Worcester Polytechnic Institute:
Athletic Training
Catastrophic Injury and Emergency Action Plan
For Intercollegiate Athletic Facilities

Revised December 2018
The goal of this policy is to ensure the swiftest and most appropriate care for our student athletes, coaches, and spectators at a time of an emergency. Calm and efficient care is essential at this point and the coaching staff of any team is a key element to developing that environment in case of a crisis. Therefore, the Athletic Training Staff requests your attention and understanding of the emergency policy.

For the benefit of their general knowledge and the safety of student athletes, head and assistant coaches are expected to know emergency procedures, emergency phone locations, emergency phone numbers, and locations of emergency equipment such as: the medical kit, splints, wraps, AED, off field transportation, gate keys, etc. The athletic training staff will schedule a meeting with each Head Coach/Coaching staff to review prior to the start of the season.
WPI Athletics Catastrophic Injury Plan

Definition of a Catastrophic Incident or Injury:

1. The sudden death of a student athlete, coach, or staff member at any time (accidents and illness as well).
   a. Death during competition, practice, or conditioning
   b. Death during travel (WPI Athletic Department official business)
   c. Non-athletic accidents
   d. Unknown medical anomalies (heart attack, stroke, etc.)
   e. Victim of a crime
   f. Suicide

2. Disabling and or quality of life altering injuries:
   a. Either during WPI Athletic Department participation and travel, or during non-athletic activates
   b. Spinal Cord Injury-resulting in partial or complete paralysis
   c. Loss of an Organ
   d. Severe Head Injury
   e. Injuries resulting in severely diminished mental capacity or other neurological injury that results in inability to perform daily functions
   f. Irrecoverable loss of speech or hearing (both ears) or sight (both eyes) or both arms or both legs or one arm or one leg

The policy of the WPI Athletics Department in regards to a student athlete who has sustained a catastrophic injury shall include the following actions:

1. A WPI staff Athletic Trainer (ATC), a member of the coaching staff, and/or other personnel will accompany the injured student athlete to the medical facility with the injured student athlete’s emergency medical/insurance information. If the coach cannot make the initial trip to the hospital, they will go at the conclusion of their team activity. The Head Coach is responsible for their student athlete at the medical facility.

2. Once at the medical facility, the designated individual will contact the Head ATC directly on his/her cell phone to notify him/her of the emergency situation.

3. The WPI Athletic Trainer will immediately call the Team Physician to notify him/her of the emergency situation.

4. The Head ATC or his/her designee will immediately notify the Director of PERA of the situation (if applicable), and will keep the Director of PERA updated at regular intervals.
   - The Director of PERA will contact other Athletic Department and University administrative personnel, including the Administrator-on-Call (508-451-5199) as deemed necessary. The Administrator-on-Call may contact the Dean of Students or Vice
President of Student Affairs & Campus Life to activate the campus Crisis Management Team.

5. The Team Physician, the Head ATC or his/her designee, and the Director of PERA will proceed to the medical facility (if applicable).

6. Once the student athlete has been stabilized at the medical facility, the Head ATC or his/her designee, in consultation with the Team Physician, the Head ATC, the Director of PERA and the Crises Management Team will make every effort possible to notify the injured student athlete’s family/next of kin of the emergency situation.

7. The Head ATC or his/her designee will continue to communicate with the injured student athlete’s family/next of kin and will provide medical updates as available.

8. Once the student athlete’s family/next of kin has been notified of the emergency situation and gives its consent, the Team Physician, Head ATC and Director of PERA, in consultation with the Crisis Management Team, will make a statement concerning the injured student athlete to be released to the press/media.
   - A member of the WPI Crises Management Team, in consultation with the Team Physician, Head ATC and the Director of PERA, will be the official spokesperson regarding the injured student athlete and the emergency situation.

9. The Head ATC and the coaching staff will be responsible for assembling the team as soon as possible for a briefing on the emergency situation.

10. Once assembled, the team will be addressed by the team Physician, the head coach, and/or the Director of PERA regarding the injured student athlete and the emergency situation, and will be advised to not speak with the press/media regarding the injured student athlete and/or the emergency situation.

11. The WPI Head ATC or designee will be responsible for contacting the Student Development & Counseling Center and authorities at the medical facility for the purpose of arranging psychiatrists, psychologists, chaplains, grief counselors, etc. if applicable.
# Emergency Action Plan for Certified Athletic Trainer

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**Building AED Locations:**
- Three AED’s located in the Athletic Training Room. An ATC will have an AED with them at all home athletic events.
- The Sports and Recreation Center Main Desk
- Pool: Just inside the entrance
- Outside the Wrestling Room

1. Initiate a primary survey of the scene and evaluation of problem.
2. The supervising ATC or physician will determine if the severity of the injury and decide whether to activate Emergency Medical Services (EMS).
   - Head, Assistant, and Volunteer Coaches may be asked to retrieve medical equipment such as: the medical kit, splints, wraps, AED, off field transportation, gate keys, etc. Please know where these items can be found.
3. Stabilize all life threatening situations (administer CPR and stabilize head/neck).
   - AED and splint bag will be located on home bench.
4. Instruct a coach or administrator on duty to use a cell phone or emergency call phone to contact WPI Campus Police if an ambulance is required. DO NOT call 911! WPI Campus Police will call EMS and direct them into campus.
   - If by yourself, administer one cycle of CPR then call public safety.
5. When speaking to WPI Campus Police identify yourself, your location, describe the situation, condition of student athlete, and ask for an ambulance.
6. Designate someone (coach or administrator) to escort WPI Campus Police and EMS to the scene.
7. Continue with any evaluation, stabilization, or life saving techniques required for the situation (CPR, AED use, etc.) until EMS arrives.
8. All Head Coaches must designate a coach who will travel with the student athlete to the hospital. This information must be provided to ATC’s at the beginning of each year.
Emergency Action Plan:
Alumni Field and Track

Nearest Emergency Phone:
Turf side of maintenance shed.
Outside first floor entrance to Sports and Recreation Center.

Emergency Numbers and Public AED Location:

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AED Locations:
Games: With ATC onsite
Practices: Athletic Training Room

If an Athletic Trainer is not available the following procedure should be followed:

1. Survey the scene.
2. Stabilize the athlete.
3. Alert ATC staff of the situation. Radio, call, or have coach/athlete get ATC.
4. If ATC cannot be reached designate someone to call WPI Campus Police and ask for an ambulance if you suspect:
   - Possible head, back, or neck injury
   - Possible heat exhaustion or stroke
   - Compound or displaced fracture
   - Loss of or altered consciousness
   - If the athlete has stopped breathing or has no pulse
   - Excessive bleeding
   - Sickling Event
5. When speaking to WPI Campus Police identify yourself, your location, describe the situation, condition of the student athlete, and ask for an ambulance.
6. Provide emergency care until EMS arrives and takes over care of the athlete.
7. Provide information regarding the injury (mechanism of injury, vitals, treatment, and medical history) to EMS.
8. Designated coach will travel with the student athlete to the hospital.
9. Report the injury to a staff ATC.

Remember to remain calm and composed.
**Lightning Protocol for Alumni Field:**

*If Athletic Trainer present:*

The following policies are based on the NCAA sports medicine handbook and NATA position statement for Lightning Safety, combined with the resources available to us at WPI.

- The use of the Telvent weather systems lightning detection software will act as a weather watcher, and alert all ATC’s and sports information staff of lightning proximity.
- When the Telvent system alerts us that lightning is in our warning area, all activity should be suspended and all athletes and spectators should find shelter inside Sports and Recreation Center or outside locker rooms.
- When the Telvent system alerts state that no lightning has been seen in the caution area for 30 minutes, activity may resume.
- Athletic training staff shall have the final call on contest postponement in the event of a disagreement between officials and staff on whether to delay the game or not.
- Recreation staff will have the final call for all club sports and intramural contests.
- If an individual feels tingling on the back of the neck, hair standing on end, or hears crackling, they should assume the lightning safe position, of crouching on the ground with the weight through the balls of their feet, feet together, with the head lowered and ears covered.

*If Athletic Trainer not present:*

- Keep an eye out for lightning, if you suspect a thunderstorm is approaching.
- When lightning occurs clear the field and move into the Sports and Recreation Center or outside locker rooms.
- You must wait 30 minutes from the last lightning flash to return to the field.
Emergency Action Plan:
Softball and Roof Top Fields

Nearest Emergency Phones:
- Inside main roof top stairwell entrance next to elevator.
- Softball field third baseline stairwell.
- Both far corners roof top field.

Emergency Numbers and Public AED Location:

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AED Locations:
- Games: With onsite ATC.
- Practices: Athletic Training Room

If an Athletic Trainer is not available the following procedure should be followed:

1. Survey the scene.
2. Stabilize the athlete.
3. Alert ATC staff of the situation. Radio, call, or have coach/athlete get ATC.
4. If ATC cannot be reached designate someone to call WPI Campus Police and ask for an ambulance if you suspect:
   - Possible head, back, or neck injury
   - Possible heat exhaustion or stroke
   - Compound or displaced fracture
   - Loss of or altered consciousness
   - If the athlete has stopped breathing or has no pulse
   - Excessive bleeding
   - Sickling Event
5. When speaking to WPI Campus Police identify yourself, your location, describe the situation, condition of the student athlete, and ask for an ambulance.
6. Provide emergency care until EMS arrives and takes over care of the athlete.
7. Provide information regarding the injury (mechanism of injury, vitals, treatment, and medical history) to EMS.
8. Designated coach will travel with the student athlete to the hospital.
9. Report the injury to a staff ATC.

Remember to remain calm and composed.
Lightning Protocol for Softball and Roof Top Fields:

*If Athletic Trainer present:*

The following policies are based on the NCAA sports medicine handbook and NATA position statement for Lightning Safety, combined with the resources available to us at WPI.

- The use of the Telvent weather systems lightning detection software will act as a weather watcher, and alert all ATC’s and sports information staff of lightning proximity.
- When the Telvent system alerts us that lightning is in our warning area, all activity should be suspended and all athletes and spectators should find shelter inside Sports and Recreation Center or outside locker rooms.
- When the Telvent system alerts state that no lightning has been seen in the caution area for 30 minutes, activity may resume.
- Athletic training staff shall have the final call on contest postponement in the event of a disagreement between officials and staff on whether to delay the game or not.
- Recreation staff will have the final call for all club sports and intramural contests.
- If an individual feels tingling on the back of the neck, hair standing on end, or hears crackling, they should assume the lightning safe position, of crouching on the ground with the weight through the balls of their feet, feet together, with the head lowered and ears covered.

*If Athletic Trainer not present:*

- Keep an eye out for lightning, if you suspect a thunderstorm is approaching.
- When lightning occurs clear the field and move into the Sports and Recreation Center or outside locker rooms.
- You must wait 30 minutes from the last lightning flash to return to the field.
Emergency Action Plan:  
Tennis Courts and Throwing Pit

Nearest Emergency Phone:  
Rear of tennis courts, adjacent to road.

Emergency Numbers and Public AED Location:

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AED Locations:

Athletic Training Room

If an Athletic Trainer is not available the following procedure should be followed:

1. Survey the scene.
2. Stabilize the athlete.
3. Alert ATC staff of the situation. Radio, call, or have coach/athlete get ATC.
4. If ATC cannot be reached designate someone to call WPI Campus Police and ask for an ambulance if you suspect:
   - Possible head, back, or neck injury
   - Possible heat exhaustion or stroke
   - Compound or displaced fracture
   - Loss of or altered consciousness
   - If the athlete has stopped breathing or has no pulse
   - Excessive bleeding
   - Sickling Event
5. When speaking to WPI Campus Police identify yourself, your location, describe the situation, condition of the student athlete, and ask for an ambulance.
6. Provide emergency care until EMS arrives and takes over care of the athlete.
7. Provide information regarding the injury (mechanism of injury, vitals, treatment, and medical history) to EMS.
8. Designated coach will travel with the student athlete to the hospital.
9. Report the injury to a staff ATC.

*Remember to remain calm and composed.*

Revised December 2018
Emergency Action Plan:
Outdoor Locker Rooms

Nearest Emergency Phone:
Main Entrance (Quad) of the Sports and Recreation Center.

Emergency Numbers and Public AED Location:

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AED Locations:
The Sports and Recreation Center Main Desk

If an Athletic Trainer is not available the following procedure should be followed:

1. Survey the scene.
2. Stabilize the athlete.
3. Alert ATC staff of the situation. Radio, call, or have coach/athlete get ATC.
4. If ATC cannot be reached designate someone to call WPI Campus Police and ask for an ambulance if you suspect:
   - Possible head, back, or neck injury
   - Possible heat exhaustion or stroke
   - Compound or displaced fracture
   - Loss of or altered consciousness
   - If the athlete has stopped breathing or has no pulse
   - Excessive bleeding
   - Sickling Event
5. When speaking to WPI Campus Police identify yourself, your location, describe the situation, condition of the student athlete, and ask for an ambulance.
6. Provide emergency care until EMS arrives and takes over care of the athlete.
7. Provide information regarding the injury (mechanism of injury, vitals, treatment, and medical history) to EMS.
8. Designated coach will travel with the student athlete to the hospital.
9. Report the injury to a staff ATC.

Remember to remain calm and composed.
Emergency Action Plan
Sports and Recreation Center: Gymnasium

Nearest Emergency Phone:
Main Entrance (Quad) of the Sports and Recreation Center.

Emergency Numbers and Public AED Location:

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AED Locations:
The Sports and Recreation Center Main Desk

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   - Excessive bleeding
   - Sickling Event
5. When speaking to WPI Campus Police identify yourself, your location, describe the situation, condition of the student athlete, and ask for an ambulance.
6. Provide emergency care until EMS arrives and takes over care of the athlete.
7. Provide information regarding the injury (mechanism of injury, vitals, treatment, and medical history) to EMS.
8. Designated coach will travel with the student athlete to the hospital.
9. Report the injury to a staff ATC.

Remember to remain calm and composed.
Emergency Action Plan
Sports and Recreation Center: Third Floor Weight and Cardio Area

Nearest Emergency Phone:
Main Entrance (Quad) of the Sports and Recreation Center.

Emergency Numbers and Public AED Location:

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AED Locations:
The Sports and Recreation Center Main Desk

If an Athletic Trainer is not available the following procedure should be followed:

1. Survey the scene.
2. Stabilize the athlete.
3. Alert ATC staff of the situation. Radio, call, or have coach/athlete get ATC.
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   - Possible head, back, or neck injury
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   - Loss of or altered consciousness
   - If the athlete has stopped breathing or has no pulse
   - Excessive bleeding
   - Sickling Event
5. When speaking to WPI Campus Police identify yourself, your location, describe the situation, condition of the student athlete, and ask for an ambulance.
6. Provide emergency care until EMS arrives and takes over care of the athlete.
7. Provide information regarding the injury (mechanism of injury, vitals, treatment, and medical history) to EMS.
8. Designated coach will travel with the student athlete to the hospital.
9. Report the injury to a staff ATC.

Remember to remain calm and composed.
Emergency Action Plan
Sports and Recreation Center: Fourth Floor Weights, Cardio, Indoor Track, and Dance Studio

Nearest Emergency Phone:
Inside each dance studio entrance.

Emergency Numbers and Public AED Location:

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AED Locations:
The Sports and Recreation Center Main Desk

If an Athletic Trainer is not available the following procedure should be followed:

1. Survey the scene.
2. Stabilize the athlete.
3. Alert ATC staff of the situation. Radio, call, or have coach/athlete get ATC.
4. If ATC cannot be reached designate someone to call WPI Campus Police and ask for an ambulance if you suspect:
   - Possible head, back, or neck injury
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   - If the athlete has stopped breathing or has no pulse
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5. When speaking to WPI Campus Police identify yourself, your location, describe the situation, condition of the student athlete, and ask for an ambulance.
6. Provide emergency care until EMS arrives and takes over care of the athlete.
7. Provide information regarding the injury (mechanism of injury, vitals, treatment, and medical history) to EMS.
8. Designated coach will travel with the student athlete to the hospital.
9. Report the injury to a staff ATC.

Remember to remain calm and composed.
Emergency Action Plan
Sports and Recreation Center: Pool and Pool Locker Rooms

Nearest Emergency Phone:
Both ends of the pool.

Emergency Numbers and Public AED Location:

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AED Locations:
Inside entrance of the pool

If an Athletic Trainer is not available the following procedure should be followed:

1. Survey the scene.
2. Stabilize the athlete.
3. Alert ATC staff of the situation. Radio, call, or have coach/athlete get ATC.
4. If ATC cannot be reached designate someone to call WPI Campus Police and ask for an ambulance if you suspect:
   - Possible head, back, or neck injury
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   - Loss of or altered consciousness
   - If the athlete has stopped breathing or has no pulse
   - Excessive bleeding
   - Sickling Event
5. When speaking to WPI Campus Police identify yourself, your location, describe the situation, condition of the student athlete, and ask for an ambulance.
6. Provide emergency care until EMS arrives and takes over care of the athlete.
7. Provide information regarding the injury (mechanism of injury, vitals, treatment, and medical history) to EMS.
8. Designated coach will travel with the student athlete to the hospital.
9. Report the injury to a staff ATC.

Remember to remain calm and composed
Emergency Action Plan Sports and Recreation Center: Rowing Tanks, Squash and Racquetball Courts

Nearest Emergency Phone:

Directly Inside Tank Room
Next to Court 1

Emergency Numbers and Public AED Location:

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AED Locations:

Mounted on wall next to 1st Squash/Racquetball Court

If an Athletic Trainer is not available the following procedure should be followed:

1. Survey the scene.
2. Stabilize the athlete.
3. Alert ATC staff of the situation. Radio, call, or have coach/athlete get ATC.
4. If ATC cannot be reached designate someone to call WPI Campus Police and ask for an ambulance if you suspect:
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   - Excessive bleeding
   - Sickling Event
5. When speaking to WPI Campus Police identify yourself, your location, describe the situation, condition of the student athlete, and ask for an ambulance.
6. Provide emergency care until EMS arrives and takes over care of the athlete.
7. Provide information regarding the injury (mechanism of injury, vitals, treatment, and medical history) to EMS.
8. Designated coach will travel with the student athlete to the hospital.
9. Report the injury to a staff ATC.

Remember to remain calm and composed.
Emergency Action Plan
Harrington: Gymnasium

Nearest Emergency Phone:
Court level: On front door wall
Balcony level: near windows

Emergency Numbers and Public AED Location:

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AED Location:

Games: Onsite ATC
In Season Practices: Old Athletic Training Room. Where Ice Machine is located.
Outside Varsity Weight Room

If an Athletic Trainer is not available the following procedure should be followed:

1. Survey the scene.
2. Stabilize the athlete.
3. Alert ATC staff of the situation. Radio, call, or have coach/athlete get ATC.
4. If ATC cannot be reached designate someone to call WPI Campus Police and ask for an ambulance if you suspect:
   - Possible head, back, or neck injury
   - Possible heat exhaustion or stroke
   - Compound or displaced fracture
   - Loss of or altered consciousness
   - If the athlete has stopped breathing or has no pulse
   - Excessive bleeding
   - Sickling Event
5. When speaking to WPI Campus Police identify yourself, your location, describe the situation, condition of the student athlete, and ask for an ambulance.
6. Provide emergency care until EMS arrives and takes over care of the athlete.
7. Provide information regarding the injury (mechanism of injury, vitals, treatment, and medical history) to EMS.
8. Designated coach will travel with the student athlete to the hospital.
9. Report the injury to a staff ATC.

Remember to remain calm and composed.
**Emergency Action Plan**  
**Harrington: Wrestling and Varsity Weight Room**

**Nearest Emergency Phone:**  
Call box located by AED, just outside of Wrestling and Varsity Weight Room

**Emergency Numbers and Public AED Location:**

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**AED Location:**  
Outside of Wrestling and Varsity Weight Room

**If an Athletic Trainer is not available the following procedure should be followed:**

1. Survey the scene.
2. Stabilize the athlete.
3. Alert ATC staff of the situation. Radio, call, or have coach/athlete get ATC.
4. If ATC cannot be reached designate someone to call WPI Campus Police and ask for an ambulance if you suspect:
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   - Possible heat exhaustion or stroke
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   - Loss of or altered consciousness
   - If the athlete has stopped breathing or has no pulse
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   - Sickling Event
5. When speaking to WPI Campus Police identify yourself, your location, describe the situation, condition of the student athlete, and ask for an ambulance.
6. Provide emergency care until EMS arrives and takes over care of the athlete.
7. Provide information regarding the injury (mechanism of injury, vitals, treatment, and medical history) to EMS.
8. Designated coach will travel with the student athlete to the hospital.
9. Report the injury to a staff ATC.

*Remember to remain calm and composed.*
Emergency Action Plan
Harrington: Locker Rooms

Nearest Emergency Phone:
Call box located by AED, just outside of Wrestling and Varsity Weight Room

Emergency Numbers and Public AED Location:

<table>
<thead>
<tr>
<th>Emergency Contacts</th>
<th>Number By Cell Phone:</th>
<th>Extension By Campus Phone:</th>
</tr>
</thead>
<tbody>
<tr>
<td>WPI Campus Police</td>
<td>508-831-5555</td>
<td>Dial x5555</td>
</tr>
<tr>
<td>Athletic Training Room</td>
<td>508-831-5733</td>
<td>Dial x5733</td>
</tr>
</tbody>
</table>

AED Location:
Outside of Wrestling and Varsity Weight Room

If an Athletic Trainer is not available the following procedure should be followed:

1. Survey the scene.
2. Stabilize the athlete.
3. Alert ATC staff of the situation. Radio, call, or have coach/athlete get ATC.
4. If ATC cannot be reached designate someone to call WPI Campus Police and ask for an ambulance if you suspect:
   - Possible head, back, or neck injury
   - Possible heat exhaustion or stroke
   - Compound or displaced fracture
   - Loss of or altered consciousness
   - If the athlete has stopped breathing or has no pulse
   - Excessive bleeding
   - Sickling Event
5. When speaking to WPI Campus Police identify yourself, your location, describe the situation, condition of the student athlete, and ask for an ambulance.
6. Provide emergency care until EMS arrives and takes over care of the athlete.
7. Provide information regarding the injury (mechanism of injury, vitals, treatment, and medical history) to EMS.
8. Designated coach will travel with the student athlete to the hospital.
9. Report the injury to a staff ATC.

Remember to remain calm and composed.
Worcester Polytechnic Institute:
Athletic Training
Emergency Action Plan
For Commonly Utilized Offsite Athletic Facilities
When practicing off campus coaches need to bring:

1. A Medical Kit stocked with first aid supplies (gauze, band aids, ace wraps, tape, etc.). The kit will be provided by Athletic Training, but should be maintained and restocked by team.
2. Cell Phone
3. Familiarize yourself with the emergency action plan guidelines when ATC is not present. An ATC will be present at all home events that are hosted at an off campus site.
Emergency Action Plan: Off Campus Sites
Donahue Rowing Center
237 North Quinsigamond Ave, Shrewsbury, MA

Nearest Emergency Phone:
Cell Phone Only

Emergency Numbers and Public AED Location:

<table>
<thead>
<tr>
<th>Emergency Contacts</th>
<th>Number By Cell Phone</th>
<th>Extension By Campus Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Emergency Services</td>
<td>911</td>
<td>n/a</td>
</tr>
<tr>
<td>Athletic Training Room</td>
<td>508-831-5733</td>
<td>n/a</td>
</tr>
</tbody>
</table>

AED Location:
Located in DRC Club House

If an Athletic Trainer is not available the following procedure should be followed:

1. Survey the scene.
2. Stabilize the athlete.
3. If ATC cannot be reached designate someone to call Emergency Medical Services (EMS) and ask for an ambulance if you suspect:
   - Possible head, back, or neck injury
   - Possible heat exhaustion or stroke
   - Compound or displaced fracture
   - Loss of or altered consciousness
   - If the athlete has stopped breathing or has no pulse
   - Excessive bleeding
   - Sickling Event
4. When speaking to EMS identify yourself, your location, describe the situation, condition of the student athlete, and ask for an ambulance.
5. Provide emergency care until EMS arrives and takes over care of the athlete.
6. Provide information regarding the injury (mechanism of injury, vitals, treatment, and medical history) to EMS.
7. Designated coach will travel with the athlete to the hospital.
8. Report the injury to a staff ATC.

*Remember to remain calm and composed.*
Emergency Action Plan: Off Campus Sites
New England Baseball Complex (NEBC)
333 Southwest Cutoff, Northborough, MA

Nearest Emergency Phone:
Cell Phone Only

Emergency Numbers and Public AED Location:

<table>
<thead>
<tr>
<th>Emergency Contacts</th>
<th>Number By Cell Phone</th>
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</tr>
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<tbody>
<tr>
<td>Emergency Services</td>
<td>911</td>
<td>n/a</td>
</tr>
<tr>
<td>Athletic Training Room</td>
<td>508-831-5733</td>
<td>n/a</td>
</tr>
</tbody>
</table>

AED Location:
NEBC Front Desk
Home bench when ATC present.

If an Athletic Trainer is not available the following procedure should be followed:

1. Survey the scene.
2. Stabilize the athlete.
3. If ATC cannot be reached designate someone to call Emergency Medical Services (EMS) and ask for an ambulance if you suspect:
   - Possible head, back, or neck injury
   - Possible heat exhaustion or stroke
   - Compound or displaced fracture
   - Loss of or altered consciousness
   - If the athlete has stopped breathing or has no pulse
   - Excessive bleeding
   - Sickly Event
4. When speaking to EMS identify yourself, your location, describe the situation, condition of the student athlete, and ask for an ambulance.
5. Provide emergency care until EMS arrives and takes over care of the athlete.
6. Provide information regarding the injury (mechanism of injury, vitals, treatment, and medical history) to EMS.
7. Designated coach will travel with the athlete to the hospital.
8. Report the injury to a staff ATC.

Remember to remain calm and composed.
Emergency Action Plan: Off Campus Sites
Other Commonly Used Facilities

Nearest Emergency Phone: Cell Phone Only

Emergency Numbers and Public AED Location:

<table>
<thead>
<tr>
<th>Emergency Contacts:</th>
<th>Number By Cell Phone:</th>
<th>Extension By Campus Phone:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assumption College Campus Police</td>
<td>508-767-7225</td>
<td>X7225</td>
</tr>
<tr>
<td>Clark University Campus Police</td>
<td>508-793-7575</td>
<td>X7575</td>
</tr>
<tr>
<td>Holy Cross Campus Police</td>
<td>508-793-2222</td>
<td>X2222</td>
</tr>
<tr>
<td>Worcester State University Campus Police</td>
<td>508-929-8911</td>
<td>n/a</td>
</tr>
<tr>
<td>Athletic Training Room</td>
<td>508-831-5733</td>
<td>n/a</td>
</tr>
</tbody>
</table>

AED Location: With ATC when present.

If an Athletic Trainer is not available the following procedure should be followed:
1. Survey the scene.
2. Stabilize the athlete.
3. If ATC cannot be reached designate someone to call Emergency Medical Services (EMS) and ask for an ambulance if you suspect:
   - Possible head, back, or neck injury
   - Possible heat exhaustion or stroke
   - Compound or displaced fracture
   - Loss of or altered consciousness
   - If the athlete has stopped breathing or has no pulse
   - Excessive bleeding
   - Sickling Event
4. When speaking to EMS identify yourself, your location, describe the situation, condition of the student athlete, and ask for an ambulance.
5. Provide emergency care until EMS arrives and takes over care of the athlete.
6. Provide information regarding the injury (mechanism of injury, vitals, treatment, and medical history) to EMS.
7. Designated coach will travel with the athlete to the hospital.
8. Report the injury to a staff ATC.

Remember to remain calm and composed.
Emergency Action Plan When WPI Travels

1. Try to keep athlete calm.
2. Provide the home ATC with the student athletes name, any pre-existing conditions, and/or allergies.
3. Follow the Emergency Action Plan of the home teams Athletic Training Staff.
4. Traditionally if a host school ATC evaluates a visiting player they will call or email to report the incident, but sometimes this is not done until the following day.
5. Call and report the injury to WPI Staff ATC by phone (508-831-5733) or email (athletictrainer@wpi.edu).
6. Student athlete Emergency Contact and Insurance information is available on SportsWare online. It is recommended to have printed copies.

When a student athlete is referred to an Emergency Room:

If a parent/guardian is not present, the “designated” coach is required to travel with the student athlete if they have been transported to the Emergency Room (ER).

In the event that your student athlete is referred or transported to the ER:

1. They should identify themselves as a WPI student.
2. Contact the following people:
   a. Parent/guardian
   b. Head Coach
   c. Head Athletic Trainer
   d. Athletic Director
3. Once discharged:
   a. Obtain a copy of the doctor’s notes.
   b. Follow physician’s instructions until follow up appointment.
   c. Check in with the WPI Athletic Training Staff as soon as possible, with ER notes.

*The designated coach must be identified at the beginning of the season, and their name should be provided to the Athletic Training Staff.