zamboni area and equipment room. Do not use a landline during thunderstorms, instead revert to cell phones.
- Emergency Equipment: Athletic training kit located on sideline; additional supplies (AED, spine board, splint kit) located in Walter Brown athletic training room.

• Role of First Responders:

1. *Immediate care of injured athlete*
2. *Activation of EMS*
 - a. Call BUPD **(617) 353-2121** or **3-2121** (from a campus phone).
 - b. Caller will provide pertinent information (name and location of injured athlete, what happened, how many people have been injured, nature of the injury, what aid is being provided, cell phone number) to campus police, who will call an ambulance
3. *Emergency equipment retrieval*
4. *Direction of EMS to scene*
 - a. Designate an individual to wait for EMS, unlock and open all appropriate entrances, and direct to scene
 - b. Designate an individual to limit scene to first aid providers and move bystanders away from area

• Venue Directions: 285 Babcock St. GPS 42.353320, -71.120738 Walter Brown Arena is located at 285 Babcock St. in the Case Athletic Center at the corner of Ashford St. and Babcock St. adjacent to West Campus. Turn off Commonwealth Ave onto Babcock Street (turn North towards the Charles River). Follow Babcock St. for approximately 300 yards from Commonwealth Avenue. The ambulance will pass the main lobby entrance and proceed to a dumpster located next to the ambulance entrance.

Wrestling Room-Practice Facility

- Emergency Personnel: Certified athletic trainer and athletic training students maybe present for practices; additional staff available in Case athletic training room during normal business hours.
- Emergency Communication: Certified athletic trainer and/or coach may carry cellular phone, 2-way radio maybe present in wrestling to contact Case athletic training room
- Emergency Equipment: Supplies (athletic training kit); additional supplies (AED, splint board, spine board) located in main athletic training room

• **Roles of First Responders:**

1. *Immediate care of injured athlete*
2. *Activation of EMS*
 - a. Call BUPD at **(617) 353-2121** or **3-2121** (from a campus phone)
 - b. Caller will provide pertinent information (name and location of injured athlete, what happened, how many people have been injured, nature of the injury, what aid is being provided, cell phone number) to campus police, who will call an ambulance
3. *Emergency equipment retrieval*
4. *Direction of EMS to scene*
 - a. Designate individual to wait for EMS, unlock and open all appropriate entrances, and direct to scene. The designated individual will be waiting for the ambulance just outside the front door of the Case Athletic Center.
 - b. Designate an individual to limit scene to first aid providers and move bystanders away from area

- Venue Directions: 285 Babcock St. GPS 42.353320, -71.120738 The Wrestling Room is located at 285 Babcock Street. Turn off of Commonwealth Ave. and onto Babcock Street (turn towards the Charles River). Go down the street and stop in front of the main entrance to Case Athletic Center (directly across from Ashford Street). Go through doors and turn right at the first door. Will go down the hallway (AT Room is on left-hand side). At the end of the Hallway turn left and then a quick right and go through the double doors marked women's locker rooms. Go through the door that is on your right as soon as you go through the double doors. There are two small steps into the wrestling room.

Off-Campus: Boston College – Alumni Stadium

- **Emergency Personnel:** Certified athletic trainer and athletic training student(s) maybe on site for practices and games; additional help may be available in BC athletic training room in Conte Forum.
- **Emergency Communication:** Certified athletic trainer may carry a cell phone; fixed line available at sideline table during games played in Alumni Stadium. Cell phone use is recommended during thunderstorms.
- **Emergency Equipment:** Supplies (athletic training kit); additional supplies available in BC main athletic training room, if open at that time.

Roles of First Responders:

1. *Immediate care of the injured athlete*
2. *Activation of EMS*
 - a. Call BCPD at **(617) 552-4444** or **4444** from a campus phone
 - b. Caller will provide pertinent information (name and location of injured athlete, what happened, how many people have been injured, nature of the injury, what aid is being provided, cell phone number) to campus police, who will call an ambulance
 - c. Call supervising head athletic trainer (Larry Venis or Jenn Chadburn) to tell them what happened and what is going to be done with the athlete. If either are not available, start at the top of the contact list (Larry Venis - provided on page 62) and work down the list until you are able to talk to someone (leaving a message does not count).
 - d. Call BC AT room at 617-552-6666 and tell a certified athletic trainer what has happened
3. *Emergency equipment retrieval*
4. *Direction of EMS to scene*
 - a. Designate an individual to wait for EMS, unlock and open all appropriate entrances, and direct to scene
 - b. Designate an individual to limit scene to first aid providers and move bystanders away from area

• **Venue Directions:** 2601 Beacon St, Chestnut Hill, MA GPS 42.331772, -71.158417 Alumni Field is located on BC main campus. Turn off of Commonwealth Ave and into BC campus at St. Ignatius Church. Turn right at the stop sign. Follow road around lower campus and follow it as it curves to the left. After the curve, Conte Forum should be in front of you. Continue on that road until you are directly in front of the Forum and turn left. Alumni Field will be on your right. At the end of the stadium, bear right and then make a quick right hand turn, which leads you into the stadium. You will be turning into the ambulance bay. Ambulance can come straight on the field from there.

Lightning-Safe Shelter: Alumni Stadium Concourse

At the first sign of lightning or thunder:

1. Seek safe shelter in the Alumni Stadium Concourse.
2. While indoors, stay away from any the walls, windows, plumbing and electronic devices attached to the walls (including landline telephones).
3. Designate a weather watcher to monitor the weather from a safe location.
4. No outdoor activities are to be resumed until 30 minutes after the last sign of lightning/thunder. For every sign observed, the 30 minute timer is reset.

Off-Campus: Boston College – Newton Campus Game Field
(Lacrosse and Soccer)

- **Emergency Personnel:** Certified athletic trainer and athletic training student(s) maybe on site for practices and games.
- **Emergency Communication:** Certified athletic trainer may carry a cell phone; emergency telephone is located in Quonset Hut between the game and practice field. Cell phone use is recommended during thunderstorms.
- **Emergency Equipment:** Supplies (athletic training kit); additional supplies available in BC main athletic training room, if open at that time.

• **Roles of First Responders:**

1. *Immediate care of the injured athlete*

2. *Activation of EMS*

- a. Call BCPD at **(617) 552-4444** from a cell phone or **4444** from a campus phone
- b. Caller will provide pertinent information (name and location of injured athlete, what happened, how many people have been injured, nature of the injury, what aid is being provided, cell phone number) to campus police, who will call an ambulance
- c. Call supervising head athletic trainer (Larry Venis or Jenn Chadburn) to tell them what happened and what is going to be done with the athlete. If either are not available, start at the top of the contact list (Larry Venis - provided on page 62) and work down the list until you are able to talk to someone (leaving a message does not count).
- d. Call BC AT room (617) 552-6666 and tell a certified athletic trainer what has happened

3. *Emergency equipment retrieval*

4. *Direction of EMS to scene*

- c. Designate an individual to wait for EMS, unlock and open all appropriate entrances, and direct to scene
- d. Designate an individual to limit scene to first aid providers and move bystanders away from area

- **Venue Directions:** Colby Rd off 784 Centre Street, Newton, MA GPS 42.34480,-71.19402 Newton Campus Field is located on the Boston College Law School Campus behind the Quonset Hut. To get to the Law School Campus take exit 17 on the Mass Pike and then turn onto Centre Street. The Law School Campus will be your next right turn onto Colby Rd. Emergency access to the field will be on your left. Be aware of Boston College Police who will be directing you towards this access way.

- Lightning-Safe Shelter: Vehicles used to travel to Newton Campus Field

At the first sign of lightning or thunder:

1. Take shelter in any vehicle with a hard metal roof and closed windows.
2. While in a vehicle, avoid contact with the metal frame and radio use.
3. Designate a weather watcher to monitor the weather from a safe location.
4. No outdoor activities are to be resumed until 30 minutes after the last sign of lightning/thunder. For every sign observed, the 30 minute timer is reset.

Off-Campus: Boston College – Newton Campus Practice Field
(Field Hockey)

- **Emergency Personnel:** Certified athletic trainer and athletic training student(s) maybe on site for practices and games.
- **Emergency Communication:** Certified athletic trainer may carry a cell phone; emergency telephone is located in Quonset Hut between the game and practice field. Cell phone use is recommended during thunderstorms.
- **Emergency Equipment:** Supplies (athletic training kit); additional supplies available in BC main athletic training room, if open at that time.

• **Roles of First Responders:**

1. *Immediate care of the injured athlete*
2. *Activation of EMS*
 - a. Call BCPD at **(617) 552-4444** from a cell phone or **4444** from a campus phone
 - b. Caller will provide pertinent information (name and location of injured athlete, what happened, how many people have been injured, nature of the injury, what aid is being provided, cell phone number) to campus police, who will call an ambulance
 - c. Call supervising head athletic trainer (Larry Venis or Jenn Chadburn) to tell them what happened and what is going to be done with the athlete. If either are not available, start at the top of the contact list (Larry Venis - provided on page 62) and work down the list until you are able to talk to someone (leaving a message does not count).
 - d. Call BC AT room 617-552-6666 and tell a certified athletic trainer what has happened.
3. *Emergency equipment retrieval*
4. *Direction of EMS to scene*
 - a. Designate an individual to wait for EMS, unlock and open all appropriate entrances, and direct to scene
 - b. Designate an individual to limit scene to first aid providers and move bystanders away from area

• **Venue Directions:** Colby Rd off 784 Centre Street, Newton, MA GPS 42.34480,-71.19402 Newton Campus Field is located on the Boston College Law School Campus behind the Quonset Hut. To get to the Law School Campus take exit 17 on the Mass Pike and then turn onto Centre Street. The Law School Campus will be your next right turn onto Colby Rd. Emergency access to the field will be on your left. Be aware of Boston College Police who will be directing you towards this access way.

• **Lightning-Safe Shelter:** Vehicles used to travel to Newton Campus Field

At the first sign of lightning or thunder:

1. Take shelter in any vehicle with a hard metal roof and closed windows.
2. While in a vehicle, avoid contact with the metal frame and radio use.
3. Designate a weather watcher to monitor the weather from a safe location.
4. No outdoor activities are to be resumed until 30 minutes after the last sign of lightning/thunder. For every sign observed, the 30 minute timer is reset.

Off-Campus: Brookline Golf Club at Putterham

- **Emergency Personnel:** Certified athletic trainer and athletic training students will not be on site for practice(s) and matches.
- **Emergency Communication:** Coaches should carry cell phones on them. A fixed landline is located in the clubhouse, which is located at the entrance of the golf course. This landline should NOT be used during a thunderstorm, instead use of cell phones are recommended.
- **Emergency Equipment:** There is no emergency equipment present.

Roles of First Responders:

1. *Immediate care of injured athlete*
2. *Activation of EMS*
 - a. Call **911**
 - b. Caller will provide pertinent information (name and location of injured athlete, what happened, how many people have been injured, nature of the injury, what aid is being provided, cell phone number) to campus police, who will call an ambulance
3. *Emergency equipment retrieval*
4. *Direction of EMS to scene*
 - a. Designate individual to wait for EMS, unlock and open all appropriate entrances, and direct to scene. The designated individual should wait for ambulance at the entrance to Putterham Golf Course.
 - b. Designate an individual to limit scene to first aid providers and move bystanders away from area
5. *Call the Boston University athletic trainer in charge of your sport. If that athletic trainer is not available, start at the top of the contact list (Larry Venis - provided on page 62) and work down the list until you are able to talk to someone (leaving a message does not count).*

• **Venue Directions:** 1281 W. Roxbury Pkwy Brookline, MA GPS 42.310290, -71.161934 Brookline Golf Club at Putterham is located at 1281 W. Roxbury Pkwy. in Brookline. If you are coming from Boston University you should take Rt. 9 west bound. Follow Rt. 9 west until you reach Hammond St. Take a left onto Hammond St. Follow Hammond St. to a rotary. Follow rotary 2/3 of the way around onto W. Roxbury Prky. The entrance to Putterham will be on the left a few yards after the rotary.

• **Lightning-Safe Shelter:** Brookline Golf Clubhouse

At the first sign of lightning or thunder:

1. Seek safe shelter in the clubhouse.
2. If you cannot reach the clubhouse, take shelter in any vehicle with a hard metal roof and closed windows.
3. While indoors, stay away from any the walls, windows, plumbing and electronic devices attached to the walls (including landline telephones). If in a vehicle, avoid contact with the metal frame and radio use.
4. Designate a weather watcher to monitor the weather from a safe location.
5. No outdoor activities are to be resumed until 30 minutes after the last sign of lightning/thunder. For every sign observed, the 30 minute timer is reset.

Off-Campus: Chelsea High School - Veterans Memorial Field (turf field)

- **Emergency Personnel:** Certified athletic trainer(s) and athletic training student(s) on site. Ambulance on site for home football games.
- **Emergency Communication:** Certified athletic trainer may carry a cellular phone.
- **Emergency Equipment:** Athletic training kit on site for games; supplies (AED, crutches, CPR mask, SAM splint) will be available on site during game(s).
NOTE: THE AED WILL NOT BE ON SITE!! The AED is located at the main entrance of the building next to the security check-in booth. The AED is in the case on the wall from 6:30am to approximately 6:30pm (hours of operation of the security booth). A key to the case is located to the right (if facing the door) on the wall on a red key chain. After 6:30pm, the AED is locked in the bottom right-hand drawer of the desk immediately on the right (if facing the window of the booth).

• **Roles of First Responders:**

1. Immediate care of injured athlete
2. Activation of EMS
 - a. Call Chelsea Dispatch (617) 466-4662
 - b. Caller will provide pertinent information:
 - i. name of injured athlete
 - ii. location of injured athlete
 - iii. what happened
 - iv. how many people have been injured
 - v. nature of the injury
 - vi. what aid is being provided
 - vii. cell phone number
3. Emergency equipment retrieval
4. Direction of EMS to scene
 - c. Designate individual to wait for EMS, unlock and open all appropriate entrances, and direct to scene. The designated individual will be located at the Everett Ave entrance. From there the EMS staff can be directed immediately onto the field.
 - d. Designate an individual to limit scene to first aid providers and move bystanders away from area

- **Venue Directions:** The Chelsea Veterans Memorial Field is located on 299 Everett Ave in Chelsea, located off of MA-16 (Revere Beach Parkway). The point of access onto the field is the first gate on Everett Ave. The gate will be unlocked by the host athletic trainer before the beginning of each home game. If the gate is locked and the athletic trainer does not have a key, if present, the Athletic Director, a security guard or a member of the facilities crew have access to keys.

Off-Campus: Chelsea High School - Main Gym

- Emergency Personnel: Certified athletic trainer(s) and athletic training student(s) on site.
- Emergency Communication: Certified athletic trainer may carry a cellular phone.
- Emergency Equipment: Athletic training kit on site for games; supplies (AED, crutches, CPR mask, SAM splint) will be available on site during game(s).
NOTE: THE AED WILL NOT BE ON SITE!! The AED is located at the main entrance of the building next to the security check-in booth. The AED is in the case on the wall from 6:30am to approximately 6:30pm (hours of operation of the security booth). A key to the case is located to the right (if facing the door) on the wall on a red key chain. After 6:30pm, the AED is locked in the bottom right-hand drawer of the desk immediately on the right (if facing the window of the booth).

• **Roles of First Responders:**

1. Immediate care of injured athlete
2. Activation of EMS
 - a. Call Chelsea Dispatch at (617) 466-4662
 - b. Caller will provide pertinent information:
 - i. name of injured athlete
 - ii. location of injured athlete
 - iii. what happened
 - iv. how many people have been injured
 - v. nature of the injury
 - vi. what aid is being provided
 - vii. cell phone number
3. Emergency equipment retrieval
4. Direction of EMS to scene
 - a. Designate individual to wait for EMS, unlock and open all appropriate entrances, and direct to scene. The designated individual will be located at the Everett Ave entrance. From there the EMS staff can be directed immediately onto the field and around the track to the right towards the main back entrance.
 - b. Designate an individual to limit scene to first aid providers and move bystanders away from area

- Venue Directions: The Chelsea High School Main Gym is located on 299 Everett Ave in Chelsea, located off of MA-16 (Revere Beach Parkway). The point of access onto the field is the first gate on Everett Ave. The gate will be unlocked by the host athletic trainer before the beginning of each home game. If the gate is locked and the athletic trainer does not have a key, if present, the Athletic Director, a security guard or a member of the facilities crew have access to keys. The ambulance should park at the main back entrance; this door will be held open by a staff member with an access card. EMS will then be instructed to go up the staircase immediately to the right. This will lead to a set of double doors directly into the main gym.

Off-Campus: Chelsea High School - Auxiliary (Blue) Gym

- Emergency Personnel: Certified athletic trainer(s) and athletic training student(s) on site.
- Emergency Communication: Certified athletic trainer may carry a cellular phone.
- Emergency Equipment: Athletic training kit on site for games; supplies (AED, crutches, CPR mask, SAM splint) will be available on site during game(s).
NOTE: THE AED WILL NOT BE ON SITE!! The AED is located at the main entrance of the building next to the security check-in booth. The AED is in the case on the wall from 6:30am to approximately 6:30pm (hours of operation of the security booth). A key to the case is located to the right (if facing the door) on the wall on a red key chain. After 6:30pm, the AED is locked in the bottom right-hand drawer of the desk immediately on the right (if facing the window of the booth).

• Roles of First Responders:

1. Immediate care of injured athlete
2. Activation of EMS
 - a. Call Chelsea Dispatch at (617) 466-4662
 - b. Caller will provide pertinent information:
 - viii. name of injured athlete
 - ix. location of injured athlete
 - x. what happened
 - xi. how many people have been injured
 - xii. nature of the injury
 - xiii. what aid is being provided
 - xiv. cell phone number
3. Emergency equipment retrieval
4. Direction of EMS to scene
 - a. Designate individual to wait for EMS, unlock and open all appropriate entrances, and direct to scene. The designated individual will be located at the Everett Ave entrance. From there the EMS staff can be directed immediately onto the field and around the track to the right towards the main back entrance.
 - b. Designate an individual to limit scene to first aid providers and move bystanders away from area

- Venue Directions: The Chelsea High School Auxiliary (Blue) Gym is located on 299 Everett Ave in Chelsea, located off of MA-16 (Revere Beach Parkway). The point of access onto the field is the first gate on Everett Ave. The gate will be unlocked by the host athletic trainer before the beginning of each home game. If the gate is locked and the athletic trainer does not have a key, if present, the Athletic Director, a security guard or a member of the facilities crew have access to keys. The ambulance should park at the main back entrance; this door will be held open by a staff member with an access card. EMS will then be instructed to go up the staircase immediately to the right. This will lead to a set of double doors directly into the Auxiliary (Blue) gym.

Off-Campus: Chelsea High School - Baseball Field

- Emergency Personnel: Certified athletic trainer(s) and athletic training student(s) on site.
- Emergency Communication: Certified athletic trainer may carry a cellular phone.
- Emergency Equipment: Athletic training kit on site for games; supplies (AED, crutches, CPR mask, SAM splint) will be available on site during game(s).
NOTE: THE AED WILL NOT BE ON SITE!! The AED is located at the main entrance of the building next to the security check-in booth. The AED is in the case on the wall from 6:30am to approximately 6:30pm (hours of operation of the security booth). A key to the case is located to the right (if facing the door) on the wall on a red key chain. After 6:30pm, the AED is locked in the bottom right-hand drawer of the desk immediately on the right (if facing the window of the booth).

• Roles of First Responders:

1. Immediate care of injured athlete
2. Activation of EMS
 - a. Call Chelsea Dispatch at (617) 466-4662
 - b. Caller will provide pertinent information:
 - xv. name of injured athlete
 - xvi. location of injured athlete
 - xvii. what happened
 - xviii. how many people have been injured
 - xix. nature of the injury
 - xx. what aid is being provided
 - xxi. cell phone number
3. Emergency equipment retrieval
4. Direction of EMS to scene
 - a. Designate individual to wait for EMS, unlock and open all appropriate entrances, and direct to scene. The designated individual will be located at the Everett Ave entrance. From there the EMS staff can be directed onto the track towards the far bleachers.
 - b. Designate an individual to limit scene to first aid providers and move bystanders away from area

- Venue Directions: The Chelsea High School Baseball Field is located on the campus of Chelsea High School at 299 Everett Ave in Chelsea, located off of MA-16 (Revere Beach Parkway). The point of access onto the field is the first gate on Everett Ave. The gate to the Everett Ave entrance AND the gate adjoining the turf and baseball fields will be unlocked by the host athletic trainer before the beginning of each home game. If the gate is locked and the athletic trainer does not have a key, if present, the Athletic Director, a security guard or a member of the facilities crew have access to keys. EMS should then be directed from the Everett Ave entrance across the turf field/track towards the baseball field. The Ambulance must remain parked on the track of the turf field and EMS should be directed through the gate on to the baseball field by foot.

Off-Campus: Chelsea High School - Caputo Park (Softball Field)

- **Emergency Personnel:** Certified athletic trainer(s) and athletic training student(s) on site.
- **Emergency Communication:** Certified athletic trainer may carry a cellular phone.
- **Emergency Equipment:** Athletic training kit on site for games; supplies (AED, crutches, CPR mask, SAM splint) will be available on site during game(s).
NOTE: THE AED WILL NOT BE ON SITE!! The AED is located at the main entrance of the building next to the security check-in booth. The AED is in the case on the wall from 6:30am to approximately 6:30pm (hours of operation of the security booth). A key to the case is located to the right (if facing the door) on the wall on a red key chain. After 6:30pm, the AED is locked in the bottom right-hand drawer of the desk immediately on the right (if facing the window of the booth).

• **Roles of First Responders:**

1. Immediate care of injured athlete
2. Activation of EMS
 - a. Call Chelsea Dispatch at (617) 466-4662
 - b. Caller will provide pertinent information:
 - xxii. name of injured athlete
 - xxiii. location of injured athlete
 - xxiv. what happened
 - xxv. how many people have been injured
 - xxvi. nature of the injury
 - xxvii. what aid is being provided
 - xxviii. cell phone number
3. Emergency equipment retrieval
4. Direction of EMS to scene
 - a. Designate individual to wait for EMS, unlock and open all appropriate entrances, and direct to scene. The designated individual will be located at the Everett Ave entrance. From there the EMS staff can be directed onto the track towards the far bleachers.
 - b. Designate an individual to limit scene to first aid providers and move bystanders away from area

- **Venue Directions:** The Caputo Park Softball Field is located on the campus of Chelsea High School at 299 Everett Ave in Chelsea, located off of MA-16 (Revere Beach Parkway). The point of access onto the field is the first gate on Everett Ave. The gate to the Everett Ave entrance AND the gate adjoining the turf and baseball fields will be unlocked by the host athletic trainer before the beginning of each home game. If the gate is locked and the athletic trainer does not have a key, if present, the Athletic Director, a security guard or a member of the facilities crew have access to keys. EMS should then be directed from the Everett Ave entrance across the turf field/track towards the baseball field. The Ambulance must remain parked on the track of the turf field and EMS should be directed through the gate, across the baseball field, and onto the softball field by foot. * A common outfield is shared by the baseball and softball fields*

Off-Campus: DeWolfe Boathouse

- Emergency Personnel: Certified athletic trainer(s), athletic training students, head coaches and assistant coaches maybe present during practice or competitions.
- Emergency Communication: Several fixed telephone lines are located in both the women's and men's coaches' offices. The coach's offices are located on the main (street) level of the boathouse. Walk to the clear glass windows located over-looking the Charles River. The offices are located to the left of the windows. There is also a campus blue phone located on the outside of the boathouse right by the bike rack. All coaches carry cell phones as well. Cell phone use is recommended during thunderstorms.
- Emergency Equipment: both teams have a medical kit, which includes basic wound care materials, and an AED is situated on dock level inside the boathouse. It is mounted on the back wall in between the large doors.

• Roles of First Responders:

1. *Immediate care of the injured athlete*
2. *Activation of EMS*
 - a. Designate an individual to call **911**.
 - b. Caller will provide pertinent information (location of injured athlete, what happened, how many people have been injured, nature of the injury, what aid is being provided, cell phone number) to campus police, who will then call an ambulance
 - c. **Call BUPD to let them know of situation (617) 353-2121**
 - d. If athletic training staff is not on scene please call athletic training room at some point that day to provide us with information about the incident. If occurrence is not during normal clinical hours, contact the athletic trainer in charge of that sport. If that athletic trainer is not available, start at the top of the contact list (Larry Venis - provided on page 62) and work down the list until you are able to talk to someone (leaving a message does not count).
3. *Emergency equipment retrieval*
4. *Direction of EMS to scene*
 - a. Designate an individual to wait for EMS, unlock and open all appropriate entrances, and direct to scene. The designated individual will be waiting for the ambulance just outside the boathouse on Memorial Drive.
 - b. Designate an individual to limit scene to first aid providers and move bystanders away from area

• Venue Directions: 619 Memorial Drive, Cambridge Ma 02138, -71.107853 The DeWolfe Boathouse is located on the Charles River side of Memorial Drive. If driving east on Memorial Drive the boathouse will be on your right located across the street from the Hyatt Hotel. If driving west on Memorial Drive the boathouse will be on your left located across the street from the Hyatt Hotel. If emergency occurs on the main floor ambulance should stop directly in front of boathouse. There are two main doors located on the street level that the EMS should use. The keypad for main doors is 4040*, if they happen to be locked from the outside. If access into the locker rooms is required, the code for the women's room is 2020* and the men's locker code is 1225*. If emergency occurs on the dock the ambulance should stop to the left of the boathouse when you are facing the Charles River. There is an outdoor set of stairs that runs to a locked gate, which accesses the dock. All coaches have keys to locked gate. EMS should access dock in this manner.

•Lightning-Safe Shelter: DeWolfe Boathouse

At the first sign of lightning or thunder:

5. Seek safe shelter in the boathouse.
6. If you cannot reach the boathouse, take shelter in any vehicle with a hard metal roof and closed windows.
7. While indoors, stay away from any the walls, windows, plumbing and electronic devices attached to the walls (including landline telephones). If in a vehicle, avoid contact with the metal frame and radio use.
8. Designate a weather watcher to monitor the weather from a safe location.
5. No outdoor activities are to be resumed until 30 minutes after the last sign of lightning/thunder. For every sign observed, the 30 minute timer is reset.

Off-Campus: Franklin Park

- **Emergency Personnel:** Certified athletic trainer(s), athletic training students, head coaches, assistant coaches, or MDC park rangers maybe on site for practice and competition.

- **Emergency Communication:** ATC's and MDC Park Rangers on site will carry cellular phones, and will serve as initial point of contact for emergencies.

Access to EMS should occur:

Via direct contact with Park Rangers:

If immediately available.

Via cell phone:

When dialing 911 from a cellular phone network you will be connected to the Massachusetts State Police. Be ready to provide your specific location (see below) so they may dispatch local emergency personnel.

- **Emergency Equipment:** During some BU functioned events emergency supplies are located in the temporary medical area during event (located at the finish line). During practice sessions coaches should bring their team's first aid kit.

Roles of First Responders:

1. *Immediate care of the injured athlete*
2. *Emergency equipment retrieval*
3. *Activation of EMS*
 - a. Designate individual to call **911**.
 - b. Caller will provide pertinent information (location of injured athlete, what happened, how many people have been injured, nature of the injury, what aid is being provided, cell phone number) to campus police, who will then call an ambulance
 - c. Call BU athletic training room to notify staff of incident. If occurrence is not during normal clinical hours, contact the athletic trainer in charge of that sport. If that athletic trainer is not available, start at the top of the contact list (Larry Venis - provided on page 62) and work down the list until you are able to talk to someone (leaving a message does not count).
4. *Direction of EMS to scene*
 - a. Designate an individual to wait for EMS, unlock and open all appropriate entrances, and direct to scene.
 - b. Designate an individual to limit scene to first aid providers and move bystanders away from area

- **Venue Directions:** 136 Seaver St, Dorchester, MA 42.309183, -71.090825 Franklin Park is located at the intersection of Circuit Dr. and Pier Point Rd. The course is situated near Franklin Park Zoo's rear entrance (Giraffe entrance). Access to the course is via the area near the finish line/infield backstop (Mention the high school football stadium).

- Lightning-Safe Shelter: Ranger Station or team vehicle(s)

At the first sign of lightning or thunder:

1. Seek safe shelter in the Ranger Station.
2. If you cannot reach the Ranger Station, take shelter in any vehicle with a hard metal roof and closed windows.
3. While indoors, stay away from any the walls, windows, plumbing and electronic devices attached to the walls (including landline telephones). If in a vehicle, avoid contact with the metal frame and radio use.
4. Designate a weather watcher to monitor the weather from a safe location.
5. No outdoor activities are to be resumed until 30 minutes after the last sign of lightning/thunder. For every sign observed, the 30 minute timer is reset.

Off-Campus: Harvard University – Jordan Field

- **Emergency Personnel:** Certified athletic trainer and student athletic trainer(s) maybe on site for practices and games; additional help may be available in Harvard athletic training room.
- **Emergency Communication:** Certified athletic trainer may carry a cell phone. There is an emergency phone located on the scoreboard of Cumnock Field, which will access the Harvard Public Safety Department. Cell phone use is recommended during thunderstorms.
- **Emergency Equipment:** Supplies (athletic training kit); additional supplies may be available in Harvard’s athletic training room, if open at that time

Roles of First Responders:

1. *Immediate care of the injured athlete*
2. *Activation of EMS*
 - a. Call Professional Ambulance **(617) 492-2700** from cellular phone.
 - b. Caller will provide pertinent information (name and location of injured athlete, what happened, how many people have been injured, nature of the injury, what aid is being provided, cell phone number) to EMS.
 - c. Call Harvard Campus Police (617) 495-1212 to inform them that you just called the ambulance.
 - d. Call supervising head athletic trainer (Larry Venis or Jenn Chadburn) to tell them what happened and what is going to be done with the athlete. If either are not available, start at the top of the contact list (Larry Venis - provided on page 62) and work down the list until you are able to talk to someone (leaving a message does not count).
 - e. Call Harvard AT room, (617) 495-2200, and tell a certified athletic trainer what has happened
3. *Emergency equipment retrieval*
4. *Direction of EMS to scene*
 - a. Designate an individual to wait for EMS, unlock and open all appropriate entrances, and direct to scene
 - b. Designate an individual to limit scene to first aid providers and move bystanders away from area

- **Venue Directions:** 65 North Harvard St, Boston MA GPS 42.36993,-71.12746 Take Harvard Ave. north to Cambridge Street. Turn right and follow Cambridge Street west to the second intersection, which is North Harvard Street. Turn left onto North Harvard Street. Follow for approximately 1 mile and field is on the left enter at Gate 6.

- Lightning-Safe Shelter: Robert M. Beren Tennis Center

At the first sign of lightning or thunder:

1. Seek safe shelter in the Robert M. Beren Tennis Center.
2. If you cannot reach the Tennis Center, take shelter in any vehicle with a hard metal roof and closed windows.
3. While indoors, stay away from any the walls, windows, plumbing and electronic devices attached to the walls (including landline telephones). If in a vehicle, avoid contact with the metal frame and radio use.
4. Designate a weather watcher to monitor the weather from a safe location.
5. No outdoor activities are to be resumed until 30 minutes after the last sign of lightning/thunder. For every sign observed, the 30 minute timer is reset.

Off-Campus: Magazine Beach

- **Emergency Plan:** Certified athletic trainers and athletic training student(s) present for any practices or games for high-risk club sports (men's lax, men's & women's rugby). Coaches will be present for most other teams' practices.
- **Emergency Communication:** Cell phone carried by certified athletic trainer and coaches.
- **Emergency Equipment:** Supplies brought to location by certified athletic trainer including AED, vacuum splints, and medical kit.

Roles of First Responders:

1. *Immediate care of injured athlete*
2. *Activation of EMS*
 - a. Call **911**.
 - b. Caller will provide pertinent information (name and location of injured athlete, what happened, how many people have been injured, nature of the injury, what aid is being provided, cell phone number) to 911 dispatcher.
 - c. Call supervising head athletic trainer (Larry Venis or Jenn Chadburn) to tell them what happened and what is going to be done with the athlete. If either are not available, start at the top of the Emergency Phone Numbers list (Larry Venis - provided on page 62) and work down the list until you are able to talk to someone (leaving a message does not count).
3. *Emergency equipment retrieval*
4. *Direction of EMS to scene*
5. *Designate individual to wait for EMS at the end of parking lot driveway.*
6. *Designate an individual to limit scene to first aid providers and move bystanders away from area*

• **Venue Directions:** 719 Memorial Dr, Cambridge, MA GPS 42.357059, -71.114741 Magazine Beach is in Cambridge, West of the BU Bridge, near the intersection of Memorial Dr and Riverside Rd.

• **Lightning-Safe Shelter:** Cars or vans that were used for transport to Magazine Beach

At the first sign of lightning or thunder:

1. Seek safe shelter in the cars or vans that were used for transport to Magazine Beach. This vehicle must have a hard metal roof and closed windows.
2. Avoid contact with the metal frame and radio use.
3. Designate a weather watcher to monitor the weather from a safe location.
4. No outdoor activities are to be resumed until 30 minutes after the last sign of lightning/thunder. For every sign observed, the 30 minute timer is reset.

Off-Campus: MIT – Jack Barry Field

- **Emergency Personnel:** Certified athletic trainer and athletic training student(s) maybe present on site for practices and games
- **Emergency Communication:** Certified athletic trainer may carry a cell phone for the use in an emergency
- **Emergency Equipment:** Supplies (athletic training kit); additional supplies may be available in MIT's athletic training room, if open at that time

Roles of First Responders:

1. *Immediate care of the injured athlete*
2. *Activate EMS*
 - a. Designate an individual to call MIT's Campus Police **(617) 253-1212** and provide pertinent information to dispatcher (name and location of injured athlete, what happened, how many people have been injured, nature of the injury, what aid is being provided, cell phone number) who will send an ambulance
 - b. Call supervising head athletic trainer (Larry Venis or Jenn Chadburn, depending on sport) to tell them what happened and what is going to be done with the athlete. If either are not available, start at the top of the contact list (Larry Venis - provided on page 62) and work down the list until you are able to talk to someone (leaving a message does not count).
 - c. Call MIT's Head Athletic Trainer (617) 908-2149 and inform them of what happened
3. *Emergency equipment retrieval*
4. *Direction of EMS to scene*
 - a. Designate an individual to wait for EMS, unlock and open all appropriate entrances, and direct to scene
 - d. Designate an individual to limit scene to first aid providers and move bystanders away from area

• **Venue Directions:** 120 Amherst St, Cambridge MA 02139, -71.08763 The ambulance access-way to MIT's turf field is located off of 120 Amherst St. in Cambridge. If EMS is coming from Massachusetts Ave. turn left onto Amherst St. If EMS is coming from Memorial Drive (towards the city) stay right on Memorial Drive and left onto Massachusetts Ave, take next left onto Amherst St. Be aware of the MIT Campus Police that will be assisting with directions of the ambulance.

• **Lightning-Safe Shelter:** Johnson Athletic Center

At the first sign of lightning or thunder:

1. Seek safe shelter in the Johnson Athletic Center.
2. If you cannot reach the athletic center, take shelter in any vehicle with a hard metal roof and closed windows.
3. While indoors, stay away from any the walls, windows, plumbing and electronic devices attached to the walls (including landline telephones). If in a vehicle, avoid contact with the metal frame and radio use.
4. Designate a weather watcher to monitor the weather from a safe location.
5. No outdoor activities are to be resumed until 30 minutes after the last sign of lightning/thunder. For every sign observed, the 30 minute timer is reset.

Off-Campus: MIT – Johnson Athletic Center (Track)

- **Emergency Personnel:** Certified athletic trainer and athletic training students will most likely not be present on site for practices.
- **Emergency Communication:** Cell phones may be carried by coaches. Closest landline phone is located in the Johnson Athletic Center. Cell phone use is recommended during a thunderstorm.
- **Emergency Equipment:** Supplies may be available in MIT's athletic training room, if open at that time

Roles of First Responders:

1. *Immediate care of the injured athlete*
2. *Activation of EMS*
 - a. Designate an individual to call MIT's Campus Police **(617) 253-1212** and provide pertinent information to dispatcher (name and location of injured athlete, what happened, how many people have been injured, nature of the injury, what aid is being provided, cell phone number) who will send an ambulance
 - b. Call Boston University's Athletic Training Room (617) 353-2746 to notify the athletic trainer in charge of that sport. If they are not available, start at the top of the contact list (Larry Venis - provided on page 62) and work down the list until you are able to talk to someone (leaving a message does not count).
 - c. Call MIT's Head Athletic Trainer (617) 908-2149
3. *Emergency equipment retrieval*
4. *Direction of EMS to scene*
 - a. Designate an individual to wait for EMS, unlock and open all appropriate entrances, and direct to scene
 - b. Designate an individual to limit scene to first aid providers and move bystanders away from area

• **Venue Directions:** 120 Vassar St, Cambridge MA GPS 42.359504, -71.096159 MIT's turf field is located off of Vassar St. in Cambridge. If EMS is coming from Massachusetts Ave. turn left onto Vassar St. If EMS is coming from Memorial Drive (towards the city) take left onto Vassar St. which will be located adjacent to the DeWolfe Boathouse. The MIT Campus Police will assist with the direction of the ambulance to the field.

Lightning-Safe Shelter: Johnson Athletic Center

At the first sign of lightning or thunder:

1. Seek safe shelter in the Johnson Athletic Center.
2. If you cannot reach the athletic center, take shelter in any vehicle with a hard metal roof and closed windows.
3. While indoors, stay away from any the walls, windows, plumbing and electronic devices attached to the walls (including landline telephones). If in a vehicle, avoid contact with the metal frame and radio use.
4. Designate a weather watcher to monitor the weather from a safe location.
5. No outdoor activities are to be resumed until 30 minutes after the last sign of lightning/thunder. For every sign observed, the 30 minute timer is reset.

Emergency Action Plan for Coaches and Teams that are traveling without a Certified Athletic Trainer

Medical Personnel covering event

In the event of an emergency:

- Prior to event introduce yourself to the medical staff covering event.
- If a student-athlete needs transportation to a hospital have someone go with the injured individual, preferably a staff member of the university.
- All coaches should have each student-athletes **insurance** information and **emergency** information.
- **If the hospital visit requires the student-athlete to stay for longer than the trip was planned, a member of the coaching staff should stay with the student-athlete.**
- Call the athletic trainer who coordinates care for your sport to tell them what happened and what is going to be done with the athlete. If they are not available, start at the top of the contact list (Larry Venis - provided on page 62) and work down the list until you are able to talk to someone (leaving a message does not count).

Event's that are not covered by Medical Personnel

In the event of an emergency:

- Prior to the competition find out if there will be medical coverage. If there will be no coverage find out the protocol if an emergency during the event occurs.
- All coaches who are at a venue without medical personal should know the **name of and have directions to the venue** in case they need to provide EMS with this information.
- If there is no medical coverage assist the student-athlete to **the best** of your ability, if further assistance is needed call 911 or the number given to you in the protocol.
- If a student-athlete needs transportation to a hospital have someone go with the injured individual, preferably a staff member of the university.
- All coaches should have each student-athletes **insurance** information and **emergency** information.
- Call the athletic trainer who coordinates care for your sport to tell them what happened and what is going to be done with the athlete. If they are not available, start at the top of the contact list (Larry Venis - provided on page 62) and work down the list until you are able to talk to someone (leaving a message does not count).
- **If a hospital visit requires the student-athlete to stay for longer than the trip was planned, a member of the coaching staff should stay with the student-athlete.**

Emergency Plan for coaches while traveling with team

In the event of an emergency while at your hotel:

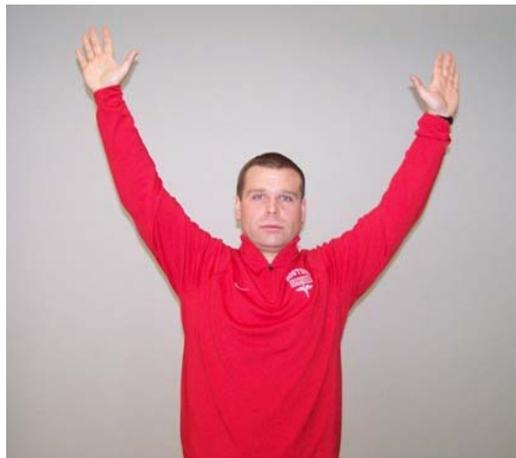
- Please assist student-athlete to **the best** of your ability.
- Inform the front desk of your hotel that you have an emergency and you need EMS.
- All coaches should have each student-athletes **insurance** information and **emergency** information.
- If the hospital visit requires the student-athlete to stay for longer than the trip was planned, a member of the coaching staff must stay with the student-athlete.
- Call the athletic trainer in charge of your sport to tell them what happened and what is going to be done with the athlete. If they are not available, start at the top of the contact list (Larry Venis - provided on page 62) and work down the list until you are able to talk to someone (leaving a message does not count).



MD or Other HELP needed



Bring the KIT



Bring the Defibrillator (AED)



Bring the CRASH CART / SPINE BOARD



**Call 911 / CAMPUS POLICE
32121**

Directions to Boston Medical Center

From all venues at Case Center, Track and Tennis Center , Softball Field, Agganis Arena and Fitness & Recreation Center:

Turn left onto Commonwealth Ave. Will stay on Commonwealth Ave. for approximately 1.5 miles (will pass all of BU's campus and will be heading towards downtown Boston). Make a right turn onto Massachusetts Ave. and you will follow this for approximately 3 miles. As you get close to Boston Medical Center, you will see signs for the hospital, as well as seeing the hospital in front of you (about .5 mile away). You will cross under a walkway connecting two buildings in the hospital and as you do this, get over to the left-hand lane. Turn left at the light after the walkway. You will be turning onto Albany Street.

**Boston Medical Center has two emergency rooms: one on Albany Street, which will be on the left side after you turn onto Albany Street. The second emergency room is on East Newton Street, the third side street on your left. There is a parking garage on the right hand side of Albany Street or you can try to find metered parking on the street.

Off Campus Sites: Depending on what site you are at, you probably will not be transported to Boston Medical Center for a serious injury because it may take too long. For directions to these hospitals, you should contact campus police at that school and ask for directions.

Hospital	Address & Phone Number	Distance from corner of Comm & Agganis	Trauma Level	Number of ERs
Boston Medical Center	1 Boston Medical Center Place Boston, MA 02118 617.414.4075 (Menino) 617.638.6240 (Newton)	2.92 miles	Level 1 Trauma	(2) - Menino Pavilion 840 Harrison Avenue - Newton Pavilion 88 East Newton Street
Beth Israel Deaconess Medical Center	1 Deaconess Road Boston, MA 02215 617.754.2323	1.49 miles	Level 1 Trauma	(1) at 1 Deaconess Road - Burn treatment capabilities
St. Elizabeth's Medical Center	736 Cambridge Street Brighton, MA 02135 617.789.2666	1.64 miles	ED	(1) at Washington side of 736 Cambridge Street
Children's Hospital	300 Longwood Avenue Boston, MA 02115 617.355.6611	1.66 miles	Level 1 Pediatric	(1) for patients under (and around) 21, patients over 21 are usually shipped to B&Women's - Burn treatment capabilities
Brigham & Women's Hospital	75 Francis Street Boston, MA 02115 617.732.5500	1.8 miles	Level 1 Trauma	(1) at 75 Francis Street
Tufts (New England) Medical Center	830 Washington Street Boston, MA 02111 617.636.5437	3.29 miles	Level 1 Pediatric	(1) at 830 Washington Street Serves patients of all ages
Mass General Hospital	55 Fruit Street Boston, MA 02114 617.724.4100	3.31 miles	Level 1 Trauma Pediatric Burn	(1) at 55 Fruit Street
Mount Auburn Hospital	330 Mount Auburn Street Cambridge, MA 02138 617.499.5025	3.5 miles	ED	(1) at 330 Mount Auburn Street

ED - Emergency Department (not a trauma center) – Provides emergency care, will usually not perform major operative procedures

Level 1: highest level of surgical care – has a required number of surgeons in a variety of specialties on-duty at all times

Level 1 center must also be involved in research

Level 2: works in collaboration with a Level 1 center – provides comprehensive trauma care from specialists that must respond to a trauma alert within a short period of time – no research requirement

Catastrophic Incident Chain of Command

In the event of a catastrophic incident, the first responder should follow procedures outlined in the appropriate EAP. After the situation is under control and the athlete is being appropriately treated, the following chain of command should be initiated:

1. If it's a **varsity sport** athlete injured:
 - a. Larry Venis
 - if Larry's not available, contact: Mark Laursen (617) 549-0198
 - if Mark's not available, contact: Jenn Chadburn (617) 429-3534
 - if Jenn's not available, contact: Eric Gahan (617) 549-3303
 - b. Nancy Lyons (athletic director) (617) 353-4683
 - if Nancy's not available, contact: Mike Lynch (617) 353-1905
 - if Mike's not available, contact: Drew Marochello (617) 353-7327
 - c. Paul Clancy (risk management) (617) 353-3020
 - d. Dr. Pecci (617) 947-0239
 - if Pecci's not available, contact: Dr. Schepsis (617) 638-8933
 - if Schepsis not available, contact: Dr. Foster (617) 638-8955

2. If it's a **club sport** athlete injured:
 - a. Jenn Chadburn
 - if Jenn's not available, contact: Mark Laursen
 - if Mark's not available, contact: Larry Venis
 - b. If Jenn is contacted she will contact Warin Dexter
 - c. If Jenn is NOT contacted, contact: Warin Dexter (671) 536-6682
 - d. Either Jenn or Warin will then contact Paul Clancy

Emergency Numbers

B.U.P.D	617-353-2121		
Ambulance	911 (off campus)		
BU AT Room	617-353-2746	Town Taxi	617-536-5000
Larry Venis	Cell 617-791-8602	BMC ER	617-638-6240
Mark Laursen	Office 617-353-7326	Mass. Eye and Ear	
Jenn Chadburn	Cell 617-549-0198	General	617-523-7900
Eric Gahan	Cell 617-429-3534	Admitting	617-573-3400
Brian Vesci	Office 617-358-1890	Poison Control	617-232-2120
Erica Shaya	Cell 617-549-3303	Environ. Health	617-353-7233
Becky McClelland	Office 617-353-4519		
Amanda Thoens	Cell 617-692-0049		
Adrian Wright	Office 617-358-0133		
Alexis Quigg	Cell 617-999-3215		
Rachelle Berry	Office 617-353-4519		
Drew Duckett	Cell 617-448-5619		
Julie Stamm	Office 617-353-1595		
Beth Wolfe	Cell 617-512-4261		
	Office 617-358-0134		
	Cell 412-992-6355		
	Office 617-358-4289		
	Cell 617-224-3552		
	Office 617-358-4289		
	Cell 614-260-2862		
	Office 617-358-3890		
	Cell 803-507-2072		
	Office 617-358-4289		
	Cell 715-573-5626		
	Office 617-358-4289		
	Cell 864-608-0590		
	Office 617-358-1891		

Activating EMS Off-Campus

Boston College

Campus Police	
Non-emergency	617-552-4440
Emergency	617-552-4444

Harvard University

Professional Ambul.	617-492-2700
Then Campus Police	617-495-1212

MIT

Campus Safety	617-253-1212
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Babson College

Campus Police	781-239-5555
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Northeastern University

Campus Police	
routine transport	617-373-2121
Ambulance	
for emergencies	617-373-3333
AT Room	617-373-8221