



Sample Emergency Action Plan – to be completed by all event organizers

1. Please include a diagram of the main arena and all practice arenas clearly indicating:

1. location of medical and first aid room
2. location of all defibrillators
3. location of ambulance team during games
4. ice surface exit to be used with injured player

Please WRITE the locations of all defibrillators in the main arena and practice arenas

Name of Event Chief Medical Officer (ECMO) _____

Mobile number of ECMO _____

General Emergency telephone number for your city (example – 911)

Date, time and location of demonstration of removal of injured athlete from the ice (Should be arranged so that ambulance crew, host medical personnel and team medical staff can all attend)

Date _____ Time _____

Location _____

Name of main referral hospital for emergency care

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 a game

1. Team medical staff to provide first response to athlete. If no additional care needed, athlete returns to bench and / or dressing room with team staff.
2. If additional assistance needed, team staff member can signal for team physician (one hand raised) or for ambulance and host medical (hands crossed above the head)
3. If any spinal or neurologic signs, head to remain properly stabilized by team medical staff or ambulance staff.
4. Whenever possible, helmet should be removed by on-ice team.
5. If needed, initial cardiac management (including ONE initial defibrillation attempt and CPR) should be initiated prior to removal from the ice.
6. 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.
7. If ambulance leaves arena, new ambulance must be in place before play resumes on-ice.
8. Team medical personnel to accompany athlete to hospital with medical records, insurance documentation and payment option if needed.

Emergency Action Plan for athlete injury during a practice

1. Defibrillator and emergency equipment (spinal board, cervical collars, portable oxygen, basic first aid kit) to be available and positioned close to bench area for all practices.
2. Team medical staff to provide first response to athlete. If no additional care needed, athlete returns to bench and / or dressing room with team staff.
3. If additional assistance needed, team staff member can signal for team physician (one hand raised) or for host medical person (hands crossed above the head)
4. If any spinal or neurologic signs, head to remain properly stabilized by team medical staff or host medical staff until ambulance team arrives.
5. Whenever possible, helmet should be removed by on-ice team.
6. If indicated, ambulance to be called to arena by host medical staff as quickly as possible. Arena staff to meet ambulance team at arena entrance and escort to ice surface or medical room.
7. If needed, initial cardiac management (including ONE initial defibrillation attempt and CPR) should be initiated prior to removal from the ice.



8. 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.
9. Team medical personnel to accompany athlete to hospital with medical records, insurance documentation and payment option if needed.

Prior to every game/practice

1. 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
2. Road out of the arena must be free and clear of vehicles to allow the ambulance rapid exit (or entrance and exit for practice arenas)

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

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

Please provide the following names and emergency telephone numbers

On-site:

Event Medical Services Coordinator
Event Chief Medical Officer

Off-site:

Local Ambulance / Paramedic
Police
Fire Department