



Medical Emergencies/Emergency Action Plan for Coaches

Date Approved: September 24, 2019

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Risk Management/Legal Counsel: Donna Clark

1. Purpose

The purpose of this policy is to recognize the possibility of medical emergencies arising during the course of participation in LVC's program and to provide direction to the LVC Board and coaches as to how to minimize risk and liability to the organization in the event of a medical emergency.

2. Definitions

- a. LVC: London Volleyball Club.
- b. Board: The duly appointed board members of LVC.
- c. Committee – Any authorized and recognized committee of the LVC.
- d. Participants – Any person directly or indirectly involved in an approved activity in the capacity of competitor, observer, athlete, coach, assistant coach, practice volunteer, trainer, manager, parent, official, spectator, employee, Committee Member or LVC Member or any other person present or involved in the activity.
- e. Emergency Action Plan (EAP) – a plan of action created by each team's coaching staff to deal with medical emergencies.
- f. Head Coach – The coach designated by the Board as having primary responsibility for the team.
- g. Medical emergency/significant injury – An injury or situation that is serious enough to require either a participant seeking immediate medical treatment on their own or the attendance of Emergency Medical Services at the game or practice.

3. Recognition of Duty of Care

- a. LVC recognizes that it has a duty of care to its participants in the event of a medical emergency to notify emergency medical services as quickly and efficiently as possible.
- b. LVC also recognizes that coaching staff is not required to have first aid training nor to provide first aid treatment in the event of a medical emergency. However, coaching staff is required to recognize a situation that requires emergency medical treatment and contact emergency medical personnel accordingly.

4. All Head Coaches must review the EAP policy and procedure.

5. All coaches must review the EAP planning sheet and complete it prior to the start of the season. Completion of the EAP planning sheet requires the Head Coach of a team to:

- a) Designate the different roles each coach will assume in the event of a medical emergency (i.e. one coach attends to injured player, one coach calls 911, one coach goes to park entrance to direct emergency personnel, one coach deals with other players and parents);
- b) Ensure the coaching staff is familiar with the location of all facilities they play/practice at and are capable of naming the closest major intersection;

- c)** Ensure that coaching staff is familiar with any medical issues of all players on the team including allergies;
 - d)** Ensure that the coaching staff always has a charged cell phone that is easily accessible during all games and practices; and
 - e)** Ensure that the coaching staff is familiar with their practice facility's EAP protocol and contact person.
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- 6.** Each Head Coach must have parents/guardians complete a Player Medical Information Sheet and keep that information with the first aid kit.
 - 7.** Each Head Coach must keep at least one copy of the OVA Accident Report form with the first aid kit in the event a player is injured. Please review this form to be familiar with the information required.
 - 8.** Each Head Coach must immediately notify the Board President and Executive Director when a medical emergency/significant injury occurs and provide details on the OVA Accident Report form if possible about what happened, who was present, treatment sought, etc.
 - 9.** Each Head Coach should canvass the coaching staff and parents and identify any individuals who have first aid or medical training.



LVC Emergency Action Plan

Team: _____

Head Coach: _____

PLEASE REMEMBER TO ALWAYS HAVE A CELL PHONE AVAILABLE ON YOUR BENCH IN CASE OF EMERGENCY. PLEASE BE FAMILIAR ENOUGH WITH ALL THE FACILITIES YOU PLAY AND PRACTICE AT SO YOU CAN NAME THE CLOSEST INTERSECTION IF YOU HAVE TO CALL 911.

Coach 1 (Stay with injured athlete):

Coach 2 (Call 911 and relay information):

Coach 3 (notify facility attendant and go to building entrance to direct ambulance): _____

Coach 4 (stay with rest of team):

Coach 4 should also grab the medical information form for the injured player from the first aid kit. Other team's coaches, parents or players may fulfill roles 3 and 4 if necessary).