



## Sample Emergency Action Plan (EAP) – to be completed by all Hosts

Please include a diagram of the main Arena as well as all practice Arenas clearly indicating:

- a. location of medical and first aid room
- b. location of all defibrillators
- c. location of ambulance team during games and practice
- d. ice surface exit to be used with injured player

**Please write the locations of all defibrillators in the main and practice Arenas**

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Name of Event Chief Medical Officer (ECMO) \_\_\_\_\_

Mobile number of ECMO \_\_\_\_\_

Date, time and location of demonstration of removal of injured athlete from the ice  
(Should be arranged so that ambulance crew, Event Medical Team and Team Medical Personnel can all attend)

Date \_\_\_\_\_ Time \_\_\_\_\_ Location \_\_\_\_\_

**Please provide the following names and emergency telephone numbers**

On-site:

Event Medical Services Coordinator \_\_\_\_\_

Off-site:

Local Ambulance / Paramedic \_\_\_\_\_

Police \_\_\_\_\_

Fire Department \_\_\_\_\_

**Name of main referral hospital for emergency care**

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Distance from main arena \_\_\_\_\_

Driving time from main arena \_\_\_\_\_

Distance from practice arena \_\_\_\_\_

Driving time from practice arena \_\_\_\_\_



**Emergency Action Plan for athlete injury during games and practice time**

- a. Team Medical Personnel to provide first response to athlete. If no additional care needed, athlete returns to bench and / or dressing room with Team Medical Personnel.
- b. If additional assistance needed, Team Medical Personnel can signal for team physician (one hand raised) or for ambulance and Event Medical Team (hands crossed above the head)
- c. If any spinal or neurologic signs, head to remain properly stabilized by Team Medical Personnel or ambulance staff.
- d. Helmets may be removed at the discretion of the on-ice team.
- e. If needed, initial cardiac management (including ONE initial defibrillation attempt and CPR) should be initiated prior to removal from the ice.
- f. Athlete should be removed from the ice when stabilized. Decision made by on-ice team if removal to dressing room, medical room or immediate transport to hospital.
- g. If ambulance leaves Arena, new ambulance must be in place before play resumes on-ice.
- h. Team Medical Personnel to accompany athlete to hospital with medical records, insurance documentation and payment option if needed.

**Prior to every game/practice**

- a. Security must be in place and advised to keep access to / from the ice and to the medical rooms clear of equipment, staff or spectators
- b. Road out of the arena must be free and clear of vehicles to allow the ambulance rapid exit

**Please outline the steps you will take in the event of a spectator emergency during a game**

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**Please outline how an emergency at the hotel (player or staff member) will be managed**

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