

Emergency Action Plan Worksheet – Event Staff

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|-----------|-----------|
| Activity: | Location: |
|-----------|-----------|

| <div style="display: flex; justify-content: space-between; align-items: center;"> 1 <div> 911 TEAM </div> </div> | |
|---|--------|
| CALL 911 | |
| CALL 911. Explain emergency. Provide location. | |
| | EVENTS |
| Closest Phone | |
| EMS Access Point | |
| Street Intersection | |
| MEET AMBULANCE at EMS Access Point. Take to victim. | |
| | EVENTS |
| EMS Access Point | |
| Street Intersection | |
| CALL CONTACTS. Provide location and victim's name. | |
| | CELL |
| Athletic Trainer | |
| Athletic AD | |
| Principal | |

| <div style="display: flex; justify-content: space-between; align-items: center;"> 2 <div> CPR/AED TEAM </div> </div> | |
|---|--|
| START CPR | |
| <ol style="list-style-type: none"> Position person on back. Put one hand on top of the other on middle of person's chest. Keeping arms straight, push hard and fast, 100 presses/minute. Let chest completely recoil after each compression. Take turns with other responders as needed | |
| Responder 1 | |
| Responder 2 | |
| Responder 3 | |
| WHEN AED ARRIVES, TURN IT ON AND FOLLOW VOICE PROMPTS | |
| <ol style="list-style-type: none"> Remove clothing from chest. Attach electrode pads as directed by voice prompts. Stand clear while AED analyzes heart rhythm. Keep area clear if AED advises a shock. Follow device prompts for further action. After EMS takes over, give AED to Athletic Administrator for data download. | |

| <div style="display: flex; justify-content: space-between; align-items: center;"> 3 <div> AED TEAM </div> </div> | |
|---|--------|
| GET THE AED | |
| | EVENTS |
| Closest AED | |
| GET THE ATHLETIC TRAINER | |
| Typical location | |

CALL 911 for all medical emergencies.
If unresponsive and not breathing normally, begin CPR and get the AED.