

FRESNO STATE SPORTS MEDICINE
Department of Athletics Catastrophic Incident Plan

The Fresno State Athletic Department Catastrophic incident plan will be activated when the following incidents occur:

1. Sudden death of a student-athlete, coach, or staff member during a Fresno State event or during official travel to/from a Fresno State event. Catastrophic Injuries that may befall a Fresno State Student-Athlete will be handled using this plan even for non-athletic injuries until otherwise notified by the Director of Athletics.
 - Death during competition, practice, or conditioning
 - Death during travel
 - i. All FSAD official business
 - Non-athletic accidents that happen to a Student-Athlete (e.g. at home)
 - i. Personal (e.g. automobile, airline accidents)
 - Unknown medical anomalies (e.g. heart attack, stroke, illness)
 - Victim of a crime (e.g. homicide)
 - Suicide
2. Disability/Quality of life altering injury or illness including but not limited to:
 - Spinal Cord injury resulting in partial or complete paralysis
 - Loss of a paired organ
 - Severe head injury
 - Injuries resulting in severely diminished mental capacity or neurological injury resulting in an inability to perform daily functions (e.g. coma)
 - Irrecoverable loss of speech, hearing (both ears) or sight (both eyes) or both arms or both legs or one arm and one leg.

The following individuals are considered members of the Catastrophic Injury Management Team (CIMT) should be notified as described in this policy in the event of a Catastrophic Incident (See plan for order):

Director of Athletics	Director of Risk Management
University President	University General Counsel
Vice President for Student Affairs	University Communications Director
Senior Associate Athletic Director	Assistant Athletic Director for Facilities/Events
Head Athletic Trainer	Assistant Athletic Director for Compliance
Head Team Physician	Assistant Athletic Director for Student Services
Associate AD for External Relations	Coaching Staff
Media Relations Director	

Immediate Action Plan

The Catastrophic Incident Plan will appropriately apply steps to manage a catastrophic incident. While applying these steps, Fresno State Athletics Department Personnel will keep in mind the following goals:

- Get all pertinent facts regarding the incident accurately and expeditiously
- Accurately document all events, especially list all participants and witnesses
- Secure any or all available materials/equipment involved. If the equipment is something the student-athlete would wear or use, the medical staff will secure it, if not then AD for Facilities will arrange its proper storage.
- Respect the dignity of the individuals involved.
- Immediate communication within the catastrophic incident management team (CIMT) Only members of the CIMT, or individuals they designate, are to speak on the incident to family members, media, other staff members, student-athletes or coaches – no one else has clearance to speak on the incident.
- Instruct student-athletes they are not to speak to anyone regarding the incident
- The coaching staff, support staff and team members will be directed to refer all media inquiries to the Fresno State media relations office. This group will also be reminded that no comments regarding the incident be made to the public and/or media personnel.
- The team physician, the Head Athletic Trainer, the Director of Athletics and/or their designees along with other appropriate personnel will proceed to the medical facility as soon as possible.
- All statements regarding the incident will be coordinated by members of the CIMT and released as appropriate.

Chain of Command and Areas of Action

After being informed of a catastrophic incident, the following individuals should be notified to commence their responsibilities:

- During Fresno State Athletic Department participation/travel:
Head Athletic Trainer or Director of Athletics
- Non Fresno State Athletic Department activities or individual is not a Student-Athlete or Coach:
Director of Athletics and Head Athletic Trainer (if Student-Athlete)

Director of Athletics

- Notifies University President
- Notifies Vice President of Student Affairs
- Notifies or is notified by Head Athletic Trainer of a catastrophic incident.
- Notifies or is notified by Director of Public Safety
- Notifies Senior Associate Athletic Director
- Notifies Associate Athletic Director for Broadcast and External Relations
- In the event the Catastrophic Incident is non-athletic, the Director of Athletics notifies or is notified by the Head Coach of sport.
- Directs statement to team at conclusion of event if appropriate with or without the Head Coach.

Head Athletic Trainer

- Notifies Director of Athletics, Head Team Physician, Sports Medicine Staff and Insurance Specialist
- Coordinates notification of Parents or Next of Kin and provides updates while they may be in route to site. * If possible, Parents or Next of Kin are notified first by the Athletic Director and/or the Vice President for Student Affairs, then updates or elaboration on student-athletes condition can be done by the Head Team Physician and/or Head Athletic Trainer.
- Notifies Head Coach if incident occurs during non-practice participation, or when coach may not be present.
- Coordinates, along with Head Team Physician, communication with any physicians involved in the Catastrophic Incident medical care.
- Provides any insurance information and/or pertinent health history information.
- Notifies counseling services and makes immediate referrals or sets up eventual referrals for team/support staff.
- Notifies Student Health Center.
- Notifies NCAA Catastrophic Injury Service Insurance Carrier
- Notifies International Student Services Program if S-A is International and translator is needed to contact parents/next of kin. To reach ISSP after hours, contact Campus Police, during regular business hours, contact Dr. Lucia Hammar, Director at 278-2782

Team Physician

- Helps coordinate medical information regarding incident and care and/or possible transfer of student-athlete or their immediate care.
- Facilitate communication between caregivers and Head Athletic Trainer, Director of Athletics and Parents.

Senior Associate Athletic Director

- Notifies Director of Compliance
- Notifies Faculty Athletic Representative
- Direct travel/lodging for Parents/Next of Kin
- Direct establishing a meeting space at hospital facility if appropriate

Associate AD External Affairs

- Notifies Media Relations Director
- Notifies University Communications Director
- Coordinate eventual media release with appropriate CIMT personnel
No release will be made until Parents/Next of Kin are notified

Director of Media Relations

- Establish “no publicity” protection for Student-Athlete with hospital facility.
- Responsible for keeping all media at a safe distance from the private meeting space

and that they do not “harass” team or University personnel in or around the medical facility if applicable.

Assistant AD for Facilities/Events

- Notifies or is notified by Head Athletic Trainer
- Notifies University Director of Risk Management
- Notifies Director of Public Safety

Assistant AD for Compliance

- Provide guidance regarding payment of incidental expenses and interpretive support relating to any NCAA regulations.

Assistant AD for Student Services

- Notifies professors of incident and impact on class/grades.

Coaching and Support Staff

- Notify Director of Athletics and Head Athletic Trainer of Catastrophic Incident
- Follow Immediate Action Plan
- Direct Student-Athletes to not discuss incident with outside personnel.
- Support Student-Athletes and facilitate CI Immediate Action Plan.

Criminal Circumstances (Accident, Assault, Homicide, Suicide)

Public Safety

- Director of Athletics is notified and/or notifies Public Safety immediately of catastrophic incident involving possible criminal activity. Director of Athletics follows CI plan as necessary based on type of incident.
- Director of Public Safety notified
- Public Safety communicates with Fresno Police Department
- Public Safety communicates information as appropriate to initiate CI plan.

Away Contests-Coaches, Administrators and Staff Members

- Immediately notify Director of Athletics and Head Athletic Trainer of CI
- Work with hospital, Sports Medicine Staff, Athletic Department, or Police to assist in the process and gather information to update the Director of Athletics and/or Head Athletic Trainer
- The Head Coach and/or Administrator remains on site after team departs to coordinate communication and arrangements with Fresno State Athletic Department until relieved by a Fresno State Representative.

Fresno State Sports Medicine personnel and/or a member of the Fresno State Department of Intercollegiate Athletics will accompany the injured student-athlete to the medical facility with the injured student-athlete’s emergency medical information. The athletic trainer will not leave the contest unattended unless there is another athletic trainer on-site to continue coverage of the student-athletes. The Fresno State Sports Medicine staff member will initiate the Catastrophic Incident Plan. Once at the medical facility, the designated individual will call back to the Fresno State athletic trainer with updates until the athletic trainer arrives at the facility.

Post CI Summary

A detailed written summary by each participating member of the CIMT will be prepared following any catastrophic incident which identifies and explains the activities of those who participated in and responded to the incident. This summary will be used to critique the process, its efficiency and effectiveness, and will be used as the basis for review of procedures by the CIMT.