**Emergency Action Plan**

**5A. Van Meter Gymnasium:**

**AED location: Athletic Training Facility or with Athletic Trainer**

**Directions:**

Address - School Street Beckley WV 25801 (located across the street from the Campus Police Station and behind Carter Hall)

* Basketball (practice facility), Volleyball, and Wrestling are the primary sports that use this facility
  + Once you arrive at School Street the Van Meter Building is located directly behind the Golden Bear Athletic Center.
  + Once inside the main entrance there is a set of steps that emergency personnel must go down to get access to the gym floor

**Athletic Training Room:**

* If an emergency is in the athletic training room, emergency personnel will come through main entrance and walk straight through the 1st floor (do NOT go down the steps). There is also a side entrance door that may be used if needed.

**Emergency Equipment:**

* AED is located on the right side of the gym floor, behind the scores table in the white box on the wall (where the score board is plugged in). Also there will be AED’s located in the Athletic Training Room (up the steps and on the right wall, as soon as you enter the athletic training room glass door).
* Additional emergency equipment is located in the Athletic Training Room. This equipment includes:
  + AED
  + Medical Kit (always stocked with medical supplies)
  + Cervical Collar
  + Splint Bags
  + Crutches
  + Injury Ice
  + Additional emergency equipment is located in the Athletic Training Room

**Appropriate Steps of Care:**

* **Primary Survey**
  + ABCs – Check for obstructed airway, breathing, and blood circulation to determine action
  + Determine level of consciousness
  + Alert and oriented
  + Aware of time, day of the week, date, month, year, etc.
  + If unconscious, regardless of duration, call EMS/Campus Security FIRST; Stabilize head
* **Secondary Survey**

* Head to Toe examination to determine if first-aid is needed
  + Scanning for open bleeding wounds or obvious deformities
  + If severe bleeding/deformities present, call EMS/Campus Police; Administer Emergency First-Aid, CPR/AED as needed
* For non-life threatening injuries: Transport injured person to the Beckley ARH Emergency Room or appropriate medical facility
* **Information for Campus Police/EMS \*\*CALL BOTH\*\***
  + Phone number they can make a return call
  + Your name
  + Type of emergency
  + Present condition of person
  + Type of suspected injury/illness
  + Current assistant being administered to person
  + Location of emergency
  + Accessibility of facility

**\*\*Immediately Notify the Athletic Training Staff of any Injury or Illness\*\***

**Emergency Contact List**

* Britnee Gibson, MA, ATC - Athletic Trainer

304-929-1517

* James Dearien, Athletic Trainer

304-929-1518

* University Police 313 S. Kanawha St.

304.929.2677

**Role of First Responder:**

* The Certified Athletic Trainer will assess the initial injuries and direct the Athletic  
  Training Student(s) and coaches with specific instructions on how to help. If ATC is not  
  present and First Responder is a coach, then appropriate care should be provided based  
  on level of training while more advanced medical care is summoned
* Emergency equipment is brought out when suspected neck or spine injury or cardiac  
  event. Examples would be the cervical spine collar and the spine boards for neck or  
  spine injury, and AED and CPR mask for cardiac event
* If the injured athlete is unconscious and not moving contact the EMS immediately,  
  provide first aid/CPR as necessary until the EMS arrives
* Possible scenarios as follows that may need immediate management/treatment when  
  ATC is present, if coach is acting as a first responder, then proper treatment should be  
  provided based on training level until advanced medical care is summoned:

**Prone Unconscious**

* ATC, ATS, and supervising coach will log roll the athlete to access vitals
  + If athlete is not breathing and doesn’t have a pulse administer  
    CPR and rescue breathing, and send coach to get AED
  + If athlete is not breathing, but has a pulse, administer rescue  
    breathing
  + Continue to monitor vitals throughout and adjust care accordingly
* ATS will activate EMS while ATC renders care
* Once ATS activates EMS, they will aid the ATC in providing emergency  
  care
* Monitor and treat for signs and symptoms of shock
* If athlete is stable apply spine board and cervical collar when applicable

**Supine Unconscious**

* ATC will access vitals
* If athlete is not breathing and doesn’t have a pulse administer  
  CPR and rescue breathing, and send coach to get AED
* If athlete is not breathing, but has a pulse, administer rescue  
  breathing
* Continue to monitor vitals throughout and adjust care accordingly
* ATS will activate EMS while ATC renders care
* Once ATS activates EMS, they will aid the ATC in providing emergency  
  care
* Monitor and treat for signs and symptoms of shock
* If athlete is stable apply spine board and cervical collar when applicable

**Conscious with C-spine / head injury**

* ATC will stabilize head while ATS activates EMS. If there is adequate  
  personnel present, spine board the individual; if not wait for assistance of  
  the EMS
* If at any time athlete loses consciousness switch to appropriate scenario  
  above  
  ▪ Monitor and treat for signs and symptoms of shock
* Large bone / joint fracture or dislocation  
  ▪ ATC will assess the injury while ATS activates EMS if warranted  
  ▪ Care rendered will depend on the injury  
  ▪ Protect the injury as best as possible via vacuum splints, rigid splint, or  
  soft splint.  
  ▪ Monitor and treat for signs and symptoms of shock

**Transportation for non-critical cases:**

* Transportation decisions in non-critical cases when an ambulance is not warranted, will be made on a case by case basis and care will be provided in the timeliest manner possible. Coaches and staff may be ask to help transport an athlete to the Emergency Room (Beckley Appalachian Regional Hospital) or any other medical provider that may be needed.

**Security and/or active Game Site Administrator** will escort the ambulance to the injured person

\*If neither is present, person who called will escort the ambulance. If needed a coach \ staff member \ or athlete may be sent to the entrance of the facility to assist getting emergency personnel to the site.\*

**5B. Paul Cline Memorial Sports Complex (YMCA Soccer Complex)**

Men and Women’s Soccer

**AED Location: With ATC, between the locker rooms on the wall, and sometimes in the soccer equipment room before being brought out with the ATC.**

**Emergency Personnel:**

* Britnee Gibson – 304-784-7091
* James Dearien – 304-614-3389
* No known land-line access
  + When calling from a cell phone just dial 9-1-1.
  + If ATC is working alone (with no student workers) a coach, player or another bystander will be ask to call 9-1-1
  + If no ATC is present, any First Responder should provide care and have another athlete or bystander call 9-1-1
* **When calling for EMS give the dispatcher the following information** 
  + Your name
  + Location of sports venue (directions below)
  + Type of Injury
  + How many injured
  + Type of treatment being administered and possible assessment of injury
  + Status of the injured individual (ex. Conscious, respiratory function, circulation)
  + Telephone number where you can be reached if necessary
* **Directions to Venue:**

|  |  |
| --- | --- |
| * + **From West and North**: Take I-64 East/I-77 South to EXIT 40 (I-64 East towards Lewisburg). Travel on I-64 East to EXIT 124 (Route 19, East Beckley, Eisenhower Dr.). Move into right hand lane and go through two stop lights. Continue traveling 3/4 of a mile. At next right-hand turn lane, turn onto YMCA Drive to entrance of YMCA Paul Cline Memorial Youth Sports Complex.   + **From South**: Take I-77 North to EXIT 40 (I-64 East towards Lewisburg). Travel on I-64 East to EXIT 124 (Route 19, East Beckley, Eisenhower Dr). Move into right hand lane and go through two stop lights. Continue traveling 3/4 of a mile. At next right-hand turn lane, turn onto YMCA Drive to entrance of YMCA Paul Cline Memorial Youth Sports Complex.   + **From East**: Take I-64 West to EXIT 124 (Route 19, East Beckley, Eisenhower Dr). Stay in right hand lane and go through two stop lights 3/4 mile to where the freeway ends at stop sign. Turn right onto YMCA Drive to entrance of YMCA Paul Cline Memorial Youth Sports Complex.   + Once you have turned off the freeway you will go past a golf driving range right before turning into the complex. |  |

**Fields:**

There are multiple fields at the complex so giving specific directions once emergency personnel have entered the complex will depend on which field is being used. Normally collegiate practices are held on Field 7 (the first field when you enter the complex). Collegiate games are normally played on the turf field, which is located by accessing the main complex entrance and then following the paved road completely around the complex until you have reach the turf stadium.

**Athletic Training Room:**

There is a small (minimal equipment) athletic training room located in the building by the turf field (where the locker rooms and access to the field is).

**Emergency Equipment:**

* Present at practice and games with ATC present:
  + AED is located on the field as well as in the building on the wall by the locker rooms.
  + Medical Kit
  + Cervical Collar
  + Splint Bags
  + Crutches
  + Injury Ice

**Appropriate Steps of Care:**

* **Primary Survey**
  + ABCs – Check for obstructed airway, breathing, and blood circulation to determine action
  + Determine level of consciousness
  + Alert and oriented
  + Aware of time, day of the week, date, month, year, etc.
  + If unconscious, regardless of duration, call EMS/Campus Security FIRST; Stabilize head
* **Secondary Survey**

* Head to Toe examination to determine if first-aid is needed
  + Scanning for open bleeding wounds or obvious deformities
  + If severe bleeding/deformities present, call EMS/Campus Police; Administer Emergency First-Aid, CPR/AED as needed
* For non-life threatening injuries: Transport injured person to the Beckley ARH Emergency Room or appropriate medical facility
* **Information for Campus Police/EMS \*\*CALL BOTH\*\***
  + Phone number they can make a return call
  + Your name
  + Type of emergency
  + Present condition of person
  + Type of suspected injury/illness
  + Current assistant being administered to person
  + Location of emergency
  + Accessibility of facility

**\*\*Immediately Notify the Athletic Training Staff of any Injury or Illness\*\***

**Emergency Contact List**

* Britnee Gibson, MA, ATC - Athletic Trainer

304-929-1517

* James Dearien, Athletic Trainer

304-929-1518

* University Police 313 S. Kanawha St.

304.929.2677

**Role of First Responder:**

* The Certified Athletic Trainer will assess the initial injuries and direct the Athletic  
  Training Student(s) and coaches with specific instructions on how to help. If ATC is not  
  present and First Responder is a coach, then appropriate care should be provided based  
  on level of training while more advanced medical care is summoned
* Emergency equipment is brought out when suspected neck or spine injury or cardiac  
  event. Examples would be the cervical spine collar and the spine boards for neck or  
  spine injury, and AED and CPR mask for cardiac event
* If the injured athlete is unconscious and not moving contact the EMS immediately,  
  provide first aid/CPR as necessary until the EMS arrives
* Possible scenarios as follows that may need immediate management/treatment when  
  ATC is present, if coach is acting as a first responder, then proper treatment should be  
  provided based on training level until advanced medical care is summoned:

**Prone Unconscious**

* ATC, ATS, and supervising coach will log roll the athlete to access vitals
  + If athlete is not breathing and doesn’t have a pulse administer  
    CPR and rescue breathing, and send coach to get AED
  + If athlete is not breathing, but has a pulse, administer rescue  
    breathing
  + Continue to monitor vitals throughout and adjust care accordingly
* ATS will activate EMS while ATC renders care
* Once ATS activates EMS, they will aid the ATC in providing emergency  
  care
* Monitor and treat for signs and symptoms of shock
* If athlete is stable apply spine board and cervical collar when applicable

**Supine Unconscious**

* ATC will access vitals
* If athlete is not breathing and doesn’t have a pulse administer  
  CPR and rescue breathing, and send coach to get AED
* If athlete is not breathing, but has a pulse, administer rescue  
  breathing
* Continue to monitor vitals throughout and adjust care accordingly
* ATS will activate EMS while ATC renders care
* Once ATS activates EMS, they will aid the ATC in providing emergency  
  care
* Monitor and treat for signs and symptoms of shock
* If athlete is stable apply spine board and cervical collar when applicable

**Conscious with C-spine / head injury**

* ATC will stabilize head while ATS activates EMS. If there is adequate  
  personnel present, spine board the individual; if not wait for assistance of  
  the EMS
* If at any time athlete loses consciousness switch to appropriate scenario  
  above  
  ▪ Monitor and treat for signs and symptoms of shock
* Large bone / joint fracture or dislocation  
  ▪ ATC will assess the injury while ATS activates EMS if warranted  
  ▪ Care rendered will depend on the injury  
  ▪ Protect the injury as best as possible via vacuum splints, rigid splint, or  
  soft splint.  
  ▪ Monitor and treat for signs and symptoms of shock

**Transportation for non-critical cases:**

* Transportation decisions in non-critical cases when an ambulance is not warranted, will be made on a case by case basis and care will be provided in the timeliest manner possible. Coaches and staff may be ask to help transport an athlete to the Emergency Room (Beckley Appalachian Regional Hospital) or any other medical provider that may be needed.

**Security and/or active Game Site Administrator** will escort the ambulance to the injured person

\*If neither is present, person who called will escort the ambulance. If needed a coach \ staff member \ or athlete may be sent to the entrance of the facility to assist getting emergency personnel to the site.\*

**5C. Beckley Raleigh County Convention Center**

Men and Women’s Basketball Games

**AED Location: With the ATC, in the designated ATR before being brought out by AT staff, and downstairs on the gym floor by the locker room.**

**Emergency Personnel:**

* Britnee Gibson – 304-784-7091
* James Dearien – 304-614-3389

**Directions to Venue:**

200 Armory Drive, Beckley, WV, 25801

Phone – 304-252-7361

* Land line access is available if needed in the administrative offices (if any employees are present at the venue).
  + When calling from a cell phone just dial 9-1-1.
  + If ATC is working alone (with no student workers) a coach, player or another bystander will be ask to call 9-1-1
  + If no ATC is present, any First Responder should provide care and have another athlete or bystander call 9-1-1
* **When calling for EMS give the dispatcher the following information** 
  + Your name
  + Location of sports venue (directions below)
  + Type of Injury
  + How many injured
  + Type of treatment being administered and possible assessment of injury
  + Status of the injured individual (ex. Conscious, respiratory function, circulation)
  + Telephone number where you can be reached if necessary

**Athletic Training Room:**

There is a small (minimal equipment) athletic training room located in the building. Room C is the designated athletic training room which is located on the first floor above the gym.

**Emergency Equipment:**

* Present at practice and games with ATC present:
  + AED is located in Room C but is brought out for all competitive events. There is also an AED located on the wall directly behind the bench.
  + Medical Kit
  + Cervical Collar
  + Splint Bags
  + Crutches
  + Injury Ice

**Appropriate Steps of Care:**

* **Primary Survey**
  + ABCs – Check for obstructed airway, breathing, and blood circulation to determine action
  + Determine level of consciousness
  + Alert and oriented
  + Aware of time, day of the week, date, month, year, etc.
  + If unconscious, regardless of duration, call EMS/Campus Security FIRST; Stabilize head
* **Secondary Survey**

* Head to Toe examination to determine if first-aid is needed
  + Scanning for open bleeding wounds or obvious deformities
  + If severe bleeding/deformities present, call EMS/Campus Police; Administer Emergency First-Aid, CPR/AED as needed
* For non-life threatening injuries: Transport injured person to the Beckley ARH Emergency Room or appropriate medical facility
* **Information for Campus Police/EMS \*\*CALL BOTH\*\***
  + Phone number they can make a return call
  + Your name
  + Type of emergency
  + Present condition of person
  + Type of suspected injury/illness
  + Current assistant being administered to person
  + Location of emergency
  + Accessibility of facility

**\*\*Immediately Notify the Athletic Training Staff of any Injury or Illness\*\***

**Emergency Contact List**

* Britnee Gibson, MA, ATC - Athletic Trainer

304-929-1517

* James Dearien, Athletic Trainer

304-929-1518

* University Police 313 S. Kanawha St.

304.929.2677

**Role of First Responder:**

* The Certified Athletic Trainer will assess the initial injuries and direct the Athletic  
  Training Student(s) and coaches with specific instructions on how to help. If ATC is not  
  present and First Responder is a coach, then appropriate care should be provided based  
  on level of training while more advanced medical care is summoned
* Emergency equipment is brought out when suspected neck or spine injury or cardiac  
  event. Examples would be the cervical spine collar and the spine boards for neck or  
  spine injury, and AED and CPR mask for cardiac event
* If the injured athlete is unconscious and not moving contact the EMS immediately,  
  provide first aid/CPR as necessary until the EMS arrives
* Possible scenarios as follows that may need immediate management/treatment when  
  ATC is present, if coach is acting as a first responder, then proper treatment should be  
  provided based on training level until advanced medical care is summoned:

**Prone Unconscious**

* ATC, ATS, and supervising coach will log roll the athlete to access vitals
  + If athlete is not breathing and doesn’t have a pulse administer  
    CPR and rescue breathing, and send coach to get AED
  + If athlete is not breathing, but has a pulse, administer rescue  
    breathing
  + Continue to monitor vitals throughout and adjust care accordingly
* ATS will activate EMS while ATC renders care
* Once ATS activates EMS, they will aid the ATC in providing emergency  
  care
* Monitor and treat for signs and symptoms of shock
* If athlete is stable apply spine board and cervical collar when applicable

**Supine Unconscious**

* ATC will access vitals
* If athlete is not breathing and doesn’t have a pulse administer  
  CPR and rescue breathing, and send coach to get AED
* If athlete is not breathing, but has a pulse, administer rescue  
  breathing
* Continue to monitor vitals throughout and adjust care accordingly
* ATS will activate EMS while ATC renders care
* Once ATS activates EMS, they will aid the ATC in providing emergency  
  care
* Monitor and treat for signs and symptoms of shock
* If athlete is stable apply spine board and cervical collar when applicable

**Conscious with C-spine / head injury**

* ATC will stabilize head while ATS activates EMS. If there is adequate  
  personnel present, spine board the individual; if not wait for assistance of  
  the EMS
* If at any time athlete loses consciousness switch to appropriate scenario  
  above  
  ▪ Monitor and treat for signs and symptoms of shock
* Large bone / joint fracture or dislocation  
  ▪ ATC will assess the injury while ATS activates EMS if warranted  
  ▪ Care rendered will depend on the injury  
  ▪ Protect the injury as best as possible via vacuum splints, rigid splint, or  
  soft splint.  
  ▪ Monitor and treat for signs and symptoms of shock

**Transportation:**

* Transportation decisions in non-critical cases when an ambulance is not warranted, will be made on a case by case basis and care will be provided in the timeliest manner possible. Coaches and staff may be ask to help transport an athlete to the Emergency Room (Beckley Appalachian Regional Hospital) or any other medical provider that may be needed.

**Security and/or active Game Site Administrator** will escort the ambulance to the injured person

\*If neither is present, person who called will escort the ambulance. If needed a coach \ staff member \ or athlete may be sent to the entrance of the facility to assist getting emergency personnel to the site.\*

**5D. Linda K. Epling Stadium (Miner’s Field)**

Baseball

**AED Location: With AT staff or in the home baseball locker room.**

**Emergency Personnel:**

* Britnee Gibson – 304-784-7091
* James Dearien – 304-614-3389
* Stadium Office does have a phone if venue personnel is present.
  + When calling from a cell phone just dial 9-1-1.
  + If ATC is working alone (with no student workers) a coach, player or another bystander will be ask to call 9-1-1
  + If no ATC is present, any First Responder should provide care and have another athlete or bystander call 9-1-1

**When calling for EMS give the dispatcher the following information**

* + Your name
  + Location of sports venue (directions below)
  + Type of Injury
  + How many injured
  + Type of treatment being administered and possible assessment of injury
  + Status of the injured individual (ex. Conscious, respiratory function, circulation)
  + Telephone number where you can be reached if necessary

**Directions to Venue:**

**If YOU ARE USING A GPS**…the physical address listed for our stadium (200 Stadium Drive) is not recognized by many GPS systems, so instead we would recommend for you to put in the address of 708 Ragland Road in Beckley, West Virginia as that residence is located directly across the street from the stadium.

* **COMING FROM THE NORTH ON US ROUTE 19 SOUTH**…from areas such as  
  Summersville, Fayetteville, Oak Hill and getting on US 19 South off of I-79 South from areas such as Fairmont, Morgantown, the directions are:  
  1. Take Bradley / North Beckley exit off of US 19 (if you are traveling all the way over from I-79, this will be a distance of 70 miles once you get on to US 19 off of I-79).  
  2. Take a left at the end of the exit ramp.    
  3. Not counting the light at the end of the exit ramp, once you make the left turn, you will go to the 8th stoplight (this will cover a distance of 3.2 miles to cover these 8 stoplights) and turn left on to Ragland Road.  Once you make the left turn on to Ragland Road, you will proceed 1.3 miles and the stadium will be on your left as you come to the top of the hill.
* **COMING FROM THE SOUTH ON I-77 NORTH**…from areas such as Princeton, Bluefield, Statesville NC, Charlotte NC, the directions are:  
  1. Take I-64 East toward Lewisburg (exit 40 off I-77 North)  
  2. Proceed on I-64 East to (and take) exit 124 (Eisenhower Drive)  
  3. This exit ramp flows directly on to a 4-lane (known as the Beckley Bypass or “Z-Way”) and just stay in that direction on the four-lane for 3.8 miles until you run out of four-lane road and the road forms a “T.”  
  4. At that “T,” take a right off the four-lane on to US41 and stay on that road for 1.3 miles until you see Ragland Road on the left.  
  5. Take that left on Ragland Road and proceed 7/10th mile up the hill and the stadium will be on the right.
* **COMING FROM THE BOTH THE WEST AND THE NORTH ON 1-77 SOUTH / I-64 EAST**…from areas such as Charleston WV, Parkersburg, Huntington, Chillicothe OH, the directions are:  
  1. Take I-77 South / I-64 East to exit 48 (North Beckley).  
  2. The exit 48 ramp will transition on to US19 North and you will drive to (and take) the first exit (Bradley / North Beckley)  
  3. At the end of this exit ramp, you will take a right at the stoplight (located at end of ramp).  
  4. Not counting the light at the end of the exit ramp & once you have made the right turn you will go to the 7th stoplight (this will cover a distance of 3.2 miles to cover these 7 stoplights) and turn left on to Ragland Road.  
  5. Once you make the left turn on to Ragland Road, you will proceed 1.3 miles and the stadium will be on your left as you come to the top of the hill.
* **COMING FROM THE EAST ON I-64 WEST**…from areas such as Lewisburg, White Sulphur Springs, Covington VA, Lexington VA, the directions are:  
  1. Proceed on I-64 West to (and take) exit 124 (Eisenhower Drive)  
  2. This exit ramp flows directly on to a 4-lane (known as the Beckley Bypass or “Z-Way”) and just stay in that direction on the four-lane for 3.8 miles until you run out of four-lane road and the road forms a “T.”  
  3. At that “T,” take a right off the four-lane on to US41 and stay on that road for 1.3 miles until you see Ragland Road on the left.  
  4. Take that left on Ragland Road and proceed 7/10th mile up the hill and the stadium will be on the right.

**Field:**

* Once medical personnel turn into the parking lot the field is located directly across the parking lot. There are signs showing where the main entrance is located.

**Athletic Training Room:**

* No Athletic Training Room present at the field! All athletic training equipment is brought to the venue the day of competition. The team normally has a med-kit stored in the locker room at all times.

**Emergency Equipment:**

Present at practice and games with ATC present:

* AED is located on the field as well as in the building on the wall by the locker rooms.
* Medical Kit
* Cervical Collar
* Splint Bags
* Crutches
* Injury Ice

**Appropriate Steps of Care:**

* **Primary Survey**
  + ABCs – Check for obstructed airway, breathing, and blood circulation to determine action
  + Determine level of consciousness
  + Alert and oriented
  + Aware of time, day of the week, date, month, year, etc.
  + If unconscious, regardless of duration, call EMS/Campus Security FIRST; Stabilize head
* **Secondary Survey**

* Head to Toe examination to determine if first-aid is needed
  + Scanning for open bleeding wounds or obvious deformities
  + If severe bleeding/deformities present, call EMS/Campus Police; Administer Emergency First-Aid, CPR/AED as needed
* For non-life threatening injuries: Transport injured person to the Beckley ARH Emergency Room or appropriate medical facility
* **Information for Campus Police/EMS \*\*CALL BOTH\*\***
  + Phone number they can make a return call
  + Your name
  + Type of emergency
  + Present condition of person
  + Type of suspected injury/illness
  + Current assistant being administered to person
  + Location of emergency
  + Accessibility of facility

**\*\*Immediately Notify the Athletic Training Staff of any Injury or Illness\*\***

**Emergency Contact List**

* Britnee Gibson, MA, ATC - Athletic Trainer

304-929-1517

* James Dearien, Athletic Trainer

304-929-1518

* University Police 313 S. Kanawha St.

304.929.2677

**Role of First Responder:**

* The Certified Athletic Trainer will assess the initial injuries and direct the Athletic  
  Training Student(s) and coaches with specific instructions on how to help. If ATC is not  
  present and First Responder is a coach, then appropriate care should be provided based  
  on level of training while more advanced medical care is summoned
* Emergency equipment is brought out when suspected neck or spine injury or cardiac  
  event. Examples would be the cervical spine collar and the spine boards for neck or  
  spine injury, and AED and CPR mask for cardiac event
* If the injured athlete is unconscious and not moving contact the EMS immediately,  
  provide first aid/CPR as necessary until the EMS arrives
* Possible scenarios as follows that may need immediate management/treatment when  
  ATC is present, if coach is acting as a first responder, then proper treatment should be  
  provided based on training level until advanced medical care is summoned:

**Prone Unconscious**

* ATC, ATS, and supervising coach will log roll the athlete to access vitals
  + If athlete is not breathing and doesn’t have a pulse administer  
    CPR and rescue breathing, and send coach to get AED
  + If athlete is not breathing, but has a pulse, administer rescue  
    breathing
  + Continue to monitor vitals throughout and adjust care accordingly
* ATS will activate EMS while ATC renders care
* Once ATS activates EMS, they will aid the ATC in providing emergency  
  care
* Monitor and treat for signs and symptoms of shock
* If athlete is stable apply spine board and cervical collar when applicable

**Supine Unconscious**

* ATC will access vitals
* If athlete is not breathing and doesn’t have a pulse administer  
  CPR and rescue breathing, and send coach to get AED
* If athlete is not breathing, but has a pulse, administer rescue  
  breathing
* Continue to monitor vitals throughout and adjust care accordingly
* ATS will activate EMS while ATC renders care
* Once ATS activates EMS, they will aid the ATC in providing emergency  
  care
* Monitor and treat for signs and symptoms of shock
* If athlete is stable apply spine board and cervical collar when applicable

**Conscious with C-spine / head injury**

* ATC will stabilize head while ATS activates EMS. If there is adequate  
  personnel present, spine board the individual; if not wait for assistance of  
  the EMS
* If at any time athlete loses consciousness switch to appropriate scenario  
  above  
  ▪ Monitor and treat for signs and symptoms of shock
* Large bone / joint fracture or dislocation  
  ▪ ATC will assess the injury while ATS activates EMS if warranted  
  ▪ Care rendered will depend on the injury  
  ▪ Protect the injury as best as possible via vacuum splints, rigid splint, or  
  soft splint.  
  ▪ Monitor and treat for signs and symptoms of shock

**Transportation for non-critical cases:**

* Transportation decisions in non-critical cases when an ambulance is not warranted, will be made on a case by case basis and care will be provided in the timeliest manner possible. Coaches and staff may be ask to help transport an athlete to the Emergency Room (Beckley Appalachian Regional Hospital) or any other medical provider that may be needed.

**Security and/or active Game Site Administrator** will escort the ambulance to the injured person

\*If neither is present, person who called will escort the ambulance. If needed a coach \ staff member \ or athlete may be sent to the entrance of the facility to assist getting emergency personnel to the site.\*

**5E. Woodrow Wilson Softball Field**

Softball Field (practice and games)

**AED Location: With AT staff, there is no storage space here so AED travels with AT.**

**Emergency Personnel:**

* Britnee Gibson – 304-784-7091
* James Dearien – 304-614-3389
* No known land-line access
  + When calling from a cell phone just dial 9-1-1.
  + If ATC is working alone (with no student workers) a coach, player or another bystander will be ask to call 9-1-1
  + If no ATC is present, any First Responder should provide care and have another athlete or bystander call 9-1-1
* **When calling for EMS give the dispatcher the following information** 
  + Your name
  + Location of sports venue (directions below)
  + Type of Injury
  + How many injured
  + Type of treatment being administered and possible assessment of injury
  + Status of the injured individual (ex. Conscious, respiratory function, circulation)
  + Telephone number where you can be reached if necessary

**Address:**

400 Stanaford Rd, Beckley WV 25801

**Field:**

The field is located in front of Woodrow Wilson High School and is visible from the road. Beckley ARH Hospital is also in very close proximity to the field.

**Athletic Training Room:**

There is a no athletic training room located at this venue

**Emergency Equipment:**

* Present at practice and games with ATC present:
  + AED is located on the field as well as in the building on the wall by the locker rooms.
  + Medical Kit
  + Cervical Collar
  + Splint Bags
  + Crutches
  + Injury Ice

**Appropriate Steps of Care:**

* **Primary Survey**
  + ABCs – Check for obstructed airway, breathing, and blood circulation to determine action
  + Determine level of consciousness
  + Alert and oriented
  + Aware of time, day of the week, date, month, year, etc.
  + If unconscious, regardless of duration, call EMS/Campus Security FIRST; Stabilize head
* **Secondary Survey**

* Head to Toe examination to determine if first-aid is needed
  + Scanning for open bleeding wounds or obvious deformities
  + If severe bleeding/deformities present, call EMS/Campus Police; Administer Emergency First-Aid, CPR/AED as needed
* For non-life threatening injuries: Transport injured person to the Beckley ARH Emergency Room or appropriate medical facility
* **Information for Campus Police/EMS \*\*CALL BOTH\*\***
  + Phone number they can make a return call
  + Your name
  + Type of emergency
  + Present condition of person
  + Type of suspected injury/illness
  + Current assistant being administered to person
  + Location of emergency
  + Accessibility of facility

**\*\*Immediately Notify the Athletic Training Staff of any Injury or Illness\*\***

**Emergency Contact List**

* Britnee Gibson, MA, ATC - Athletic Trainer

304-929-1517

* James Dearien, Athletic Trainer

304-929-1518

* University Police 313 S. Kanawha St.

304.929.2677

**Role of First Responder:**

* The Certified Athletic Trainer will assess the initial injuries and direct the Athletic  
  Training Student(s) and coaches with specific instructions on how to help. If ATC is not  
  present and First Responder is a coach, then appropriate care should be provided based  
  on level of training while more advanced medical care is summoned
* Emergency equipment is brought out when suspected neck or spine injury or cardiac  
  event. Examples would be the cervical spine collar and the spine boards for neck or  
  spine injury, and AED and CPR mask for cardiac event
* If the injured athlete is unconscious and not moving contact the EMS immediately,  
  provide first aid/CPR as necessary until the EMS arrives
* Possible scenarios as follows that may need immediate management/treatment when  
  ATC is present, if coach is acting as a first responder, then proper treatment should be  
  provided based on training level until advanced medical care is summoned:

**Prone Unconscious**

* ATC, ATS, and supervising coach will log roll the athlete to access vitals
  + If athlete is not breathing and doesn’t have a pulse administer  
    CPR and rescue breathing, and send coach to get AED
  + If athlete is not breathing, but has a pulse, administer rescue  
    breathing
  + Continue to monitor vitals throughout and adjust care accordingly
* ATS will activate EMS while ATC renders care
* Once ATS activates EMS, they will aid the ATC in providing emergency  
  care
* Monitor and treat for signs and symptoms of shock
* If athlete is stable apply spine board and cervical collar when applicable

**Supine Unconscious**

* ATC will access vitals
* If athlete is not breathing and doesn’t have a pulse administer  
  CPR and rescue breathing, and send coach to get AED
* If athlete is not breathing, but has a pulse, administer rescue  
  breathing
* Continue to monitor vitals throughout and adjust care accordingly
* ATS will activate EMS while ATC renders care
* Once ATS activates EMS, they will aid the ATC in providing emergency  
  care
* Monitor and treat for signs and symptoms of shock
* If athlete is stable apply spine board and cervical collar when applicable

**Conscious with C-spine / head injury**

* ATC will stabilize head while ATS activates EMS. If there is adequate  
  personnel present, spine board the individual; if not wait for assistance of  
  the EMS
* If at any time athlete loses consciousness switch to appropriate scenario  
  above  
  ▪ Monitor and treat for signs and symptoms of shock
* Large bone / joint fracture or dislocation  
  ▪ ATC will assess the injury while ATS activates EMS if warranted  
  ▪ Care rendered will depend on the injury  
  ▪ Protect the injury as best as possible via vacuum splints, rigid splint, or  
  soft splint.  
  ▪ Monitor and treat for signs and symptoms of shock

**Transportation for non-critical cases:**

* Transportation decisions in non-critical cases when an ambulance is not warranted, will be made on a case by case basis and care will be provided in the timeliest manner possible. Coaches and staff may be ask to help transport an athlete to the Emergency Room (Beckley Appalachian Regional Hospital) or any other medical provider that may be needed.

**Security and/or active Game Site Administrator** will escort the ambulance to the injured person

\*If neither is present, person who called will escort the ambulance. If needed a coach \ staff member \ or athlete may be sent to the entrance of the facility to assist getting emergency personnel to the site.\*