

Town & Country School Athletic Medical Emergency Plan

Introduction

Emergency situations may arise at any time during athletic events. Immediate action is necessary to provide the best possible care for participants. Having an established plan reduces confusion, provides a more expedient response, and ultimately promotes the best outcomes for students and their families.

Emergency (What constitutes an emergency?)

Any situation where there is a need for emergency medical services to provide evaluation and/or transportation of an athlete. Situations where 911 should always be called are when an athlete:

- Is not breathing
- Has lost consciousness
- Has a suspected neck or back injury
- Has an open fracture (bone through the skin)
- Has severe heat exhaustion or heat stroke
- Has severe bleeding that cannot be stopped
- Has any condition which staff feel is a concern and beyond their ability to treat

Personnel

There are 2 types of situations which will alter the chain of command. The administrator is always in charge unless there is medical emergency and there are emergency personnel on site. The administrator will defer to the emergency personnel at that time. If emergency personnel need to be contacted, someone who is WITH the injured athlete needs to be the one to contact emergency medical personnel. Any staff member who is in charge at a sporting event must have a copy of the Medical Emergency Plan. The chain of command for Athletic Medical Emergencies for Town & Country School is:

- Athletic Director
- Administrator or Staff in Charge
- Assistant Coach
- Other onsite staff
- Other Athletes

Communication

Cell Phones will be the primary means of communication at all events. A person who is with the athlete must be the one to call 911. Once the situation has been settled, the staff member in charge must contact a Town & Country administrator if an administrator is not on scene.

Location of AED at Town & Country School

Town & Country School has 2 AEDs. They are located just inside the North door in the big gym and one in the main building just outside the nurse's office in S-2c.

Emergency Instructions

1. Establish scene safety and provide immediate care for the injured athlete.
2. Activate Emergency Medical Services
 - A) Dial 911
 - B) Given the phone number and address of the location: 8906 E. 34th Street
Tulsa, Oklahoma 74115
 - C) Give a brief description of the injury/condition
 - D) Provide specific access instructions: "Once you arrive at the school, you will proceed to the South Parking lot where the Zarrow Sports Education complex is located and enter through the glass doors.
 - E) Follow any other instructions from the Emergency Medical Dispatcher
3. Direct specific individuals to meet and direct EMS
4. Continue providing care to athlete to highest level possible.
5. A staff member will accompany any student to the hospital if there is no family member present.
6. Contact Parent
7. Contact administration if they are not on site.

Emergency Phone Numbers

Police Department: 911 or 918-596-9222	Athletic Director: Ray Odor 918-697-1164	Administrator: Anne Scalet 918-232-7224
Fire Department: 911 or 918-596-9977	Head of School: Shevaun Etier 918-724-5795	PE Teacher: Emilie Meyer 918-504-4005
Ambulance: 911 or 918-596-3100	Administrator: Devin Cross 1-405-258-6295	Nurse: Rosalee Stich 918- 541-3613