

# **EMERGENCY ACTION PLAN for Intercollegiate Athletics at Kutztown University**



Academic Year 2025-26

**Google Voice # 717-964-7216  
Athletic Training room: 610-683-4085 #6**

# Important Contacts for the Emergency Action Plan for Intercollegiate Athletics at Kutztown University

|  |  |                              |
|--|--|------------------------------|
| <b>Director of Sports Medicine</b>                 |  |                              |
| X64285 ( <i>on campus</i> )                        | <b>Jack Entriken</b> <a href="mailto:Entriken@kutztown.edu">Entriken@kutztown.edu</a><br>(610) 683-4085 ext. 1 ( <i>off campus</i> )   | 484.955.3620 ( <i>cell</i> ) |
| <b>Faculty Athletic Trainer</b>                    |  |                              |
| X64284 ( <i>on campus</i> )                        | <b>Martha Anderson</b> <a href="mailto:manderso@kutztown.edu">manderso@kutztown.edu</a><br>(610) 683-4085 ext. 2 ( <i>off campus</i> ) | 484.332.6780 ( <i>cell</i> ) |
| <b>Faculty Athletic Trainer</b>                    |  |                              |
| X64286 ( <i>on campus</i> )                        | <b>Brandon Nolt</b> <a href="mailto:nolt@kutztown.edu">nolt@kutztown.edu</a><br>(610) 683-4085 ext. 3 ( <i>off campus</i> )            | 610.573.7197 ( <i>cell</i> ) |
| <b>Faculty Athletic Trainer</b>                    |  |                              |
| X65806 ( <i>on campus</i> )                        | <b>Shelby Hoppis</b> <a href="mailto:Hoppis@kutztown.edu">Hoppis@kutztown.edu</a><br>(610) 683-4085 ext. 4 ( <i>off campus</i> )       | 650.452.3503 ( <i>cell</i> ) |
| <b>Faculty Athletic Trainer</b>                    |  |                              |
| X65939 ( <i>on campus</i> )                        | <b>Holly Gruber</b> <a href="mailto:HGruber@kutztown.edu">HGruber@kutztown.edu</a><br>(610) 683-4085 ext. 5 ( <i>off campus</i> )      | 443.618.1816 ( <i>cell</i> ) |
| <b>Asst VP - Rec Svcs &amp; Athletic Resources</b> |  |                              |
| X64213 ( <i>on campus</i> )                        | Amy Sandt<br>(6484) 646-4213 ( <i>off campus</i> )   | 570.440.7564 ( <i>cell</i> ) |
| <b>Director of Athletics</b>                       |  |                              |
| X34095 ( <i>on campus</i> )                        | <b>Renee Hellert</b><br>(610) 683-4095 ( <i>off campus</i> )   | 484.955.6599 ( <i>cell</i> ) |
| <b>Associate Director of Athletics/SWA</b>         |  |                              |
| X34096 ( <i>on campus</i> )                        | <b>Michelle Gober</b> <a href="mailto:gober@kutztown.edu">gober@kutztown.edu</a><br>(610) 683-4096 ( <i>off campus</i> )               | 703.585.6113 ( <i>cell</i> ) |
| <b>Director of Health &amp; Wellness</b>           |  |                              |
| X34652 ( <i>on campus</i> )                        | <b>Amanda Volkert</b><br>(610) 683-4652 ( <i>off campus</i> )  | 267.374.9151 ( <i>cell</i> ) |
| <b>Director of Public Safety</b>                   |  |                              |
| X34002 ( <i>on campus</i> )                        | <b>David Drezek</b> <a href="mailto:drezek@kutztown.edu">drezek@kutztown.edu</a><br>(610) 683-4002 ( <i>off campus</i> )               | 610.468.xxxx ( <i>cell</i> ) |
| Emergency Medical Service                          | 911 ( <i>off campus</i> )  | 911 ( <i>on campus</i> )     |
| University Public Safety                           | (610) 683-4001 ( <i>off campus</i> )   | X34001 ( <i>on campus</i> )  |
| Beck Hall Health & Wellness Center                 | (610) 683-4082 ( <i>off campus</i> )   | X34082 ( <i>on campus</i> )  |
| Counseling Services                                | (610) 683-4072 ( <i>off campus</i> )   | x34072 ( <i>on campus</i> )  |

## **Reading Hospital & Medical Center**

Emergency Room (610) 988-8218  
Information: (610) 988-8201

## **Lehigh Valley Medical Center**

Emergency Room: (610) 402-8111  
Information: (610) 402-8000

# Emergency Action Plan for Athletics at Kutztown University

Developed August 1997 by Renard M Sacco  
August 1998, November 1999, February 2002,  
February 2003, August 2010, May 2013  
August 2019,  
Revised By KUSM: May 2022, May 2023, August 2024, May 2025

## **Introduction**

Emergency situations may arise at any time during athletic events. Expedient action must be taken to provide prudent care for the sport participant with an emergency and/or life-threatening condition. The development and implementation of an emergency plan will ensure that prudent care will be provided.

This preparation involves formulation of an emergency plan, proper coverage of events, maintenance of appropriate emergency equipment and supplies, utilization of appropriate emergency medical personnel, and continuing education in emergency medicine and planning. Through pre-participation physical screenings, adequate medical coverage, safe practice and training techniques and other safety avenues, some potential emergencies may be averted. However, accidents and injuries are inherent with sports participation, and proper preparation on the part of the sports medicine team should enable each emergency to be managed appropriately.

## **Components of the Emergency Plan**

These are the basic components of this plan:

1. emergency personnel
2. emergency communication
3. emergency equipment
4. roles of first responder
5. venue directions with map

## **Emergency Plan Personnel**

The first responder to an emergency during an athletics department practice and competition typically is a member of the sports medicine staff, most commonly a licensed athletic trainer. A team physician will not always be present at every organized practice or competition. The type and degree of sports medicine coverage for an athletic event may vary widely, based on such factors as the sport or activity, the setting, the type of training or competition and the available resources, including both personnel and financial. The first responder in some instances may be a coach or other institutional personnel. Certification in cardiopulmonary resuscitation (CPR), automated external defibrillator (AED) use, first aid, and emergency plan review ***is required for all coaches at the institution*** associated with practices, competitions, skills instruction, and strength and conditioning. Copies of athletic personnel training certificates and/or cards are maintained with the Director of Intercollegiate Athletics.

The development of an emergency plan cannot be complete without the formation of an emergency team. The emergency team may consist of several healthcare providers including physicians, emergency medical technicians, licensed athletic trainers, work-study student personnel, coaches, managers, Kutztown University police, and possibly bystanders. Roles of these individuals within the emergency team may vary depending on various factors such as the number of members of the team, the athletic venue itself, or the preference of the Director of Sports Medicine and Team Physician.

There are *four basic roles* within the emergency team.

- The first and most important role is establishing safety of the scene and immediate care of the student-athlete. Acute care in an emergency should be provided by the most qualified individual on the scene. Individuals with lower credentials should yield to those with more appropriate training.
- The second role, EMS (Emergency Medical Services) activation, may be necessary in situations where emergency transportation is not already present at the sporting event. This should be done as soon as the situation is deemed an emergency or a life-threatening event. Time is the most critical factor under emergency conditions. Activating the EMS system may be done by anyone on the team. However, the person chosen for this duty should be calm under pressure and who communicates well over the telephone. This person should also be familiar with the location and address of the sporting event.
- The third role, equipment retrieval, may be done by anyone on the emergency team who is familiar with the types and location of the specific equipment needed. Work-study student personnel, managers, and coaches are good choices for this role.
- The fourth role of the emergency team is that of directing EMS to the scene. One member of the team should be responsible for meeting emergency medical personnel as they arrive at the site of the emergency. Depending on ease of access, this person should have keys to any locked gates or doors that may slow the arrival of medical personnel. Work-study student personnel, managers, or coaches may be appropriate for this role.

**In rare cases, only one person at the emergency site may have certified EMS training and must assume sole responsibility.**

#### **Roles within the Emergency Team**

1. Establish scene safety and immediate care of the student-athlete
2. Activation of the Emergency Medical System
3. Emergency equipment retrieval
4. Direction of EMS to scene

#### **Activating the EMS System**

##### **Making the Call:**

- 911

##### **Providing Information:**

- name, address, telephone number of caller
- nature of emergency
- number of student-athletes
- condition of student-athlete(s)
- First Aid treatment initiated by first responder
- specific directions as needed to locate the emergency scene ("come to southeast entrance of field house")
- other information as requested by dispatcher

When forming the emergency team, it is important to adapt the team to each situation or sport. It may also be advantageous to have more than one individual assigned to each role. This allows the emergency team to function even though certain members may not always be present.

#### **Emergency Communication**

Communication is the key to quick emergency response. To provide quick and efficient emergency response, licensed athletic trainers, coaches, athletic staff and emergency medical personnel must work together and should have contact information such as a telephone tree established as a part of pre-planning for emergency situations. Communication prior to the event is a good way to establish boundaries and to build rapport between both groups of professionals. If emergency medical transportation is not available on site during a particular sporting event then direct communication with the emergency medical system at the time of injury or illness is necessary.

***Access to a working telephone or other telecommunications device, whether fixed or mobile, should be assured.*** The communications system should be checked prior to each practice or competition to ensure proper working order. A back-up communication plan should be in effect should there be failure of the primary communication system. The most common method of communication is an emergency telephone. However, a cellular phone is preferred if available.

***At any athletic venue, whether home or away, it is important to know the location of a workable telephone. Pre-arranged access to the phone should be established if it is not easily accessible.***

**All emergency phones and fixed emergency call stations are checked two times a month by University Police.**

### **Emergency Equipment**

Basic necessary emergency equipment should be at the site and quickly accessible. Personnel should be familiar with the function and operation of each type of emergency equipment. The equipment should be in good operating condition, and personnel must be trained in advance to use it properly. Emergency equipment should be checked on a regular basis and rehearsed by emergency personnel. The emergency equipment available should be appropriate for the level of training for the emergency medical providers.

It is important to know the proper way to care for and store the equipment as well. Equipment should be stored in a clean and environmentally controlled area. It should be readily available when emergency situations arise.

**All University Police vehicles are equipped with an AED.**

### **Medical Emergency Transportation**

EMS response time is factored in when determining on-site ambulance coverage. The Department of Sports Medicine coordinates with the Department of Intercollegiate Athletics regarding on-site ambulances for competition in football. Ambulances may be coordinated on site for other special events/sports, such as major tournaments or PSAC/NCAA regional or championship events. Consideration is given to the capabilities of transportation service available (i.e., Basic Life Support or Advanced Life Support) and the equipment and level of trained personnel on board the ambulance. If an ambulance is on site, there should be a designated location with rapid access to the site and a clear route for entering/exiting the venue.

In the medical emergency evaluation, the primary survey assists the emergency care provider in identifying emergencies requiring critical intervention and in determining transport decisions. In an emergency, the student athlete should be transported by ambulance, where the necessary staff and equipment is available to deliver appropriate care. Emergency care providers should refrain from transporting unstable student-athletes in inappropriate vehicles. Care must be taken to ensure that the activity areas are supervised should the emergency care provider leave the site in transporting the student-athlete. Any emergency situations where there is impairment in level of consciousness (LOC), airway, breathing, or circulation (ABC) or there is neurovascular compromise should be considered a “load and go” situation and emphasis placed on rapid evaluation, treatment and transportation. To provide the best possible care for Kutztown University Athletics, transportation to one of the utilized medical facilities is based upon the appropriate strengths of each facility.

### **Personnel Notification Procedure**

If an emergency arises, the individual who initiated the emergency action plan must notify both the University Police and the Director of Sports Medicine by telephone call **immediately**. The Director of Sports Medicine will then commence the communication procedures outlined in the phone tree diagram below.

***University Police & Director of Sports Medicine → Director of Athletics & Vice President for University Relations and Athletics → University President***

## **Conclusion**

The importance of being properly prepared when athletic emergencies arise cannot be stressed enough. A student-athlete's survival may hinge on how well trained and prepared athletic healthcare providers are. It is prudent to invest athletic department "ownership" in the emergency plan by involving the athletics administration and sport coaches as well as sports medicine personnel. The emergency action plan will be reviewed on an annual basis with pertinent University Administration, Athletic Administration and Department of Sports Medicine personnel, along with a CPR/AED and First Aid refresher training opportunity. Revisions will be authorized as needed. Through development and implementation of the emergency plan, the athletics department helps ensure that the student-athlete will have the best care provided when an emergency does arise.

### Acknowledgement

The emergency plan template was developed by Ron Courson, Director of Sports Medicine, University of Georgia and the University of Georgia Sports Medicine Staff. This document follows the recommendations of individualized emergency plans for all athletics activities as noted in Section 11 of the NCAA Sports Medicine Handbook Guideline No. 1-A.

Approved by \_\_\_\_\_  
Medical Director – Dr. Victoria Psomiadis \_\_\_\_\_ Date  
Supervising Team Physician

Approved by \_\_\_\_\_  
Director of Public Safety – David Drezek \_\_\_\_\_ Date

Approved by \_\_\_\_\_  
Director of Intercollegiate Athletics – Renee Hellert \_\_\_\_\_ Date

Approved by \_\_\_\_\_  
Associate Intercollegiate Athletics – Michelle Gober \_\_\_\_\_ Date  
Senior Woman Administrator

Approved by \_\_\_\_\_  
Director of Health & – Amanda Volkert \_\_\_\_\_ Date  
Wellness Services

Approved by \_\_\_\_\_  
Director of Sports Medicine – Jack Entriken \_\_\_\_\_ Date

## **Emergency Plan for KEYSTONE HALL – SPORTS MEDICINE FACILITY (KY 124)**

**Emergency Personnel:** Licensed athletic trainer(s) and work-study student personnel

**Emergency Communication:** An Office Phone (KY 124B, 124C, 124D, 124E) is recommended to contact EMS. A cellular phone may be used if needed. The nearest fixed emergency call station is located along the back hallway wall leading into the O’Pake Fieldhouse, approximately 30 yards from the center of the athletic venue site. Secondary telephones are located in each office located at the rear of the facility.

**Emergency Equipment:** Supplies (AED, Vacuum Splint Kit, spine boards) located in the Keystone Hall Sports Medicine facility. *All University Police vehicles are equipped with an AED.*

**NOTE:** *Be advised, the Keystone Hall Sports Medicine facility may be closed if practice is scheduled outside the established and posted hours of operation.*

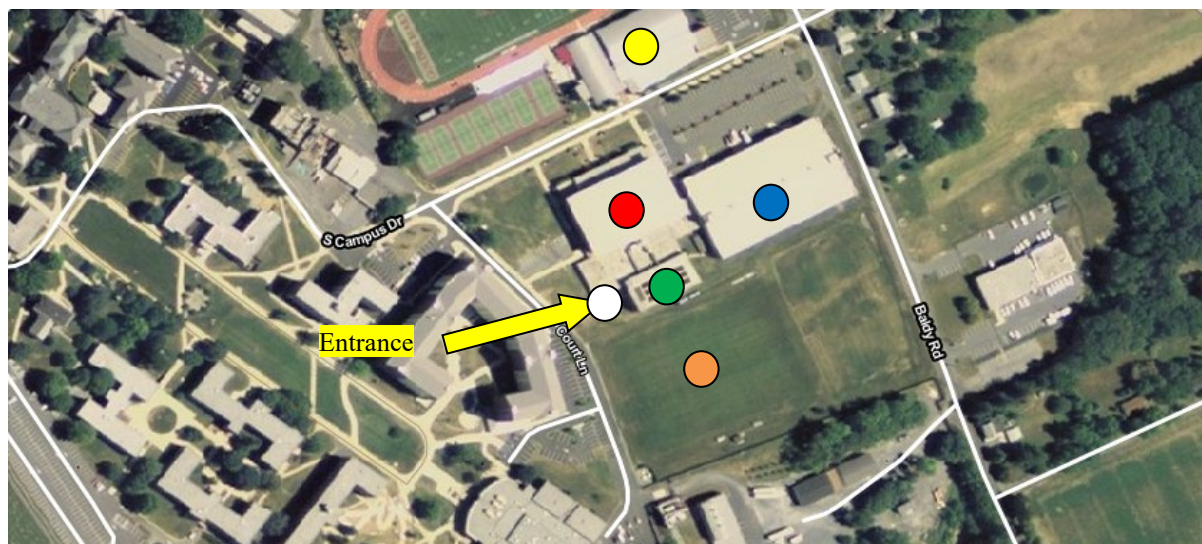
### **Roles of First Responders:**

1. Immediate care of the injured or ill student-athlete
2. Activation of emergency medical services (EMS)
  - a. Call 911 (provide name, address, telephone number, age of individual injured, the condition of the injured, first aid treatment, specific directions, other information as requested).
3. Call Sports Medicine staff athletic trainer (if available)
3. Emergency equipment retrieval
4. Direction of EMS to scene
  - a. opens appropriate doors (Southwest end across from D3 parking lot. Use Outside Door #36 at KY Swim Pool Loading zone off Court Lane)
  - b. designates an individual to “flag down” EMS at the intersection of S. Campus Drive and Court Lane and direct to scene.
  - c. scene control: limit scene to first aid providers and move athletes, non-involved coaches and bystanders away from scene and area.

**Venue Directions:** Keystone Hall is located on South Campus on S. Campus Drive. The nearest cross section is Baldy Street and Trexler Ave. Keystone Hall is located across from the Stadium/Tennis Courts and adjacent to the O’Pake Field House.

**NOTE: If there is no Licensed Athletic Trainer present, you must notify the Director of Sports Medicine about the incident.**





- = Keystone Hall
- = O'Pake Fieldhouse
- = Recreation Center
- = Swim Pool
- = Sports Medicine Facility  
Door # 36
- = Outdoor Fields

## **Emergency Plan for KEYSTONE HALL - ARENA**

(Men's/women's basketball, wrestling, all other sports conditioning)

**Emergency Personnel:** Licensed athletic trainer, work-study student personnel, or coach on site for practice or competition. Additional sports medicine staff may be accessible from the sports medicine facility in Keystone Hall. A Team Physician(s) [MD/DO] will be in attendance for all NCAA/PSAC wrestling championship events.

**Emergency Communication:** A cellular phone is recommended to contact EMS. The nearest fixed emergency call station is located along the back hallway wall leading into the O'Pake Fieldhouse, approximately 30 yards from the center of the athletic venue site. Coaches must have a working cell phone when a licensed athletic trainer is not on-site.

**Emergency Equipment:** An AED is in the first-floor main lobby on the east far wall, the O'Pake Fieldhouse main lobby near the handicap door, and outside the Athletic Training room -124. Additional supplies (AED, Vacuum Splint Kit, spine boards) are in the Keystone Hall Sports Medicine facility. *All University Police vehicles are equipped with an AED.*

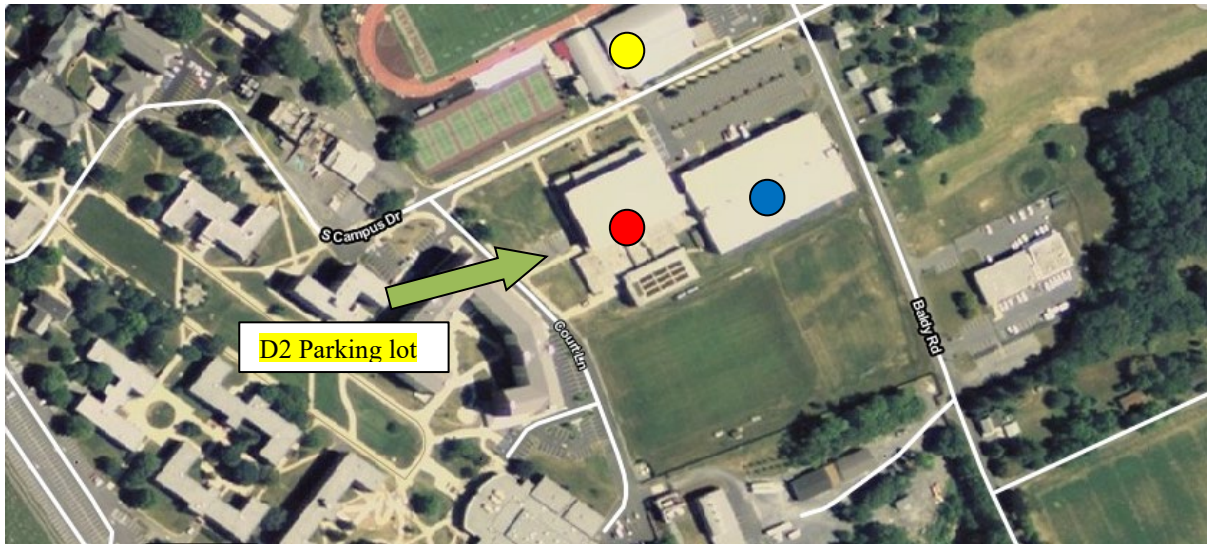
**NOTE:** *Be advised, the Keystone Hall Sports Medicine facility may be closed if practice is scheduled outside the established and posted hours of operation.*

### **Roles of First Responders:**

1. Immediate care of the injured or ill student-athlete
2. Activation of emergency medical services (EMS)
  - a. Call 911 (provide name, address, telephone number, age of individual injured, the condition of the injured, first aid treatment, specific directions, other information as requested).
3. Call Sports Medicine staff athletic trainer (if available)
3. Emergency equipment retrieval
4. Direction of EMS to scene
  - a. opens appropriate doors (Southwest end at D2 lot loading zone)
  - b. designates an individual to "flag down" EMS at the intersection of S. Campus Drive and Court Lane and direct to scene.
  - c. scene control: limit scene to first aid providers and move athletes, non-involved coaches and bystanders away from scene and area.

**Venue Directions:** Keystone Hall is located on South Campus on S. Campus Drive. The nearest cross section is Baldy Street and Trexler Ave. Keystone Hall is located across from the Stadium/Tennis Courts and adjacent to the O'Pake Field House.

**NOTE: If there is no Licensed Athletic Trainer present, you must notify the Director of Sports Medicine about the incident.**



● = Keystone Hall

● = O'Pake Fieldhouse

● = Recreation Center

# **Emergency Plan for KEYSTONE HALL – O’PAKE FIELDHOUSE**

**(Men’s/women’s track & field, all other sports practices and conditioning)**

**Emergency Personnel:** Licensed athletic trainer, work-study student personnel, or coach on site for practice or competition. Additional sports medicine staff may be accessible from the sports medicine facility in Keystone Hall.

**Emergency Communication:** A cellular phone is recommended to contact EMS. The nearest fixed emergency call station is located along the back hallway wall leading into Keystone Hall, approximately 70 yards from the center of the athletic venue site. Coaches must have a working cell phone when a licensed athletic trainer is not on-site.

**Emergency Equipment:** An AED is in the O’Pake Fieldhouse main lobby near the handicap door, the lobby of Keystone Arena and outside the Athletic Training room -124. Additional supplies (AED, Vacuum Splint Kit, spine boards) are in the Keystone Hall Sports Medicine facility. *All University Police vehicles are equipped with an AED.*

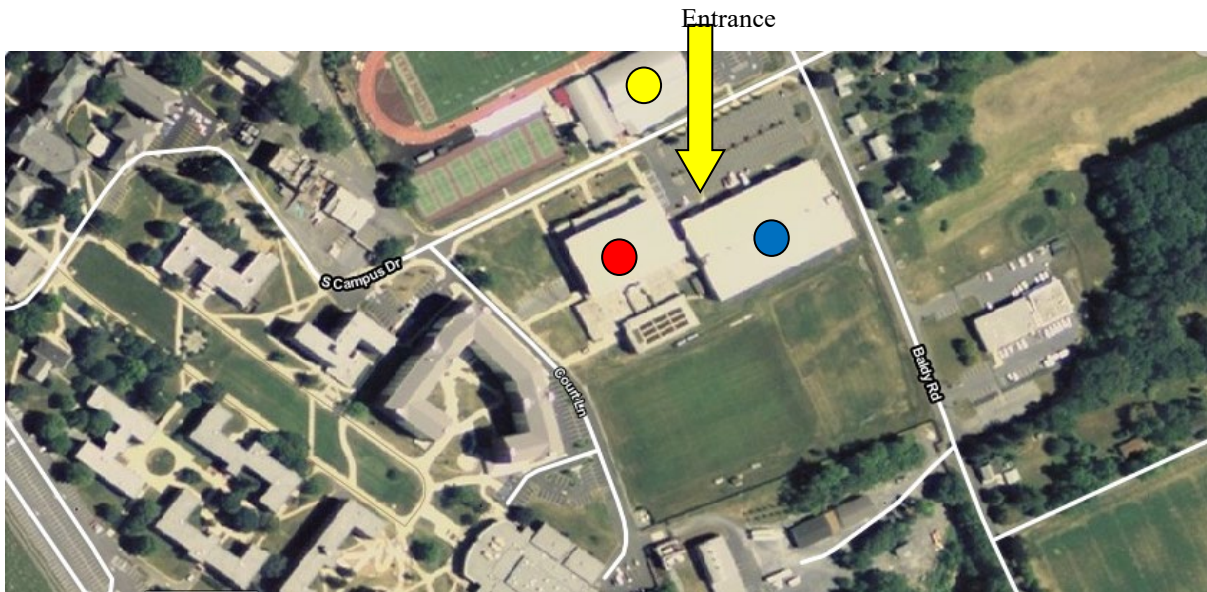
**NOTE:** *Be advised, the Keystone Hall Sports Medicine facility may be closed if practice is scheduled outside the established and posted hours of operation.*

**Roles of First Responders:**

1. Immediate care of the injured or ill student-athlete
2. Activation of emergency medical services (EMS)
  - a. Call 911 (provide name, address, telephone number, age of individual injured, the condition of the injured, first aid treatment, specific directions, other information as requested).
3. Call Sports Medicine staff athletic trainer (if available)
3. Emergency equipment retrieval
4. Direction of EMS to scene
  - a. opens appropriate door(s) (Northwest end at E1 parking lot)
  - b. designates an individual to “flag down” EMS and direct to scene
  - c. scene control: limit scene to first aid providers and move athletes, non-involved coaches and bystanders away from scene and area.

**Venue Directions:** O’Pake Fieldhouse is located S. Campus Drive and Trexler Ave. The nearest cross section is Baldy Street and Trexler Ave. O’Pake Fieldhouse is located across from the Rec Center and adjacent to Keystone Hall.

**NOTE: If there is no Licensed Athletic Trainer present, you must notify the Director of Sports Medicine about the incident.**



- = Keystone Hall
- = O'Pake Fieldhouse
- = Recreation Center

# **Emergency Plan for KEYSTONE HALL – SWIMMING POOL**

**(Women’s swimming and all other sports conditioning)**

**Emergency Personnel:** Licensed athletic trainer, work-study student personnel, or coach on site for practice or competition. Additional sports medicine staff may be accessible from the sports medicine facility in Keystone Hall.

**Emergency Communication:** The phone, located in the Pool Deck Office (Key #CB64 or JHB64) is recommended to contact EMS. A cellular phone may be used if needed. The nearest fixed emergency call station is located along the back hallway wall leading into the O’Pake Fieldhouse, approximately 30 yards from the center of the athletic venue site. Coaches must have a working cell phone when a licensed athletic trainer is not on-site. A secondary telephone is located in the swim pool office located at the east end of the pool facility.

**Emergency Equipment:** An AED is located outside of the Pool Deck Office. Another AED is in the O’Pake Fieldhouse main lobby near the handicap door and in the Keystone Hall Arena lobby. Additional supplies (AED, Vacuum Splint Kit, spine boards) are in the Keystone Hall Sports Medicine facility. *All University Police vehicles are equipped with an AED.*

**NOTE:** *Be advised, the Keystone Hall Sports Medicine facility may be closed if practice is scheduled outside the established and posted hours of operation.*

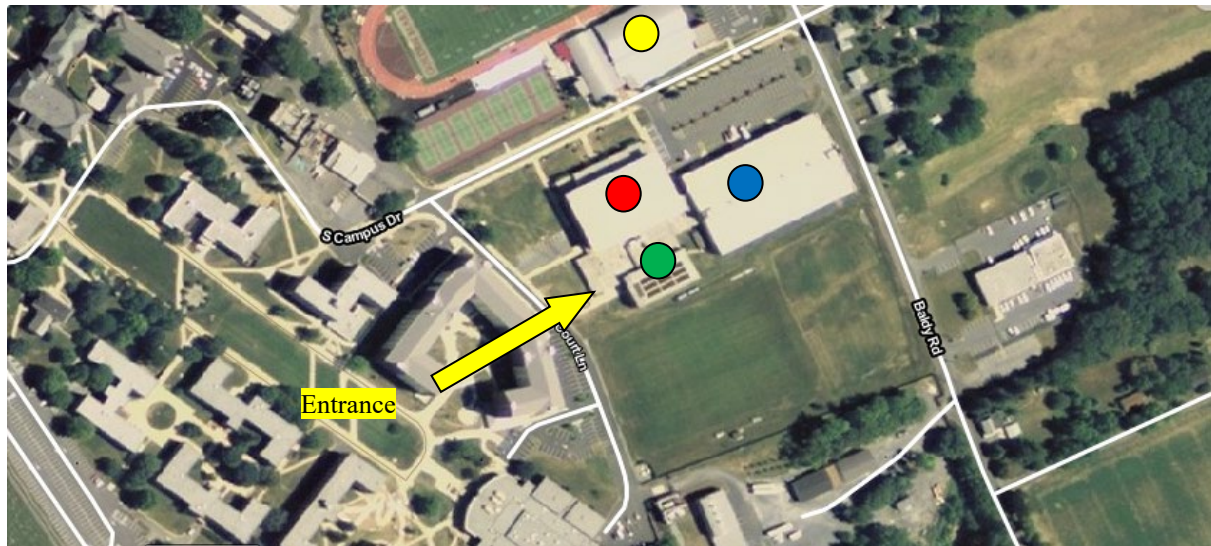
## **Roles of First Responders:**

1. Immediate care of the injured or ill student-athlete
2. Activation of emergency medical services (EMS)
  - a. Call 911 (provide name, address, telephone number, age of individual injured, the condition of the injured, first aid treatment, specific directions, other information as requested).
3. Call Sports Medicine staff athletic trainer (if available)
3. Emergency equipment retrieval
4. Direction of EMS to scene
  - a. opens appropriate doors (Southwest end across from D3 parking lot. Use Door #35 at KY Swimming Pool Loading zone off Court Lane)
  - b. designates an individual to “flag down” EMS at the intersection of S. Campus Drive and Court Lane and direct to scene.
  - c. scene control: limit scene to first aid providers and move athletes, non-involved coaches and bystanders away from scene and area.

**Venue Directions:** Keystone Hall is located on South Campus on S. Campus Drive. The nearest cross section is Baldy Street and Trexler Ave. Keystone Hall is located across from the Stadium/Tennis Courts and adjacent to the O’Pake Field House.

**NOTE: If there is no Licensed Athletic Trainer present, you must notify the Director of Sports Medicine about the incident.**





- = Keystone Hall
- = O'Pake Fieldhouse
- = Recreation Center
- = Swim Pool

# **Emergency Plan for KEYSTONE HALL – WRESTLING ROOM**

(Wrestling, all other sports conditioning)

**Emergency Personnel:** Licensed athletic trainer, work-study student personnel, or coach on site for practice or competition. Additional sports medicine staff may be accessible from the sports medicine facility in Keystone Hall.

**Emergency Communication:** A cellular phone is recommended to contact EMS. The nearest fixed emergency call station is located on the first floor along the back hallway wall leading into the O’Pake Fieldhouse, approximately 60 yards from the center of the athletic venue site. A secondary telephone is in the Wrestling Coaches office located adjacent to the West Balcony Wrestling Room along Rm 209 on the 2<sup>nd</sup> floor of the facility. Coaches must have a working cell phone when a licensed athletic trainer is not on-site.

**Emergency Equipment:** An AED is in the first-floor main lobby on the east farthest wall, the O’Pake Fieldhouse main lobby near the handicap door and outside the Athletic Training room -124. Additional supplies (AED, Vacuum Splint Kit, spine boards) are in the Keystone Hall Sports Medicine facility. *All University Police vehicles are equipped with an AED.*

**NOTE:** *Be advised, the Keystone Hall Sports Medicine facility may be closed if practice is scheduled outside the established and posted hours of operation.*

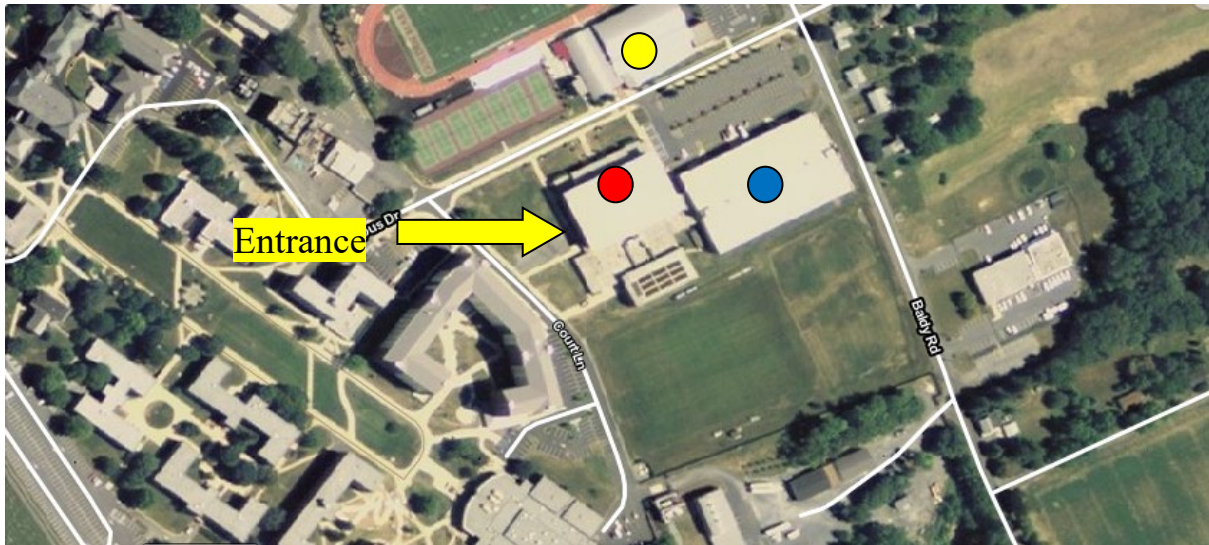
## **Roles of First Responders:**

1. Immediate care of the injured or ill student-athlete
2. Activation of emergency medical services (EMS)
  - a. Call 911 (provide name, address, telephone number, age of individual injured, the condition of the injured, first aid treatment, specific directions, other information as requested).
3. Call Sports Medicine staff athletic trainer (if available)
3. Emergency equipment retrieval
4. Direction of EMS to scene
  - a. opens appropriate doors (Southwest end at D2 lot loading zone off of Court Lane) and unlock the south end gate (Key #AA34 unlocks the West Balcony Gate)
  - b. designates an individual to “flag down” EMS at the intersection of S. Campus Drive and Court Lane and direct to scene.
  - c. scene control: limit scene to first aid providers and move athletes, non-involved coaches and bystanders away from scene and area.

**Venue Directions:** Keystone Hall is located on South Campus on S. Campus Drive. The nearest cross section is Baldy Street and Trexler Ave. Keystone Hall is located across from the Stadium/Tennis Courts and adjacent to the O’Pake Field House.

**NOTE: If there is no Licensed Athletic Trainer present, you must notify the Director of Sports Medicine about the incident.**





- = Keystone Hall
- = O'Pake Fieldhouse
- = Recreation Center

## **Emergency Plan for KEYSTONE HALL – OUTDOOR FIELDS (Women’s Soccer and Lacrosse)**

**Emergency Personnel:** Licensed athletic trainer, work-study student personnel, or coach on site for practice or competition. Additional sports medicine staff may be accessible from the sports medicine facility in Keystone Hall Room 124.

**Emergency Communication:** A cellular phone is recommended to contact EMS. The nearest fixed emergency call station is located along the outside corner of the Sports Medicine Facility, approximately 75 yards from the center of the venue site. Coaches must have a working cell phone when a licensed athletic trainer is not on-site. A secondary fixed emergency phone is located along the back hallway wall leading into the O’Pake Fieldhouse, approximately 100 yards from the center of the athletic venue site.

**Emergency Equipment:** An AED is on the Exterior wall of the Swimming Pool on the West corner. An AED is in the O’Pake Fieldhouse main lobby near the handicap door and also in the Keystone Hall Arena lobby. Additional supplies (AED, Vacuum Splint Kit, spine boards) are in the Keystone Hall Sports Medicine facility. *All University Police vehicles are equipped with an AED.*

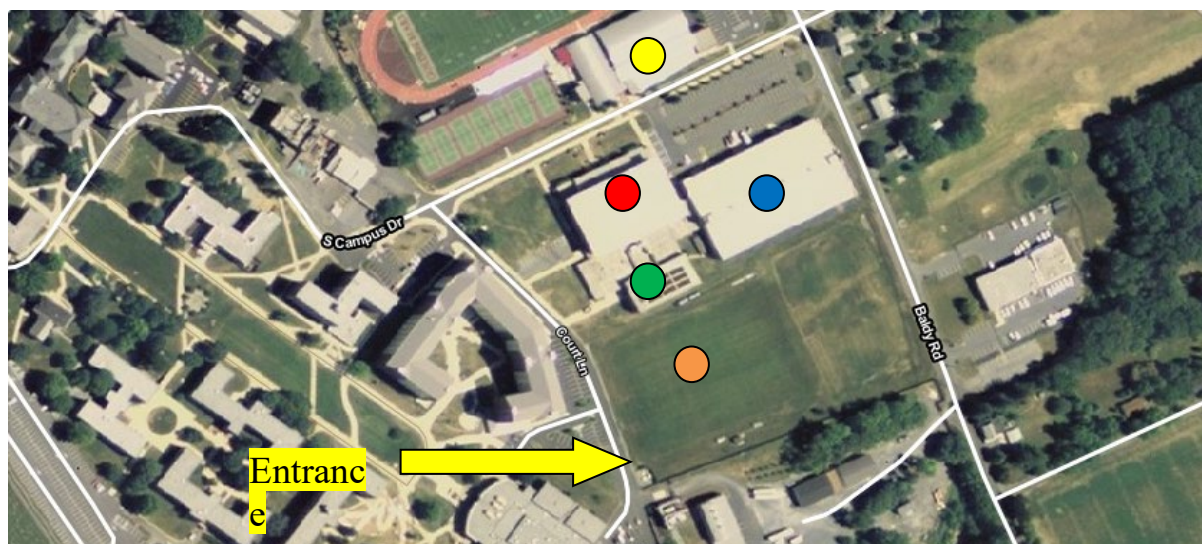
**NOTE:** *Be advised, the Keystone Hall Sports Medicine facility may be closed if practice is scheduled outside the established and posted hours of operation.*

### **Roles of First Responders:**

1. Immediate care of the injured or ill student-athlete
2. Activation of emergency medical services (EMS)
  - a. Call 911 (provide name, address, telephone number, age of individual injured, the condition of the injured, first aid treatment, specific directions, other information as requested).
3. Call Sports Medicine staff athletic trainer (if available)
3. Emergency equipment retrieval
4. Direction of EMS to scene
  - a. opens appropriate gates along the Southwest end of the field (Key AA34 opens gate lock)
  - b. designates an individual to “flag down” EMS at the intersection of S. Campus Drive and Court Lane and direct to scene.
  - c. scene control: limit scene to first aid providers and move athletes, non-involved coaches and bystanders away from scene and area.

**Venue Directions:** Keystone Hall Outdoor Fields are located behind Keystone Hall and can be accessed from Court Lane. Keystone Hall is located on South Campus on S. Campus Drive. The nearest cross section is Baldy Street and Trexler Ave. Keystone Hall is located across from the Tennis Courts and adjacent to the O’Pake Field House.

**NOTE: If there is no Licensed Athletic Trainer present, you must notify the Director of Sports Medicine about the incident.**



● = Keystone Hall

● = O'Pake Fieldhouse

● = Recreation Center

● = Swim Pool

● = Outdoor Fields (Women's Soccer & Lacrosse)

→ = Outdoor Field Gate

# Emergency Plan for ANDRE REED STADIUM

(Field Hockey, football, track & field, all other sports conditioning)

**Emergency Personnel:** Licensed athletic trainer, work-study student personnel, or coach on site for practice or competition. Additional sports medicine staff may be accessible from the sports medicine facility in Keystone Hall. A Team Physician(s) [MD/DO] will be in attendance for all home football games.

**Emergency Communication:** A cellular phone is recommended to contact EMS. The nearest fixed emergency call station is located within Andre Reed Stadium near the west end zone next to the cement stairs for the home bleachers approximately 50 yards from the center of the athletic venue. There is also another fixed emergency call station at the intersection of lot F4 and South Campus Drive, on the side by the tennis courts, approximately 120 yards from the center of the athletic venue site. There is also another fixed emergency call station located outside of the fence behind the Stadium press box, approximately 160 yards from the center of the athletic venue site. The AA34 key is required to open the Stadium fence gates. Coaches must have a working cell phone when a licensed athletic trainer is not on-site.

**Emergency Equipment:** *An AED is located along the outside wall of the Sports Medicine Shed.* Supplies (AED, Vacuum Splint Kit, spine boards) located in the Keystone Hall Sports Medicine facility. *All University Police vehicles are equipped with an AED.*

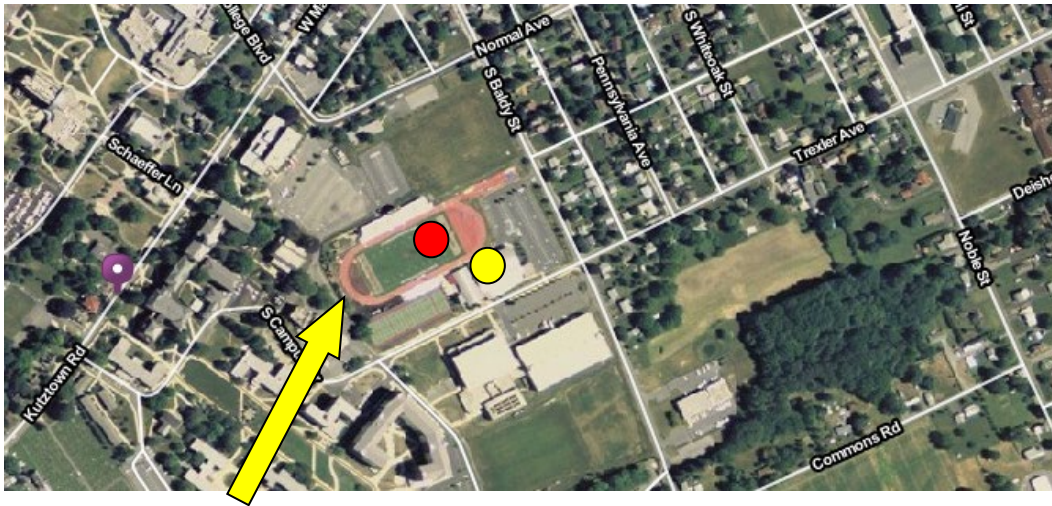
**NOTE:** *When a licensed athletic trainer is on-site to cover a practice or game, the above emergency supplies will be in the sports medicine shed along the south end of the stadium for practices and on the home sidelines for games.*

## **Roles of First Responders:**

1. Immediate care of the injured or ill student-athlete
2. Activation of emergency medical services (EMS)
  - a. Call 911 (provide name, address, telephone number, age of individual injured, the condition of the injured, first aid treatment, specific directions, other information as requested).
3. Call Sports Medicine staff athletic trainer (if available)
3. Emergency equipment retrieval
4. Direction of EMS to scene
  - a. opens appropriate gates at south end of stadium (Key AA34 opens gate lock)
  - b. designates an individual to “flag down” EMS at the intersection of S. Campus Drive and Court Lane and direct to scene.
  - c. scene control: limit scene to first aid providers and move athletes, non-involved coaches and bystanders away from scene and area.

**Venue Directions:** Andre Reed Stadium is located on South Campus, across from Keystone Hall, adjacent to the Tennis Courts and Rec Center. The south entrance is located off of South Campus Drive, next to the Tennis Courts below the F4 lot.

**NOTE: If there is no Licensed Athletic Trainer present, you must notify the Director of Sports Medicine about the incident.**



Entrance

● = Stadium

● = Recreation Center



## **Emergency Plan for South Campus Tennis Courts (Men's & Women's Tennis)**

**Emergency Personnel:** Licensed athletic trainer, work-study student personnel, or coach on site for practice or competition. Additional sports medicine staff may be accessible from the sports medicine facility in Keystone Hall 124.

**Emergency Communication:** A cellular phone is recommended to contact EMS. The nearest fixed emergency call station is located at the intersection of lot F4 and South Campus Drive, on the west side by the tennis courts, approximately 50 yards from the center of the athletic venue site. There is also another fixed emergency call station located within Andre Reed Stadium near the west end zone next to the cement stairs leading to the home bleachers approximately 80 yards from the center of the athletic venue. The AA34 Key is required to open the Stadium gate. There is also another fixed emergency call station located inside the Student Recreation Center, approximately 90 yards from center of the athletic venue site. Coaches must have a working cell phone when a licensed athletic trainer is not on-site.

**Emergency Equipment:** *An AED is located along the outside wall of the Sports Medicine Shed.* An AED is in the Keystone Hall main lobby on the east far wall and in the O'Pake Fieldhouse main lobby near the handicap door. Additional supplies (AED, Vacuum Splint Kit, spine boards) are in the Keystone Hall Sports Medicine facility. *All University Police vehicles are equipped with an AED.*

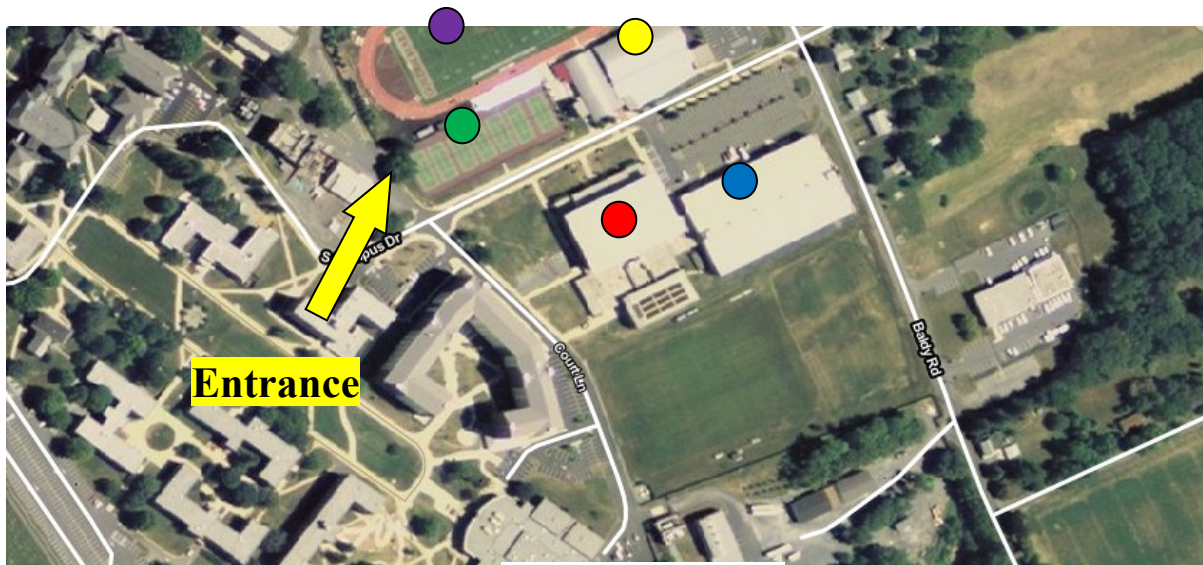
**NOTE:** *Be advised, the Keystone Hall Sports Medicine facility may be closed if practice is scheduled outside the established and posted hours of operation.*

### **Roles of First Responders:**

1. Immediate care of the injured or ill student-athlete
2. Activation of emergency medical services (EMS)
  - a. Call 911 (provide name, address, telephone number, age of individual injured, the condition of the injured, first aid treatment, specific directions, other information as requested).
3. Call Sports Medicine staff athletic trainer (if available)
3. Emergency equipment retrieval
4. Direction of EMS to scene
  - a. opens appropriate gates at west end of tennis courts (No Key required to open gate)
  - b. designates an individual to "flag down" EMS at the intersection of S. Campus Drive and Court Lane and direct to scene.
  - c. scene control: limit scene to first aid providers and move athletes, non-involved coaches and bystanders away from scene and area.

**Venue Directions:** Tennis Courts are located on South Campus Drive, across from Keystone Hall, adjacent to the Andre Reed Stadium and Rec Center. The west gate entrance is located off Court Lane, next to the South end of the Stadium below the F4 lot.

**NOTE: If there is no Licensed Athletic Trainer present, you must notify the Director of Sports Medicine about the incident.**



- = Keystone Hall
- = O’Pake Fieldhouse
- = Recreation Center
- = Tennis Courts
- = Andre Reed Stadium

# Emergency Plan for UPPER STADIUM FIELDS

(Football and track & field throwing events, all other sports conditioning)

**Emergency Personnel:** Licensed athletic trainer, work-study student personnel, or coach on site for practice or competition. Additional sports medicine staff may be accessible from the sports medicine facility in Keystone Hall.

**Emergency Communication:** A cellular phone is recommended to contact EMS. The nearest fixed emergency call station is located outside of the fence behind the Andre Reed Stadium press box approximately 120 yards from the center of the athletic venue site. There is also another fixed emergency call station located within the Stadium near the west end zone next to the cement stairs for the home bleachers approximately 150 yards from the center of the athletic venue. The AA34 key is required to open the Stadium gate under the Press Box. There is also another fixed emergency call station located at the intersection of lot F4 and South Campus Drive, on the west side by the tennis courts, approximately 220 yards from the center of the athletic venue site. Coaches must have a working cell phone when a licensed athletic trainer is not on-site.

**Emergency Equipment:** *An AED is located along the outside wall of the Sports Medicine Shed.* An AED is in the Keystone Hall main lobby on the east far wall and in the O’Pake Fieldhouse main lobby near the handicap door. Additional supplies (AED, Vacuum Splint Kit, spine boards) are in the Keystone Hall Sports Medicine facility. *All University Police vehicles are equipped with an AED.*

**NOTE:** *Be advised, the Keystone Hall Sports Medicine facility may be closed if practice is scheduled outside the established and posted hours of operation.*

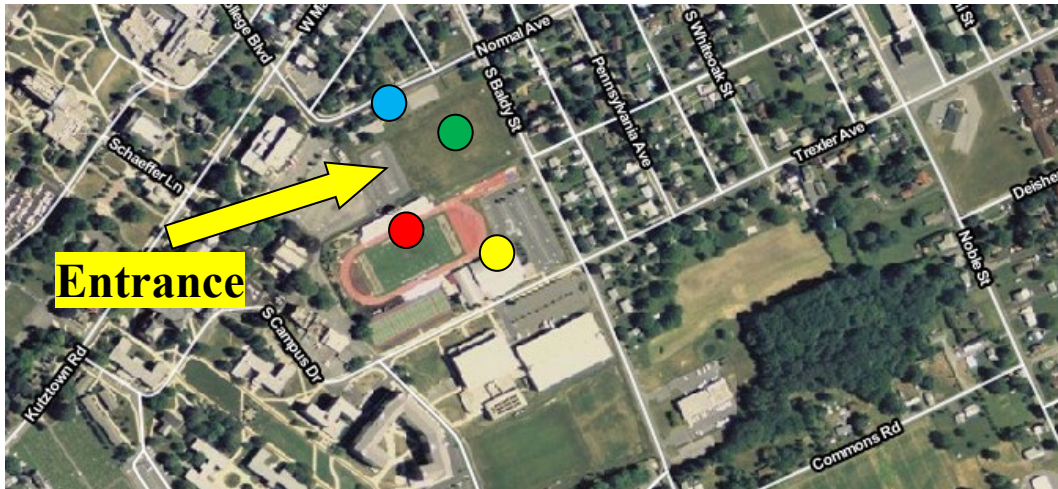
## **Roles of First Responders:**

1. Immediate care of the injured or ill student-athlete
2. Activation of emergency medical services (EMS)
  - a. Call 911 (provide name, address, telephone number, age of individual injured, the condition of the injured, first aid treatment, specific directions, other information as requested).
3. Call Sports Medicine staff athletic trainer (if available)
3. Emergency equipment retrieval
4. Direction of EMS to scene
  - a. designates an individual to “flag down” EMS at the intersection of Normal Ave and the F1 parking lot and direct to the F6 lower lot adjacent to the fields
  - b. scene control: limit scene to first aid providers and move athletes, non-involved coaches and bystanders away from scene and area.

**Venue Directions:** Upper Stadium Fields are located behind the Kemp Building along Normal Ave. and behind Andre Reed Stadium, adjacent to the F6 parking lot.

**NOTE: If there is no Licensed Athletic Trainer present, you must notify the Director of Sports Medicine about the incident.**





● = Andre Reed Stadium

● = Recreation Center

● = Kemp Building

● = Upper Practice/Throwing Fields

➡ = F6 Parking Lot Entrance

# Emergency Plan for SOFTBALL FIELD

**Emergency Personnel:** Licensed athletic trainer, work-study student personnel, or coach on site for practice or competition. Additional sports medicine staff may be accessible from the sports medicine facility in Keystone Hall Room 124.

**Emergency Communication:** A cellular phone is recommended to contact EMS. The nearest fixed emergency call station is located at North Campus Fields Bathroom/Storage Facility, approximately 50 yards from the center of the athletic venue site. A secondary fixed emergency call station is also located along the North campus Drive sidewalk adjacent to the outfield, approximately 60 yards from center of the athletic venue site. Coaches must have a working cell phone when a licensed athletic trainer is not on-site.

**Emergency Equipment:** *An AED is in the dugout during practice and games.* Supplies (AED, Vacuum Splint Kit, spine boards) are in the Keystone Hall Sports Medicine facility. *All University Police vehicles are equipped with an AED.*

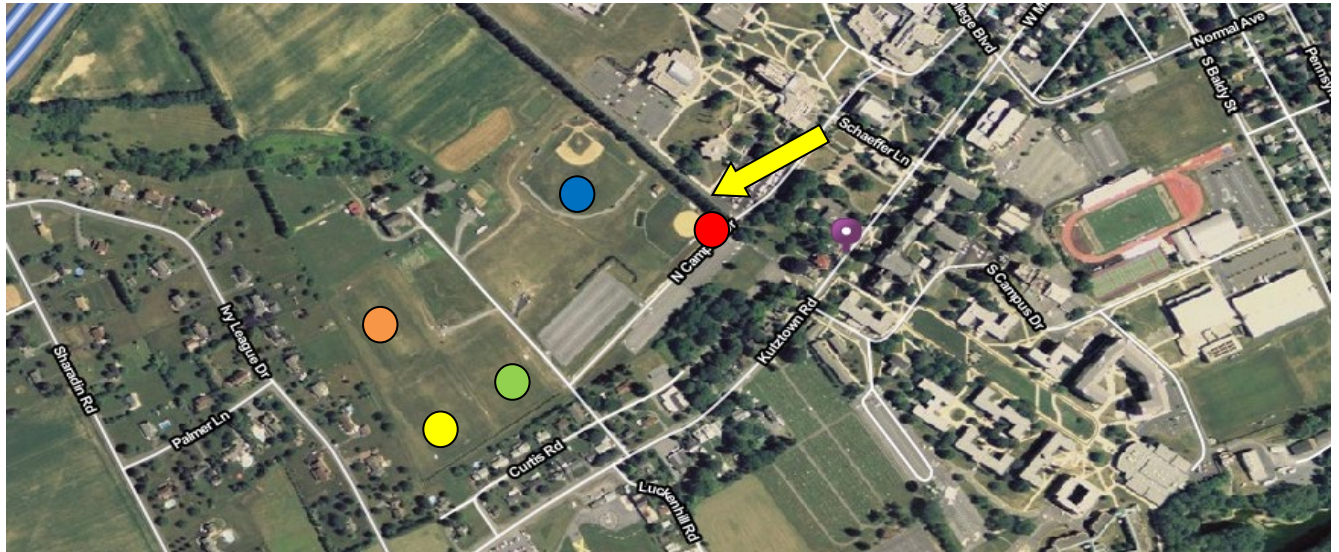
**NOTE:** *When a licensed athletic trainer is on-site to cover a practice or game, the above emergency supplies will be on-site with them.*

## **Roles of First Responders:**

1. Immediate care of the injured or ill student-athlete
2. Activation of emergency medical services (EMS)
  - a. Call 911 (provide name, address, telephone number, age of individual injured, the condition of the injured, first aid treatment, specific directions, other information as requested).
3. Call Sports Medicine staff athletic trainer (if available)
3. Emergency equipment retrieval
4. Direction of EMS to scene
  - a. opens appropriate gates at first base side of the field (Key AA34 opens gate lock)
  - b. designates an individual to “flag down” EMS at the intersection of N. Campus Drive and Lytle Lane and direct to scene.
  - c. scene control: limit scene to first aid providers and move athletes, non-involved coaches and bystanders away from scene and area.

**Venue Directions:** The Softball Field is located on North campus along North campus Drive and Lytle Lane between the B1, B2 and B3 parking lots.

**NOTE: If there is no Licensed Athletic Trainer present, you must notify the Director of Sports Medicine about the incident.**



- = Softball field
- = Baseball field
- = Soccer fields
- = Lacrosse field
- = Rugby field

➡ = Entrance to SB Field if Ambulance needed on the field

# Emergency Plan for BASEBALL FIELD

**Emergency Personnel:** Licensed athletic trainer, work-study student personnel, or coach on site for practice or competition. Additional sports medicine staff may be accessible from the sports medicine facility in Keystone Hall Room 124.

**Emergency Communication:** A cellular phone is recommended to contact EMS. The nearest fixed emergency call station is located at North Campus Fields Bathroom/Storage Facility, approximately 70 yards from the center of the athletic venue site. A secondary fixed emergency call station is also located outside the Academic Forum by the South end of A6 parking lot, approximately 125 yards from the center of the athletic venue site. Coaches must have a working cell phone when a licensed athletic trainer is not on-site.

**Emergency Equipment:** *An AED is located in the dugout during practice and games.* Supplies (AED, Vacuum Splint Kit, spine boards) are in the Keystone Hall Sports Medicine facility. *All University Police vehicles are equipped with an AED.*

**NOTE:** *When a licensed athletic trainer is on-site to cover a practice or game, the above emergency supplies will be on-site with them.*

## **Roles of First Responders:**

1. Immediate care of the injured or ill student-athlete
2. Activation of emergency medical services (EMS)
  - a. Call 911 (provide name, address, telephone number, age of individual injured, the condition of the injured, first aid treatment, specific directions, other information as requested).
3. Call Sports Medicine staff athletic trainer (if available)
3. Emergency equipment retrieval
4. Direction of EMS to scene

### **Need Ambulance on the Field:**

- a. opens appropriate gates located in the center field (Key AA34 opens gate lock)
- b. designates an individual to “flag down” EMS at the intersection of N. Campus Drive and Lytle Lane and direct to scene.
- c. scene control: limit scene to first aid providers and move athletes, non-involved coaches and bystanders away from scene and area.

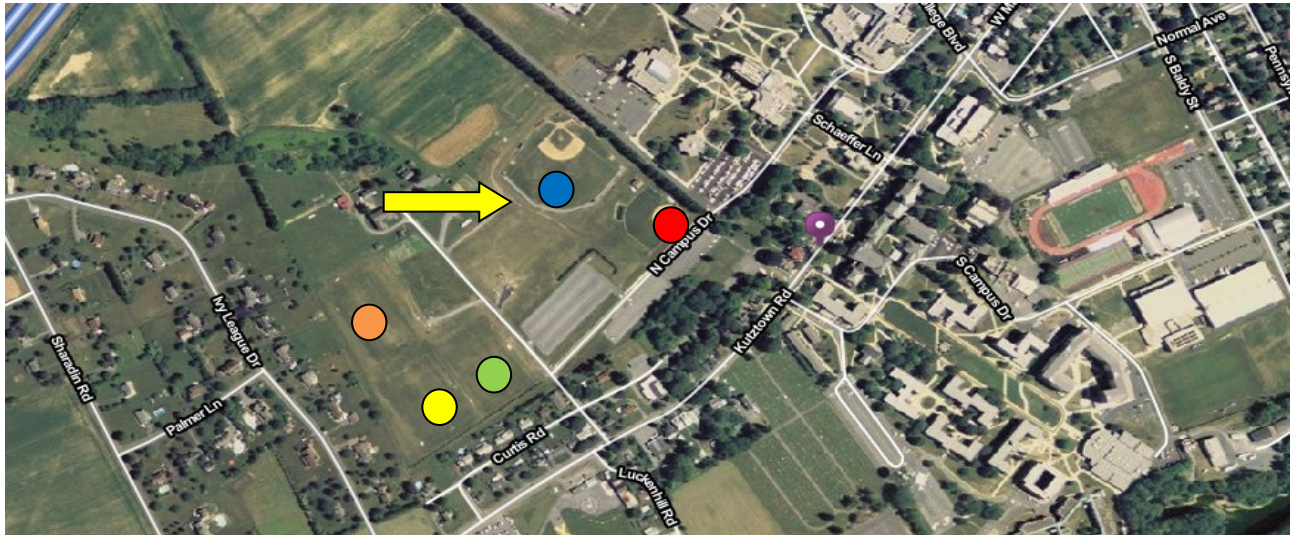
### **Need Ambulance but patient is ambulatory:**

- a. designates an individual to “flag down” EMS at the intersection of N. Campus Drive and Lytle Lane and direct to scene.
- b. scene control: limit scene to first aid providers and move athletes, non-involved coaches and bystanders away from scene and area.

**Venue Directions:** The Baseball Field is located on North Campus along Lytle Lane below the Softball field and across from the Academic Forum and parking lot A6.



**NOTE: If there is no Licensed Athletic Trainer present, you must notify the Director of Sports Medicine about the incident.**



- = Softball field
- = Baseball field
- = Soccer fields
- = Lacrosse field
- = Rugby field

➡ = Entrance to BB Field if Ambulance needed on the field

# **Emergency Plan for NORTH CAMPUS FIELDS Cross Country**

**Emergency Personnel:** Licensed athletic trainer, work-study student personnel, or coach on site for practice or competition. Additional sports medicine staff may be accessible from the sports medicine facility in Keystone Hall Room 124.

**Emergency Communication:** A cellular phone is recommended to contact EMS. The nearest fixed emergency call station is located at the West end of parking lot B3 near the intersection of Luckenbill Rd and North Campus Drive approximately 100 yards from center of the athletic venue site. A secondary fixed emergency call station is also located at the North Campus Fields Bathroom/Storage Facility, approximately 300 yards from the center of the athletic venue site. Coaches must have a working cell phone when a licensed athletic trainer is not on-site.

**Emergency Equipment:** Supplies (AED, Vacuum Splint Kit, spine boards) are in the Keystone Hall Sports Medicine facility. *All University Police vehicles are equipped with an AED.*

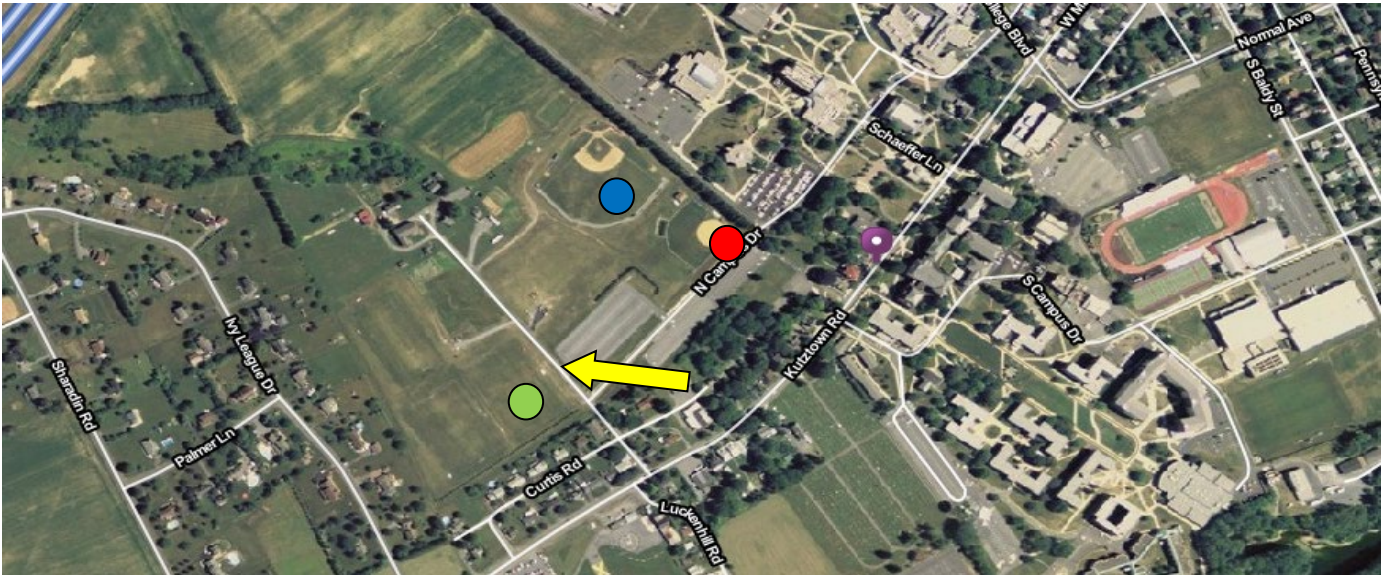
**NOTE:** *When a licensed athletic trainer is on-site to cover a practice or game, the above emergency supplies will be on-site with them.*

**Roles of First Responders:**

1. Immediate care of the injured or ill student-athlete
2. Activation of emergency medical services (EMS)
  - a. Call 911 (provide name, address, telephone number, age of individual injured, the condition of the injured, first aid treatment, specific directions, other information as requested).
3. Call Sports Medicine staff athletic trainer (if available)
3. Emergency equipment retrieval
4. Direction of EMS to scene
  - a. designates an individual to “flag down” EMS and direct to scene at the intersection of Luckenbill Rd and North Campus Drive
  - b. scene control: limit scene to first aid providers and move athletes, non-involved coaches and bystanders away from scene and area.

**Venue Directions:** The Soccer and Lacrosse practice fields are located on North Campus along Luckenbill Road above the Rugby field and across from parking lot B3.

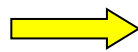
**NOTE: If there is no Licensed Athletic Trainer present, you must notify the Director of Sports Medicine about the incident.**



● = Softball field

● = Baseball field

● = Rugby field/ XC Course Staging Area



= Ambulance: Luckenbill & North  
campus Drive

## **Emergency Plan for RISLEY HALL**

**(Ground Floor Weight Room, Dance Studio, Upper floor Cheerleading and all other sports conditioning)**

**Emergency Personnel:** Coach on site for practice and conditioning. Additional sports medicine staff may be accessible from the sports medicine facility in Keystone Hall.

**Emergency Communication:** There are two Red Emergency Phones in Risley Hall recommended to contact EMS. One is in the South end of the main Weight Room area. The second is inside the North end Entrance (#2 doors) to the Upper gym floor. A cellular phone may be used if needed. The nearest fixed emergency call station is located at the intersection of lot F4 and South Campus Drive, on the side by the tennis courts, approximately 120 yards from the center of the athletic venue site. There is also another fixed emergency call station located outside of the fence behind the Stadium press box, approximately 160 yards from center of the athletic venue site. Coaches must have a working cell phone when on-site.

**Emergency Equipment:** *An AED is located in the weight room.* Supplies (AED, Vacuum Splint Kit, spine boards) located in the Keystone Hall Sports Medicine facility. *All University Police vehicles are equipped with an AED.*

### **Roles of First Responders:**

1. Immediate care of the injured or ill student-athlete
2. Activation of emergency medical services (EMS)
  - a. Call 911 (provide name, address, telephone number, age of individual injured, the condition of the injured, first aid treatment, specific directions, other information as requested).
3. Call Sports Medicine staff athletic trainer (if available)
3. Emergency equipment retrieval
4. Direction of EMS to scene
  - a. opens appropriate 'Outside' doors (Southwest end, Men's Weight Room Entrance #7; Women's Weight Room Entrance #4; Upper Gym Floor North End Entrance #2 or Dance Studio; Key AA18 opens these doors.) Open appropriate 'Inside' doors.  
**Note:** Weight Room Doors are opened via Key Card Access with the Employee's ID card.
  - b. designates an individual to "flag down" EMS and direct to scene
  - c. scene control: limit scene to first aid providers and move athletes, non-involved coaches and bystanders away from scene and area.

**Venue Directions:** Risley Hall is located on South Campus, behind Old Main, adjacent to the Andre Reed Stadium and Golden Bear Plaza. The entrance is located off South Campus Drive, next to the F3 parking lot.

**NOTE: If there is no Licensed Athletic Trainer present, you must notify the Director of Sports Medicine about the incident.**





Entrance



= Stadium



= Risley Hall



= Golden Bear Plaza

## **Emergency Plan for NORTH CAMPUS & ON and OFF CAMPUS RUN EAP**

Workout routes can change daily. Therefore, the recommendation is for the coach or assistant coach to be required to have a cellular phone immediately available if an emergency situation arises. ***The coach or assistant coach should also follow the team off-campus with water during all of these practices.***

If individual workouts occur it is recommended that student-athletes utilize a “buddy system” or have a running partner and each carry a cellular phone.

The following procedure should be followed in the event of an emergency.

### **Roles of First Responders:**

1. Immediate care of the injured or ill student-athlete
2. Activation of emergency medical services (EMS)
  - a. 911 call (provide name, address, telephone number, age of individual injured, the condition of the injured, first aid treatment, specific directions, other information as requested).
3. Emergency equipment retrieval
4. Direction of EMS to scene
  - a. designates an individual to “flag down” EMS and direct to scene
  - b. scene control: limit scene to first aid providers and move bystanders away from scene and area

**NOTE: If there is no Licensed Athletic Trainer present, you must notify the Director of Sports Medicine about the incident.**