

Fishhawk Youth Sports Association
Youth Sports Complex

Emergency Action Plan

Provided by
The USF Health Sports Medicine &
Athletic Related Trauma
(S.M.A.R.T.) Institute

2018-2019

Revised March 2013

I. Purpose of the Emergency Action Plan

Emergency situations may arise at any given moment during an athletic event. When they do occur, it is necessary that an emergency care plan be established to clearly delineate the policies and procedures in order to deliver effective and efficient care. Expedient action must be taken in order to provide the best possible care to the athletes with emergency and/or life threatening conditions. The development and implementation of an emergency action plan will help to ensure that the quality of care provided to our athletes is at its highest. It is the goal of the USF Health S.M.A.R.T. Institute that this emergency care plan will aid in minimizing the time needed to provide an immediate response to a potentially life-threatening situation or medical emergency.

Athletic organizations have an inherent duty to develop an emergency action plan that may be instituted immediately when necessary and to provide appropriate standards of healthcare to all sports participants. As athletic injuries may occur at any time and during any activity, coaches, staff, and administrators must be well prepared. This preparation involves development of an emergency action plan, proper medical coverage of events, maintenance of emergency equipment and supplies, utilization of appropriate emergency medical personnel, and emergency care education of all members of the facility personnel.

II. Components of the Emergency Action Plan

- Emergency Personnel
- Emergency Communications
- Emergency Equipment
- Emergency Transportation
- Physician Evaluation

III. Emergency Plan Personnel

All staff members of the Fishhawk Sports Complex are recommended to have current CPR and AED certifications. This may include any board members, concession staff, or volunteers that are present during athletic events. It is also highly recommended that all youth baseball and softball coaches have current CPR and AED certifications.

Phone Numbers for Fishhawk Youth Sports Association Board Members

Scott Powers Cell: 813-390-8549 Email: powerssc@verizon.net

Valarie Intille Cell: 813-368-7975 Email: vintille@aol.com

Contact information for Medical Personnel

Nearest Hospital:
Brandon Regional Hospital
119 Oakfield Drive
Tampa, FL 33511
(813) 681-5551

Approximately 9 miles from Fishhawk Sports Complex (~15 min)

The closest hospital is Brandon Regional Hospital. The most direct route to Brandon Hospital is the following: From Fishhawk Sports Complex, go left on Fishhawk Blvd. and take a left on Lithia-Pinecrest Road. After six miles, take a left on Lumsden Road, then take a right on Parsons Avenue. Turn left onto Oakfield drive and the hospital is on the left.

Introduction

With athletic practices and competitions, the first responder to an emergency situation is typically a member of the coaching staff. A licensed medical professional may not be present at every organized practice or competition. The scope and type of coverage provided to an athletic event may vary based on such factors as the sport or activity, the setting, and the type of training or competition. Certification in cardiopulmonary resuscitation (CPR), AED, first aid, and prevention of disease transmission is recommended by the USF Health S.M.A.R.T. Institute for all athletics personnel associated with tournaments, practices, competitions, skill

instructions, and strength and conditioning sessions. Additionally, the USF Health S.M.A.R.T. Institute recommends reviewing the emergency action plan annually with facility personnel.

The development of an emergency action plan cannot be completed without the organization of an emergency response team. This team may consist of a variety of facility personnel including, but not limited to, coaches, staff, and administrators.

There are four basic roles for the emergency response team.

1. Immediate care of the injured athlete
2. Emergency equipment retrieval
3. Activation of EMS
4. Direction of EMS to the scene

Immediate care of the injured athlete needs to be the first and foremost concern for the emergency response team. Acute care in an emergency should be provided by the most qualified individual on the scene.

Equipment retrieval may be done by anyone on the emergency response team who is familiar with the types and location of the specific equipment needed. Staff, administrators, and coaches could easily fit this role.

EMS activation may be necessary in situations where emergency transportation is not already present at the scene. This should be done as soon as the situation is determined to be an emergency or life-threatening event. Time is the most critical factor during emergency situations. Activating the EMS system may be done by anyone on the team by dialing 911 to notify the EMS system. The individual chosen for this role should be one who is able to stay calm under pressure and who communicates well over the telephone. It is advised that the individual follow the posted venue specific plan.

Once EMS has been activated, the fourth role, that of directing EMS to the scene needs to be done. One member of the response team should be responsible for meeting the ambulance as they arrive at the venue. Depending on ease of access, this person should have keys to any locked gates or doors that may slow the arrival of medical personnel. Facility staff are often able to assist in this role.

Duties of the Emergency Response Team

- Supervisor and Facilitator
 1. Responsible to take charge of situation
 2. Determine if life-threatening situation exists
 3. Provide emergency care
 4. Organize team members

5. Document incident
6. Follow-up and review incident and management
- Emergency Care Provider(s)
 1. Calm and reassure the athlete
 2. Help assess the injury
 3. Provide appropriate first aid/CPR as needed
 4. Release athlete to appropriate emergency medical personnel for transport
 5. Assist EMS as needed with transport
- Traffic Controller
 1. Keep uninjured athletes away from scene
 2. Keep spectators away from scene
- EMS Contact
 1. Activate EMS (**911**)
 2. Identify location of nearest phone to call EMS operator
 3. Report nature and severity of injury to EMS operator
 4. Report number of victims and treatment rendered thus far
 5. Give specific directions to scene:
“The facility is located at 16120 Fishhawk Blvd, Lithia, FL 33547.”
 6. Give location of emergency vehicle escort
 7. Remain on phone until operator hangs up
 8. Inform emergency care providers of status of EMS assistance
- Emergency Vehicle Escort
 1. Go to designated location to meet emergency vehicle
 2. Direct emergency vehicle to scene
 3. Move spectators out of the way so EMS can get through

IV. Emergency Communications

Effective communication is the key to efficient delivery of emergency care in athletic trauma situations. Coaches, staff, administrators, and emergency medical personnel must work together to provide the best possible care to injured athletes. If emergency medical transportation is not available on site during an athletic event, then, direct communications with the emergency medical system at the time of injury or illness will be necessary.

Access to a working telephone or other communications device, whether fixed or mobile, should be established. A back-up communication plan should be in effect in the event of failure of the primary communication system. The most common method, a cellular phone is a great back-up. At any athletic

venue, whether home or away, it is important to know the location of a workable telephone.

V. Emergency Equipment

All necessary emergency equipment should be onsite or quickly accessible. Personnel should be familiar with the function and use of each type of emergency equipment. Equipment should be in good working order, and everyone should be trained in advance, how to use the equipment. Emergency equipment (including Automated External Defibrillators) should be checked regularly and its use rehearsed and practiced by emergency personnel. Only personnel trained to properly use equipment should use it.

NATA Official Statement Regarding Automated External Defibrillators

The National Athletic Trainers' Association (NATA), as a leader in health care for the physically active, strongly believes that the treatment of sudden death cardiac arrest is a priority. An AED program should be a part of an athletic trainer's emergency action plan. NATA strongly encourages athletics trainers, in every work setting, to have access to an AED. Athletic trainers are encouraged to make an AED part of their standard emergency equipment.

Rationale

According to the American Heart Association (AHA), each year approximately 325,000 Americans die of sudden cardiac arrest (SCA) outside of the hospital.¹ As many as 7,000 children die of SCA each year.² Evidence suggests that the risk of a cardiac event is higher during or immediately following, vigorous exercise. Cardiopulmonary resuscitation (CPR) is critical to maintaining the supply of oxygen to vital organs. But the single most effective treatment for cardiac arrest is defibrillation; a shock delivered to the heart within 3-5 minutes or sooner.¹ Most communities cannot meet these guidelines. As a result, nationwide survival from SCA is only about 5%. In some communities where shocks from an AED and CPR are provided within 3-5 minutes by the first person on the scene, survival rates are as high as 48-74%.¹

1. American Heart Association, 2012. Heart Disease and Stroke Statistics – 2012 Update.
2. Berger S, Dahlia A, Freidberg DZ. 1999. Sudden cardiac arrest death in infants, children and adolescents. *Pediatric Clinics of North America*, 46(2):221-34.

VI. Transportation

The USF Health S.M.A.R.T. Institute at the University of South Florida recognizes the importance of having the availability of emergency transportation. At Fishhawk Sports Complex, it may be necessary to coordinate with local EMS providers to have emergency transportation on call for special events. In addition, EMS coverage may be coordinated for other special events/sports, playoffs and regional championship events, or major tournaments. In the event that an ambulance is on site, there should be a prearranged designated location with rapid access to the site and a cleared route for entering/exiting the venue. If not on site, EMS can be called through the 911 system.

VII. Physician Coverage

The USF Health S.M.A.R.T. Institute of The University of South Florida recognizes the importance of having physicians readily accessible for the care and treatment of athletic related injuries or illnesses. Any athlete treated for any injury, illness, or health related condition should follow-up with his/her family physician or appropriate specialist for evaluation, treatment, and clearance prior to returning to any athletic participation.

VIII. Summary of Emergency Care Plan

The importance of being properly prepared when athletic emergencies arise cannot be stressed enough. Prior planning is a must. An athlete's survival may hinge on how well trained and prepared the athletic healthcare providers are. The emergency action plan should be reviewed at least once a year with all facility personnel (staff, administrators, coaches, etc.), and should include CPR refresher training. Emergency action plans should be posted at each venue specific to that location. Through development and implementation of the emergency action plan. The USF Health S.M.A.R.T. Institute helps ensure that student-athletes will have the best care available when an emergency situation does arise. An annual review of the emergency action plan, by the USF Health S.M.A.R.T. Institute personnel, is available upon request.

References:

Courson R. Development of an Emergency Action Plan. Proceedings from NATA 51st Annual Meeting and Clinical Symposia. June 2000.

Courson R, Robinson J, Davis G. Athletic Training Emergency Care. Boston, MA: Jones and Bartlett Publishers, 2000.

Halpin T, Dick RW. 1999-2000 NCAA Sports Medicine Handbook. Indianapolis, IN: NCAA, 1999.

James Madison University Emergency Medical Operations Plan. Harrisonburg, VA. James Madison University Division of Athletic Training Services. 1995

Non-medical Emergency Plan

Purpose: To establish an emergency action procedure for all non-medical emergencies including inclement weather, terrorist threats, bomb threats, and other acts of nature. The first person to come in contact with the emergency situation should initiate communication for assistance as needed. The first responder will determine the severity of the situation and decide if emergency personnel are needed. The emergency action plan will then be activated whether or not the emergency personnel has been called. In the event that a coach or administrator is not present, bystanders can enact the emergency action plan.

Emergency Personnel: Coaches, staff, or administrators, on site for practices and competitions. In the case of a bomb threat, terrorist attack or other dangerous acts, 911 will be activated immediately and they will call the appropriate personnel for the indicated emergency.

Emergency Communications: All coaches, staff, or administrators, would have access to a cell phone. Two-way radios may be used at facilities and venues that provide for clear reception.

Weather

Roles of First Responder:

- Evaluate area for safety at the particular facility.
- **FLASH TO BANG:** one may evaluate the flash of lightning to a bang of thunder for precautionary purposes: a 5 second count between the time you see lightning to the time you hear thunder means that lightning is one mile away. For any count less than 30 seconds, the coach or other staff member will move all persons in the area to a safe shelter. A safe shelter should be one with plumbing, running water, and a telephone line. Avoid open fields, isolated trees, high terrain, contact with metal, and bodies of water.

- A digital, hand-held, lightning detector will be used, if available.
- The Flash to Bang Method is the current standard for assessing storm proximity. The method will soon change to: seeing lightning or hearing thunder requires immediate departure from an outdoor venue to a safe indoor facility. Please refer to the National Athletic Trainers' Association (NATA) website at www.nata.org for position statement updates.

All Fields: In the event of approaching inclement weather, all athletes, coaches, and spectators will be instructed to immediately evacuate the fields and are preferred to move into their vehicles, depending upon the type of environmental concerns.

Violent Acts

- Bomb Threat:**
1. Leave bomb where it is found and do not touch it.
 2. First person to come in contact with a suspicious package should immediately leave area and call 911 and a school administrator as soon as possible.
 3. If the bomb threat is called in, the person receiving the call should evacuate all those in the area to the nearest exit. Once the area has been cleared, the person should report it to 911 and the school administrator.
 4. The person in charge should keep all persons calm once the area has been evacuated, and wait for emergency personnel to arrive.

Terrorist Threats

- And Attacks:**
1. Do not move from area and be as calm as possible, keeping all those around calm as well.
 2. Be compliant with terrorist and follow directions until emergency personnel arrive or terrorist(s) leaves.
 3. If terrorist(s) begin shooting, leave the area promptly and attempt to move as many people out as you can.

Someone With

- A Weapon:**
1. Do not move from the area and be as calm as possible, keeping all those around calm as well.
 2. Do not say or do anything that might irritate the individual.
 3. Attempt to keep your composure thinking optimistic that help will arrive soon.

- Fire:**
1. Move everyone out of area, and immediately call 911, and

- activate the FIRE ALARM.
2. If fire is that of which can be contained with a fire extinguisher, the closest person to the extinguisher should activate it and try to put the fire out.
 3. Once fire has been contained and put out, leave the area and wait for emergency personnel to arrive.
 4. If fire cannot be contained with a fire extinguisher, move far away from the area, and keep everyone calm while waiting for emergency personnel to arrive.

Fishhawk Youth Sports Complex

Venue Specific Emergency Action Plans

2018-2019

Provided by The USF Health Sports Medicine & Athletic Related Trauma (S.M.A.R.T.) Institute

Emergency Care and First Aid Procedures

Fishhawk Sports Complex MULTIPURPOSE FIELD 1

Purpose: Establish emergency care procedures for the management and transportation of injured athletes. The coach or staff member will determine the severity of the injury and decide whether or not to activate EMS. If emergency personnel are needed the coach or other staff member will activate the emergency action plan. In the event that a coach or other staff member is not present, a bystander can activate the emergency care plan.

Emergency Personnel: Coaches, staff, and administrators. Emergency equipment (AED) and other first aid supplies are maintained in the concession stand.

Emergency Communications: Cell phone. 813-390-8549 Scott Powers
Cell phone 813-368-7975 Valarie Intille

Roles of First Responders:

- Perform a primary survey and establish level of consciousness.
- Establish the need for emergency care. (CPR, AED, Respiratory, etc.)
- Activation of emergency medical system (EMS).
 - Call 911 (provide name, address, and telephone number, number of victims, condition of victims, first aid rendered, specific directions, and any other information requested).
- Emergency equipment retrieval.
- Designate individual to meet emergency transport vehicle and direct to scene.
- Designate individual to secure the scene.
- Designate individual to accompany the athlete to the treatment facility.
- Notify facility officials and complete the necessary forms.

Venue Directions:

From Lithia-Pinecrest Road, go west on Fishhawk Blvd. Go past Randall Middle School and take the second right into the Sports Complex at “Gate 1 - West Entrance”. Turn left in the parking lot.

Multipurpose Field 1: At the first driveway on the right, there is vehicle access to Multipurpose Field 1 through a double gate next to the “No Parking” sign. Drive through the gate and directly onto the field.

Multipurpose Field 2: Follow the parking lot past the garbage dumpster on the right. There is vehicle access through a double gate labeled with “Emergency Entrance” signs. Follow the pathway to drive directly onto the fields. **Both fields** are also accessible by stretcher via the walkways between and around the fields. The address to Fishhawk Sports Complex is 16120 Fishhawk Blvd, Lithia, FL 33547.

Emergency Care and First Aid Procedures

Fishhawk Sports Complex SOFTBALL FIELDS

Purpose: Establish emergency care procedures for the management and transportation of injured athletes. The coach or staff member will determine the severity of the injury and decide whether or not to activate EMS. If emergency personnel are needed the coach or other staff member will activate the emergency action plan. In the event that a coach or other staff member is not present, a bystander can activate the emergency care plan.

Emergency Personnel: Coaches, staff, and administrators. Emergency equipment (AED) and other first aid supplies are maintained in the concession stand.

Emergency Communications: Cell phone. 813-390-8549 Scott Powers
Cell phone 813-368-7975 Valarie Intille

Roles of First Responders:

- Perform a primary survey and establish level of consciousness.
- Establish the need for emergency care. (CPR, AED, Respiratory, etc.)
- Activation of emergency medical system (EMS).
 - Call 911 (provide name, address, and telephone number, number of victims, condition of victims, first aid rendered, specific directions, and any other information requested).
- Emergency equipment retrieval.
- Designate individual to meet emergency transport vehicle and direct to scene.
- Designate individual to secure the scene.
- Designate individual to accompany the athlete to the treatment facility.
- Notify facility officials and complete the necessary forms.

Venue Directions:

From Lithia-Pinecrest Road, go west on Fishhawk Blvd. Go past Randall Middle School and take the first right into the Sports Complex at “Gate 2 - East Entrance”. ***Softball Fields 1 and 3:*** Turn right onto the dirt road just before the parking lot. There is a double gate on the left for ambulance access to the outfield fences of each field. Field 1 is to the right and Field 3 is to the left. There are gated openings at each corner.

Softball Fields 2 and 4: Upon entering the parking lot from Gate 2, immediately turn right onto the sidewalk access ramp in front of the softball field sign. Drive toward the softball fields on the pathway. Field 4 is the first field on the left and Field 2 is straight ahead and past the first field. There are gated openings at the corners of each field. **All fields** are accessible by stretcher via the walkways between the fields. The address to Fishhawk Sports Complex is 16120 Fishhawk Blvd, Lithia, FL 33547.

Emergency Care and First Aid Procedures

Fishhawk Sports Complex SOFTBALL BATTING CAGES

Purpose: Establish emergency care procedures for the management and transportation of injured athletes. The coach or staff member will determine the severity of the injury and decide whether or not to activate EMS. If emergency personnel are needed the coach or other staff member will activate the emergency action plan. In the event that a coach or other staff member is not present, a bystander can activate the emergency care plan.

Emergency Personnel: Coaches, staff, and administrators. Emergency equipment (AED) and other first aid supplies are maintained in the concession stand.

Emergency Communications: Cell phone. 813-390-8549 Scott Powers
Cell phone 813-368-7975 Valarie Intille

Roles of First Responders:

- Perform a primary survey and establish level of consciousness.
- Establish the need for emergency care. (CPR, AED, Respiratory, etc.)
- Activation of emergency medical system (EMS).
 - Call 911 (provide name, address, and telephone number, number of victims, condition of victims, first aid rendered, specific directions, and any other information requested).

- Emergency equipment retrieval.
- Designate individual to meet emergency transport vehicle and direct to scene.
- Designate individual to secure the scene.
- Designate individual to accompany the athlete to the treatment facility.
- Notify facility officials and complete the necessary forms.

Venue Directions:

From Lithia-Pinecrest Road, go west on Fishhawk Blvd. Go past Randall Middle School and take the second right into the Sports Complex at “Gate 1 - West Entrance”. Drive Straight across the parking lot and directly onto the sidewalk access ramp to drive onto the walkway between baseball fields 1 and 4. Continue past the four baseball fields and the softball batting cages will be straight ahead on the right.

The batting cages are also accessible by stretcher via the walkways between the fields. The address to Fishhawk Sports Complex is 16120 Fishhawk Blvd, Lithia, FL 33547.

Emergency Care and First Aid Procedures

Fishhawk Sports Complex BASEBALL FIELDS

Purpose: Establish emergency care procedures for the management and transportation of injured athletes. The coach or staff member will determine the severity of the injury and decide whether or not to activate EMS. If emergency personnel are needed the coach or other staff member will activate the emergency action plan. In the event that a coach or other staff member is not present, a bystander can activate the emergency care plan.

Emergency Personnel: Coaches, staff, and administrators. Emergency equipment (AED) and other first aid supplies are maintained in the concession stand.

Emergency Communications: Cell phone. 813-390-8549 Scott Powers
Cell phone 813-368-7975 Valarie Intille

Roles of First Responders:

- Perform a primary survey and establish level of consciousness.
- Establish the need for emergency care. (CPR, AED, Respiratory, etc.)
- Activation of emergency medical system (EMS).

- Call 911 (provide name, address, and telephone number, number of victims, condition of victims, first aid rendered, specific directions, and any other information requested).
- Emergency equipment retrieval.
- Designate individual to meet emergency transport vehicle and direct to scene.
- Designate individual to secure the scene.
- Designate individual to accompany the athlete to the treatment facility.
- Notify facility officials and complete the necessary forms.

Venue Directions:

From Lithia-Pinecrest Road, go west on Fishhawk Blvd. Go past Randall Middle School and take the second right into the Sports Complex at “Gate 1 - West Entrance”. Drive straight across the parking lot and onto the sidewalk access ramp to access the walkway between Fields 1 and 4. Drive along the walkways to reach the fields. Field 1 is the first field on the right. Field 4 is the first field on the left. Field 2 is the second field on the right. Field 3 is the second field on the left.

There are gated openings for vehicle access at the corners of each field’s outfield fence.

All fields are also accessible by stretcher via the walkways between the fields. The address to Fishhawk Sports Complex is 16120 Fishhawk Blvd, Lithia, FL 33547.

Emergency Care and First Aid Procedures

Fishhawk Sports Complex BASEBALL BATTING CAGES and PITCHING MOUNDS

Purpose: Establish emergency care procedures for the management and transportation of injured athletes. The coach or staff member will determine the severity of the injury and decide whether or not to activate EMS. If emergency personnel are needed the coach or other staff member will activate the emergency action plan. In the event that a coach or other staff member is not present, a bystander can activate the emergency care plan.

Emergency Personnel: Coaches, staff, and administrators. Emergency equipment (AED) and other first aid supplies are maintained in the concession stand.

Emergency Communications: Cell phone. 813-390-8549 Scott Powers
Cell phone 813-368-7975 Valarie Intille

Roles of First Responders:

- Perform a primary survey and establish level of consciousness.
- Establish the need for emergency care. (CPR, AED, Respiratory, etc.)
- Activation of emergency medical system (EMS).
 - Call 911 (provide name, address, and telephone number, number of victims, condition of victims, first aid rendered, specific directions, and any other information requested).
- Emergency equipment retrieval.
- Designate individual to meet emergency transport vehicle and direct to scene.
- Designate individual to secure the scene.
- Designate individual to accompany the athlete to the treatment facility.
- Notify facility officials and complete the necessary forms.

Venue Directions:

From Lithia-Pinecrest Road, go west on Fishhawk Blvd. Go past Randall Middle School and take the second right into the Sports Complex at “Gate 2 - East Entrance”. Upon entering the parking lot, go past the softball fields to the first concessions building on the right. The baseball pitching mounds and batting cages are located directly behind the concessions building. They are accessible by stretcher from the sidewalks and walkways.

The address to Fishhawk Sports Complex is 16120 Fishhawk Blvd, Lithia, FL 33547.