The function of the Emergency Action Plan for The University of Southern Mississippi Athletic Department, as installed by the Sports Medicine Staff, is to guarantee the safety of and proper care for all Student Athletes. In the event of an emergency situation, such as a life threatening injury, illness, or accident, this plan will clearly indicate the actions and duties of each member of the Athletic Staff. Proper execution of this plan will assure that the most efficient care of the Student Athlete will occur.

All members of the Athletic Staff should familiarize themselves with this plan. An Emergency Action Plan should be in place anytime organized activity with Student Athletes is being conducted. This includes any weight lifting, conditioning, practice, and game situations. The person present with the highest level of emergency care training will be in charge of the Emergency Action Plan at that event, beginning with the Team Physician, Athletic Training Staff, Graduate Assistant Athletic Trainers, etc. If the appropriate staff is not present at the event, the Coach is in charge of the Emergency Action Plan. It is important for legal liability that all Athletic Staff understand the Emergency Action Plan.

There are three important parts to the Emergency Action Plan: Personnel, Communication, and Equipment.

**Personnel**
Athletic Staff is the key component of the Emergency Action Plan. Athletic Staff consists of the Athletic Director, Associate Athletic Directors, Sports Medicine Staff, Strength and Conditioning Staff, Coaches, Equipment Managers, and Student Assistants.

In the event of an emergency, Staff Certified Athletic Trainers are the first responders to the Student Athlete and are in charge of executing the Emergency Action Plan. If present, a Team Physician will be in charge of the Emergency Action Plan. The delineation of authority determining who is in charge of an Emergency Action Plan during a life-threatening situation is as follows:

- Team Physician
- Staff Certified Athletic Trainers
- Graduate Assistant Certified Athletic Trainers
- Emergency Medical Technician (EMT)
- Student Athletic Trainers
- Strength and Conditioning Staff
- Coaches
- Equipment Managers
Each person on the Athletic Staff should know their role in the Emergency Action Plan at the site in which they work. Each Athletic Site on Campus has its own Emergency Action Plan, and the Athletic Staff working at each site should know their role within that plan. Roles within the Emergency Action Plan include:

- **Immediate Care of the Athlete**: Performed by the Staff Certified Athletic Trainer or most qualified person
- **EMT and Certified Athletic Trainer**: Will work together once EMT arrives
- **Retrieval of Emergency Equipment**
  * Performed by someone familiar with what equipment is needed - Student Athletic Trainer is most likely
- **Contacting Emergency Medical Services**
  * Should be done by someone familiar with what the situation is – Student Athletic Trainer is most likely
- **Directions to the Emergency Site**
  * Directions will be given according to the Emergency Action Plan on-site by the person who contacts Emergency Medical Services. One person should be responsible for meeting EMS at the site, and should be able to unlock gates, doors, etc. so that EMS can reach the injured Student Athlete.

**Communication**

When necessary, Emergency Medical Services may need to be contacted following an injury or accident in Athletics. EMS should only be contacted when prompted by the person who is most qualified at the site, most often the Staff Certified Athletic Trainer or Graduate Assistant Athletic Trainer. Each site should have either a land-line or mobile telephone available at all times. The location of these phones should be known by all present Athletic Staff prior to the event and should be available whenever the site is in use. Important phone numbers, including Campus Police, Hospital, and Ambulance Services, should be posted near the land-based phone or in the Athletic Trainer’s kit.

When calling during an emergency:

1. **Contact Campus Police**
   a. Identify yourself
   b. Give exact location, as written on the sites’ Emergency Action Plan, including the site and inform the Ambulance where they will be met.
   c. Inform Campus Police of what injury is suspected (i.e., Neck Injury)
   d. Ask them if any other information is needed.
   e. Hang up last, preferably staying on the line until Campus Police or the Ambulance arrives.
2. **Contact Staff Athletic Trainer or Team Physician**, if none are present.

**NOTE**: Campus Police will contact EMS for Ambulance Services.
Following a life-threatening situation, the following people must be contacted:

1. Head Athletic Trainer (if not present)
2. Team Physician (if not present)
3. Victim’s Parents
4. Athletic Director or Administrator in charge (Head Athletic Trainer/Head Coach duty)

**Equipment**
Each Athletic Site will have Emergency Medical Equipment present. This equipment will be under the care of the Staff or Graduate Assistant Athletic Trainer present, but should be understood by all Athletic Staff. Emergency Medical Equipment includes:

1. Telephone
2. Automatic External Defibrillators (AED)
3. Vacuum Splints
4. Cervical Collars
5. Spine Board
6. Epi-Pen

Not all sites will have all Emergency Medical Equipment, but Athletic Staff should be aware of the equipment available at their site.

**In Case of Emergency:**

1. Assess Situation
2. Most qualified person provides emergency care and takes charge of situation
   a. Team Physician, Staff Certified Athletic Trainer, Graduate Assistant Athletic Trainer, Emergency Medical Technician, Student Athletic Trainer, Strength and Conditioning Staff, Coaches, Managers
3. Retrieve Emergency Medical Equipment
4. Contact Emergency Medical Services
5. Meet EMS at appropriate site
6. Member of Athletic Staff will perform Crowd Control
7. Contact Staff Athletic Trainer and/or Team Physician if none are present
8. Gather proper documentation for Student Athlete
   a. Insurance, Medical Information
9. Someone will travel to hospital with Student Athlete
10. Stay in contact with Medical Personnel (Staff Certified Athletic Trainer and/or Team Physician)
11. Staff Certified Athletic Trainer or Team Physician will contact parents
12. Return all equipment and documentation to Athletic Training Room
Emergency Situations

The following injuries are medical emergencies in which the Emergency Action Plan needs to be activated:

1. Respiratory arrest or any irregular breathing
2. Severe chest or abdominal pains, which may indicate heart attack, cardiac arrest, or internal hemorrhage
3. Excessive bleeding
4. Suspected spinal injury resulting in back pain, paralysis, or inability to move any body part
5. Open or multiple fractures
6. Joint fracture or dislocation
7. Severe signs of shock

Injuries that require immediate referral to a Certified Athletic Trainer and/or Physician:

1. Eye Injuries
2. Dental injuries where tooth has been knocked out or loose
3. Minor or simple fractures
4. Lacerations that require sutures
5. Injuries where functional deficit is noticeable
6. Loss of normal sensation
7. Noticeable muscular weakness
8. Any injury, if you have doubts about its nature or severity