

Emergency Action Plan Worksheet – Response Team

Coach/Advisor Name:	Activity:	Level:
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1 911 TEAM

CALL 911		
CALL 911. Explain emergency. Provide location.		
	PRACTICE	EVENTS
Closest Phone		
EMS Access Point		
Street Intersection		
Responder 1		
Responder 2		
MEET AMBULANCE at EMS Access Point. Take to victim.		
	PRACTICE	EVENTS
Entry Door/Gate		
Responder 1		
Responder 2		
CALL CONTACTS. Provide location and victim's name.		
	NAME	CELL
Athletic Trainer		
Athletic AD		
Principal		
Assistant Principal		

2 CPR/AED TEAM

START CPR		
<ol style="list-style-type: none"> 1. Position person on back. 2. Put one hand on top of the other on middle of person's chest. Keeping arms straight, push hard and fast, 100 presses/minute. Let chest completely recoil after each compression. 3. Take turns with other responders as needed. 		
Coach		
Responder 1		
Responder 2		
Responder 3		
WHEN AED ARRIVES, TURN IT ON AND FOLLOW VOICE PROMPTS		
<ol style="list-style-type: none"> 1. Remove clothing from chest. 2. Attach electrode pads as directed by voice prompts. 3. Stand clear while AED analyzes heart rhythm. 4. Keep area clear if AED advises a shock. 5. Follow device prompts for further action. 6. After EMS takes over, give AED to Athletic Administrator for data download. 		

3 AED TEAM

GET THE AED		
CALL 911. Explain emergency. Provide location.		
	PRACTICE	EVENTS
Closest AED		
Responder 1		
Responder 2		
GET THE ATHLETIC TRAINER		
	PRACTICE	EVENTS
Typical Location		
Responder 1		
Responder 2		

CALL 911 for all medical emergencies.
If unresponsive and not breathing normally, begin CPR and get the AED.

4 HEAT STROKE TEAM

PREPARE TUB DAILY		
	PRACTICE	EVENTS
Responder 1		
Responder 2		
<ol style="list-style-type: none"> 1. Remove equipment/excess clothing. Move to shade. 2. Immerse athlete into cold ice water tub, stir water. *If no tub; cold shower or rotating cold, wet towels over the entire body. 3. Monitor vital signs. 4. Cool First, Transport Second. <ol style="list-style-type: none"> a. Cool until rectal temperature reaches 102°F if ATC or MD is available. b. If no medical staff, cool until EMS arrives. 		
	PRACTICE	EVENTS
Tub Location		
Water Source Location		
Ice Source Location		
Ice Towel Location		
Responder 1		
Responder 2		