



## **Emergency Action Plan**

### **Fesmire Fieldhouse: Turf Room, Fesmire Baseball Field, Fesmire Softball Field, Smith Memorial Soccer Complex**

#### **EMERGENCY PERSONNEL**

- The emergency team may consist of physicians, certified athletic trainers, emergency medical services (EMS) personnel, athletic training students, coaches, and managers.
- Roles within the emergency team will be defined by their level of expertise. Not all practices and competitions will have a physician on-site but roles will be established by the most qualified individual.

#### **EMERGENCY PROCEDURES**

- Establish that the scene is safe and provide immediate care to the athlete
  1. Done by the most qualified individual on-site.
- In-line stabilization for head or cervical spine injuries
  1. If a cervical spine and/or head injury is suspected, in-line stabilization must be maintained. A member of the emergency team should call 911 for EMS assistance and transport.
  2. Stabilization should be performed by Union University Athletic Training personnel and/or by the team physician.
  3. Stabilization must be maintained until EMS personnel arrive.
- Cardiorespiratory emergency
  1. Any personnel certified in CPR and AED usage may administer appropriate life saving techniques.

#### **ACTIVATION OF EMERGENCY MEDICAL SERVICES (EMS)**

1. The decision to activate EMS is done by the most qualified individual on-site.
2. All visiting teams should not deny the activation of EMS if a member of the Union University emergency team deems it necessary.
3. Once the decision is made to activate EMS, a member of the emergency team (preferably an athletic training student, coach or manager) or an athletic department administrator may make the call to 911.
  - Inform EMS of an emergency at Union University and give the street address:
    - 1050 Union University Drive, Jackson, TN 38305
    - Instruct EMS to come to the South Entrance on Country Club Lane (cross street Pleasant Plains) and inform them that someone will meet them at the entrance and direct them to the injury site.
  - Provide information
    - Who you are
    - Where you are (Softball field, turf room, etc)
    - Your telephone number

- Number of injured individuals and nature of the emergency
    - Age, gender and mental status of the individuals
    - First aid or treatment being done
  - Other information as needed by dispatcher
  - **\*\*BE THE LAST TO HANG UP\*\***
- After hanging up with EMS, the emergency team personnel should call the following Union University personnel to inform them that EMS has been activated and an ambulance will arrive on-campus:
  1. Campus Security: 731-394-2922
  2. Director of Athletics: Tommy Sadler - 731-267-8010; or
  3. If necessary, notify the Union University Athletic Training Staff
    - a. Head Athletic Trainer: Bradley Williams – 502-710-9523
    - b. Assistant Athletic Trainer: Elizabeth Longo – 901-240-4930
  4. Given athlete's permission (as noted on HIPPA paperwork), contact the athlete's parents.

### **EMERGENCY TEAM ROLES**

- Emergency equipment will be retrieved by anyone familiar with the types and location of equipment (athletic training student, coach, or athletics department staff).
- A member of the emergency team will have keys to open all gates and doors and will direct the ambulance to the emergency site.
- The emergency team will provide appropriate emergency care until EMS arrives. Once EMS arrives, the team will provide pertinent information (method of injury, vital signs, treatment rendered, and medical history) and will assist with emergency care as needed.
- Obtain the athlete's medical history and insurance information, which is located in the athletic training bag and/or in the team's red folder in the Athletic Directors office.
- A member of the emergency team should accompany the student-athlete to hospital (Athletic training staff member, coach or family member).
- The Certified Athletic Trainer will complete the appropriate injury reports and forms.

### **AUTOMATED EXTERNAL DEFIBRILLATOR (AED) USAGE**

- Union University currently uses the Philips Heartstart AED. The Heartstart should always be stored with the battery and defibrillation pads (Smart Pads) connected to the unit. The Heartstart should be checked periodically and should have a visible blinking green ready light. If the light is red or the unit is beeping, it must be reported to the Head Athletic Trainer for replacement of the battery. The pads should be checked periodically for replacement.
- **AED Operation:** Use if you suspect that a victim has sudden cardiac arrest: not responsive and not breathing normally. Do not use near flammable gases.  
Steps to operation:
  1. Heartstart FRx:
    - a. Press the on/off button
    - b. Follow the voice instructions
    - c. Press the flashing orange button if instructed

- **AED Location:**  
Fesmire Baseball and Softball Fields
  - In or next to dugout with Certified Athletic Trainer  
Smith Memorial Soccer Complex
  - On the sideline with Certified Athletic Trainer  
Fesmire Fieldhouse Athletic Training Facility
  - When entering from the main front entrance, walk through the turf room to the back of the building. Once in back hallway, turn left and walk to the end of the hall. The AED is mounted on the right-side wall just as you approach the double-doors.

### **EMERGENCY EQUIPMENT**

- Emergency Bag:
  - Vacuum Splints (Leg, arm and pump) and Knee immobilizers (Regular and long)
  - Cervical Collars (Universal)
- Emergency Equipment:
  - AED, Crutches (Regular and tall) and Spine board
- Biohazard/First Aid Kit:
  - Band aids (steri-strips, knuckle, 4-wing), Gauze and Non sterile gloves
  - Red biohazard bag
  - CPR Pocket mask
  - Hand sanitizer and Spray bottle with disinfectant

### **EMERGENCY EQUIPMENT LOCATIONS**

- Located either by the dugout or on the sideline with the Certified Athletic Trainer or in the Fesmire Field house Athletic Training Facility.

### **EMS ARRIVAL**

- For the Fesmire Athletic Training Facility, Softball Field, and Baseball Field, EMS will enter through the gated entrance next to the Fesmire Fieldhouse.
- For the Smith Memorial Soccer Complex, EMS will enter through double gate at next to the ticket booth at the entrance of the stadium.
- If Med-flight is necessary, the helicopter will land on the soccer practice field, across the street from the Fesmire Fieldhouse

### **EMERGENCY PHONE NUMBERS**

Emergency Department: 911

Hospital: Jackson Madison County General Hospital - (731) 541-5000

West Tennessee Health Care North Hospital - (731) 661-2000

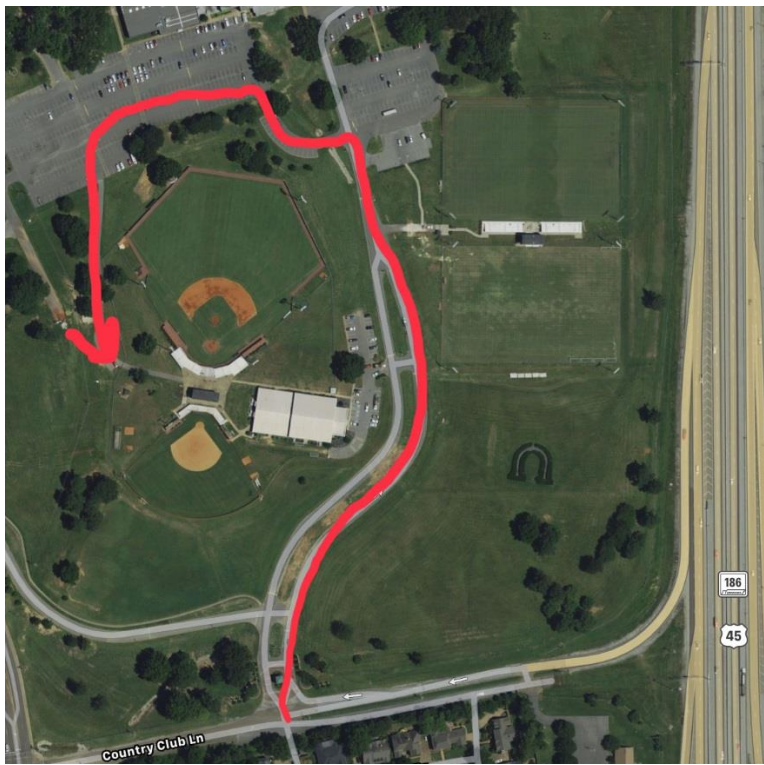
Campus Security: 731-394-2922 cell phone, 24 hours

Team Physician: Dr. Chris Lewis (731) 695-3910

Map for EMS to Fesmire Softball Field



Map for EMS to Fesmire Baseball Field



Map for EMS to Smith Memorial Soccer Complex

