

Athletic Training Program



MIDWESTERN

STATE UNIVERSITY

Athletic Training Clinic Policies & Procedures

Revised January 2017

General Information & Student Conduct

Athletic Training Clinic Hours

Operational hours:

Monday-Friday: 1pm to the end of practices/games and by appointment.

Monday-Friday (Football season): 7-8am for treatments.

Saturday & Sunday: As needed for treatments, practices, and games.

Student Conduct

1. Observe all rules set forth by the Midwestern State University Athletic Training staff.
2. Treat others with the respect that their position deserves.
3. If you have a disagreement with someone, try to resolve that problem privately.
4. Never conduct yourself in a manner that would reflect adversely on yourself or Midwestern State University.
5. Do not second-guess or argue with any member of the staff, either coaching or athletic training, in front of others (athletes, other students, and/or coaches). If you have a question or topic for discussion, please seek these out privately.
6. Always keep a positive attitude while representing the school. This means in the clinical setting (Athletic Training Clinic), practices, games, and other school events. Keep personal problems out of the athletic training setting.
7. Be loyal to those with whom you work.
8. Be prompt to all clinical rotations/field experience, practicum, games, etc.
9. Remember you represent the Midwestern State University Athletic Training Program and your actions should always reflect our program in the best light possible.
10. Lead by example: Take pride in your work and the athletic training program.
11. No drugs (alcohol or tobacco products), weapons, illegal substances, or advertisements of these products are allowed in the athletic training clinic.
12. Offices, computers, and phones will not be used for personal purposes unless permission to do so is given by a staff member. Absolutely no long-distance calls.
13. All cell phones must be turned to vibrate while in clinical settings.
14. An Athletic Training Student will not:
 - a. Make any statements to an athlete, parent, or coach regarding diagnosis, treatment, medication, insurance, or rehabilitation plans without consulting a member of the MSU Sports Medicine Staff.
 - b. Declare the participation status of any player without the consultation of the MSU Sports Medicine Staff. If there are no staff members available, it is the head coach's responsibility to decide if a player is able to participate safely.
 - c. Assume any of the duties or responsibilities of a member of the athletic training staff without first consulting that person. This includes making statements or arrangements that would be considered a duty of the Athletic Training Staff.
15. Always be polite and courteous to all athletes (MSU and those who are visiting). Do not discriminate between athletes for any reason.

16. No form of sexual harassment will be tolerated from Athletic Training Students, Staff, or Athletes. If someone is making unwanted advances, please report the behavior to a member of the Athletic Training Staff.
17. While providing treatment to a member of the opposite sex, **ALWAYS** have a person of the same gender as the person you are giving treatment to present.
18. The lockers located in the Athletic Training Clinic are for use of Athletic Training Students. MSU is not responsible for personal items left in the lockers. Use them at your own risk.

Personal Appearance and Dress

MSU Athletic Training Students are expected to maintain good practices of personal hygiene and appearance.

Dress Code

The following clothing is acceptable attire for clinical assignments in the MSU Athletic Training Clinic:

- MSU athletic training t-shirt, MSU athletic training polo, or MSU sweatshirt. May also wear PLAIN sweatshirts if they are grey, black, white, or cardinal.
- Shirts need to be tucked in at all times.
- Chino pants or shorts. Acceptable colors: Navy, grey, khaki, or black. All shorts (including mesh shorts) must be of appropriate length. If it does not look professional, you will be sent home to change. The definition of professional is left up to the discretion of the full-time Athletic Training Staff and Graduate Assistants.
- Wind suit pants or mesh shorts with aforementioned acceptable colors.
- Tennis shoes.
- MSU hats/visors should be kept clean.

The following attire is required for indoor games (Basketball, Volleyball, etc.) and other special events:

- Males should wear dress pants, a belt, a button-up shirt, a tie, and dress shoes.
- Females should wear slacks or a long skirt, a nice blouse and/or sweater, and sensible shoes (no flip flops).
- MSU Athletic Training polo with appropriate shorts or slacks.

Personal Appearance

- Students should be neat and well-groomed at all times.
- Hair, including facial hair, should be well-maintained, groomed, and kept in a professional manner at all times. Approval is at the discretion of the MSU Athletic Training Staff.
- No facial (eyebrow, nose, etc.) or tongue rings will be accepted.

*Failure to abide by these policies will result in dismissal from assignment and/or demerit.

Team Travel

Some sports' budgets do not allow for Athletic Training Students to travel. For those sports which travel is available, it will be allowed on an award-basis.

While traveling with a team, you are representing both MSU and the Athletic Training Program. Never participate in conduct that would reflect adversely on you, MSU, or the Athletic Training Program.

If given the opportunity to travel with a team without a member of the Athletic Training Staff, this is an award of appreciation from that team. You are not traveling as an Athletic Training Student and should not consider this travel as part of the learning experience. In that situation, the HEAD COACH in conjunction with the certified athletic trainer (ATC) hosting the event is responsible for the medical care of the team members.

Please refer to the AT Program dress policy for guidelines on appropriate team travel attire.

Athletic Training Student-Athlete Relationship

Policy: Athletic Training Students must acknowledge and accept their responsibility to the athletes under their care.

1. Consider yourself as a professional and act accordingly.
2. Always perform athletic training duties to the best of your ability.
3. Be friendly and helpful to both MSU and visiting athletes at all times.
4. Do not discriminate between or show favoritism to athletes for any reason.
5. Be available for athletes if they need to talk.
6. Never discuss your personal opinions about team issues.
7. Discussions between the athlete and coach/athletic trainer should remain confidential.
8. Dating of athletes is strongly discouraged.
9. Due to the professional relationship necessary between athletic trainers and athletes, dating an athlete who participates in the sport in which you are assigned is **STRONGLY PROHIBITED**. To do so will result in a clinical reassignment for the athletic training student.
10. Always have a member of the same gender as the athlete when giving treatments to and evaluating a member of the opposite sex.

Blood Borne Pathogen Exposure Control

The MSU Athletic Training Department shall take every foreseeable precaution to reduce the likelihood of exposure to and prevent the transmission of blood borne pathogens.

Procedures

- I. Education
 - a. A mandatory blood borne pathogen training session will be held at the beginning of each year.
- II. Barrier precautions
 - a. Blood spill kits: Blood spill kits are kept at every athletic venue. If a spill occurs, you should use barrier precautions from either the Athletic Training Kit on-site or the blood spill kit.
 - b. There must be routine use of barrier precautions to prevent skin and mucous membrane exposure in all cases where contact with the skin may occur. Gloves should be used at all times when handling blood, body fluids, mucous membranes, broken skin, wound dressings, and when handling soiled surfaces. Gloves must be changed and hands washed after treating each individual athlete. Gloves should be carried to all practices and game situations and will be readily available in all athletic training clinics.
 - c. When performing mouth-to-mouth resuscitation, a protection barrier should be used. A pocket mask or micro-shield will be carried in each training kit. There will also be masks available in the athletic training clinic.
- III. Disposal
 - a. All soiled, soft items will be discarded in a biohazard container located in the MSU Athletic Training Clinic. Biohazard bags are red and will be in an enclosed container marked with a biohazard sticker.
 - b. All sharp items (scalpels, shark blades, syringes, and glass products) will be discarded in a Sharps container. Sharps containers are red and marked with a biohazard sticker. Sharps containers can be located in the Midwestern State University Athletic Training Clinic. Needles should not be recapped or removed from the syringe.
 - c. When the biohazard container or Sharps container is full, it will be the responsibility of the Athletic Training Staff to contact the Midwestern State University Safety Officer for removal and disposal.
- IV. Decontamination
 - a. There should be immediate decontamination of items and surfaces after contact with potentially infectious materials.
 - b. Hands or uncovered skin that has been exposed to anybody should be washed or antiseptically cleaned immediately and also cleaned/washed when gloves are removed.
 - c. All equipment or work surfaces (i.e., countertops, treatment tables, taping tables, whirlpools) that have been soiled with blood or other bodily fluids should be cleansed with an approved disinfectant (1-part bleach to 10-parts water or other

suitable cleaner is preferred). Regular and routine cleaning of these surfaces should also be practiced. Gloves must be worn while cleaning these surfaces and/or equipment.

V. Vaccination

- a. All students with the potential for exposure should have a Hepatitis B vaccination. These vaccinations are offered through the Vinson Health Center. Declination/Vaccination records will be kept by the Athletic Training Staff.

VI. Treatment/Medical Records

- a. Medical records will be kept and post-exposure care will be given by the Vinson Health Center.
- b. Vinson Health Center will complete the following lab studies:
 - i. Source patient (if available)
 1. HIV
 2. Hepatitis B antigen
 3. Hepatitis C antigen
 4. Aspirate aminotransferase/alanine aminotransferase (AST/ALT) and alkaline phosphate
 - ii. Victim/Healthcare worker
 1. Hepatitis B surface antibody
 2. HIV
 3. Hepatitis C antibody testing at 2, 4, and 8 weeks
 4. Syphilis serology
 - iii. Prior to retro-virals
 1. Pregnancy test (stat)
 2. CBC count with differential and platelets
 3. Serum creatine/BUN
 4. Urinalysis with microscopic analysis
 5. AST/ALT
 6. Alkaline phosphatase
 7. Total bilirubin

Cleaning of the Athletic Training Clinic

All students in the Midwestern State University Athletic Training Program will be required to help keep the Midwestern State University Athletic Training Clinic clean.

Procedures

- I. After use
 - a. The following items must be cleaned after each use:
 - i. Ultrasound head- must be cleansed with ultrasound cleaner.
 - ii. Treatment tables- must be cleansed after each use if possible.
- II. Daily cleaning
 - a. The following cleaning regimen must be completed before closing the Midwestern State University Athletic Training Clinic each day:
 - i. Treatment and taping tables must be cleaned.
 - ii. All whirlpools must be drained and cleaned.
 - iii. The floor must be swept and mopped.
 - iv. All gym equipment must be cleaned.
 - v. Linens- wash should be done once per day. Gloves must be worn when transferring dirty laundry to wash. Never put clean laundry back into a dirty laundry bag.
- III. Weekly cleaning
 - a. The weekly cleaning regimen for the Midwestern State University Athletic Training Clinic is as follows:
 - i. The floor will be swept and mopped. Scrubbing the floor should be completed as necessary.
 - ii. All rehab equipment should be cleaned.
 - iii. All mats should be vacuumed.
 - iv. All sinks should be disinfected. This includes the floor, sink, and toilet. The mirror should be cleaned.
- IV. Semester cleaning
 - a. At the end of each semester, there will be a full-day designated to cleaning, stripping, and waxing the floor of the Midwestern State University Athletic Training Clinic. Every student is required to participate in this cleaning.

Medical Referral

An Injury Referral Form must be filled out and signed by a member of the Midwestern State University Athletic Training Staff for any athlete being referred to a doctor or medical consultant of any kind. After the doctor/medical consultant has seen the athlete, he/she must complete the physician section of the referral form. The form must be returned to the Midwestern State University Athletic Training Clinic where it will remain in the athlete's record.

The university will be financially responsible for services to the student-athlete that were directly related to an injury or illness that occurred as a result of athletic participation. Midwestern State University will only be responsible for injuries that occur during the athlete's season or in offseason practices. The university will not be responsible for injuries that occur outside the athlete's sport.

Midwestern State University Physicians

Dr. Michael Sheen, MD

Team Physician & AT Program Medical Director

United Regional Physician Group Orthopedic & Sports Medicine Clinic

(940) 764-5400

Dr. Joshua Schacter, DO

Team Physician

United Regional Physician Group Orthopedic & Sports Medicine Clinic

(940) 764-5400

Dr. Keith Williamson

University Physician

Vinson Health Center

(940) 397-4231

Dr. Chad Jackson

Team Dentist

5 Eureka Circle A

(940) 691-6066

United Regional Health Care System

1600 11th Street

(940) 764-2120 (Emergency Room)

(940) 764-7000 (Main number)

Head Injury Documentation

The Midwestern State University Sports Medicine team will thoroughly document any incident of head injury.

Procedures

- I. Initial evaluation
 - a. If it is believed that a Midwestern State University athlete has sustained a head injury, a member of the Midwestern State University Sports Medicine Staff must immediately remove the athlete from play and evaluate his/her status.
 - b. This evaluation should be documented using the Midwestern State University Concussion Documentation Form. This document is not considered to be complete without the signatures of both the injured athlete and the evaluating licensed athletic trainer.
- II. Reevaluation
 - a. The injured athlete should be reevaluated at the end of the practice or competition regardless of whether he/she was allowed to return to play.
 - b. The injured athlete should return to the Midwestern State University Athletic Training Clinic the next morning for reevaluation.
 - c. All re-evaluations should be documented using the MSU Concussion Documentation Form.
- III. Instructions
 - a. A Midwestern State University Concussion Guideline should be sent home with the athlete/athlete's roommate with strict instructions/actions that should be given throughout the night.
- IV. Return to play
 - a. The athlete should be completely asymptomatic for two consecutive reevaluations before the athlete can return to play.
 - b. Following the first asymptomatic evaluation, it is recommended that the licensed athletic trainer exercise the athlete in a controlled environment to induce the athlete's symptoms.
 - c. Following the second asymptomatic evaluation, the athlete may be returned to play on a limited basis.
 - d. It is strongly recommended that the Midwestern State University Sports Medicine Staff always act on the side of caution when treating an athlete that has suffered a head injury. If, for any reason, you do not feel comfortable with an athlete that has suffered a head injury, do not hesitate to take whatever action you feel is appropriate.

Drug Distribution Policy

Policy- Prescription drugs

Prescription drugs will be distributed to the designated athlete only upon doctor's orders.

Policy- Over-the-counter drugs

Over-the-counter (OTC) drugs will be distributed to athletes on an as-needed basis only. This decision is supervised by the Team Physician, the Head Athletic Trainer, or the Assistant Athletic Trainers.

All athletes should be given verbal usage information on the OTC. The distribution of all OTCs will be recorded in the Midwestern State University Drug Log when they are given to the athlete.

Procedure- Over-the-counter drugs

Always read the directions, indications, and contraindications to the athlete before providing medications.

The following is a list of medications used in the Midwestern State University Athletic Training Clinic:

Topical ointments:

Triple antibiotic: Prevents infection. Aids in the healing of minor cuts, scrapes, and burns.

Zinc oxide: Aids in the healing of rashes. Protects skin from sunburn. Protects and relieves chaffed skin.

Hydrocortisone: Anti-itch cream. Relieves minor skin irritations, rashes, insect bites, poison ivy/oak, and external genital itching.

Campho-phenique: Temporary relief of minor burns, cuts, scrapes, insect bites, or skin irritation.

Tinactin: Aids in the healing of athlete's foot.

Stomach/G.I.:

Phillips-Milk of Magnesia: Serves as an antacid and laxative.

Diotame- Liquid and tablet form: Relieves upset stomach, heartburn, diarrhea, nausea, and indigestion.

Diamode: Relieves diarrhea.

Eye wash and saline solutions:

Collyrium eye wash: Cleanses and soothes the eye.

Saline solution: Cleanses eyes and/or contacts. Additional use includes disinfectant for contacts during storage.

Supplements:

Fosfree: Aids in the prevention of muscle cramps.

Vitamin C: Helps to build cold resistance. An additional use is to prevent dry- or cotton-mouth.

Dextrotabs: Provides quick energy; may be useful to diabetics with low blood sugar levels.

Menstrual relief:

Ms aid: Relieves menstrual cramps, headache, backache, and bloating.

Antihistamine:

Diphen: Relieves symptoms associated with hay fever and other allergies (e.g., runny nose, sneezing, and itchy, watery eyes).

Sudodrin: Relieves symptoms associated with the common cold, hay fever, and other respiratory allergies (e.g., nasal congestion).

Pain relief:

Non-aspirin: Provides relief from minor aches and pains, cold, flu, headache, toothache, muscle ache, and reduces fever.

Back pain-off: Provides relief from back pain, muscle aches, and minor aches and pains.

Ibuprofen 200 mg: Decreases pain, fever, muscle aches, headache, and back pain.

Cough:

Robitussin cough drops: Provides temporary relief of minor irritation of pain, sore mouth, and sore throat. Aids in the relief of cough associated with cold or inhaled irritants.



2016-17 NCAA Banned Drugs

It is your responsibility to check with the appropriate or designated athletics staff before using any substance.

The NCAA Bans the Following Classes of Drugs:

1. Stimulants;
2. Anabolic Agents;
3. Alcohol and Beta Blockers (banned for rifle only);
4. Diuretics and Other Masking Agents;
5. Street Drugs;
6. Peptide Hormones and Analogues;
7. Anti-estrogens; and
8. Beta-2 Agonists.

Note: Any substance chemically related to these classes is also banned.

The institution and the student-athlete shall be held accountable for all drugs within the banned drug class regardless of whether they have been specifically identified.

Drugs and Procedures Subject to Restrictions:

1. Blood doping;
2. Gene doping;
3. Local anesthetics (under some conditions);
4. Manipulation of urine samples; and
5. Beta-2 Agonists permitted only by prescription and inhalation.

NCAA Nutritional/Dietary Supplements Warning:

Before consuming any nutritional/dietary supplement product, review the product with the appropriate or designated athletics department staff. There are no NCAA approved supplement products.

1. Dietary supplements, including vitamins and minerals, are not well regulated and may cause a positive drug test result.
2. Student-athletes have tested positive and lost their eligibility from using dietary supplements.
3. Many dietary supplements are contaminated with banned drugs not listed on the label.
4. **Any product containing a dietary supplement ingredient is taken at your own risk.**

Check with your athletics department staff prior to using a supplement.

National Collegiate Athletic Association

Supporting student-athlete success on the field, in the classroom and for life

Equal Opportunity/Affirmative Action Employer

Examples of NCAA Banned Substances in Each Drug Class

Note to Student-Athletes: There is NO complete list of banned substances. Do not rely on this list to rule out any label ingredient.

- 1. Stimulants:** Amphetamine (Adderall); caffeine (guarana); cocaine; ephedrine; methamphetamine (DMAA); methylphenidate (Ritalin); synephrine (bitter orange); methylhexaneamine, "bath salts" (mephedrone); octopamine; DMBA; phenethylamines (PEAs); etc. *Exceptions:* phenylephrine and pseudoephedrine are not banned.
- 2. Anabolic Agents** (sometimes listed as a chemical formula, such as 3,6,17-androstenedione): Androstenedione; boldenone; clenbuterol; DHEA (7-Keto); epi-trenbolone; etiocholanolone; methasterone; methandienone; nandrolone; norandrostenedione; ostarine, stanozolol; stenbolone; testosterone; trenbolone; SARMS (ostarine); etc.
- 3. Alcohol and Beta Blockers** (banned for rifle only): Alcohol; atenolol; metoprolol; nadolol; pindolol; propranolol; timolol; etc.
- 4. Diuretics (water pills) and Other Masking Agents:** Bumetanide; chlorothiazide; furosemide; hydrochlorothiazide; probenecid; spironolactone (canrenone); triameterene; trichlormethiazide; etc.
- 5. Street Drugs:** Heroin; marijuana; tetrahydrocannabinol (THC); synthetic cannabinoids (e.g., spice, K2, JWH-018, JWH-073).
- 6. Peptide Hormones and Analogues:** Growth hormone (hGH); human chorionic gonadotropin (hCG); erythropoietin (EPO); IGF-1; etc.
- 7. Anti-Estrogens:** Anastrozole; tamoxifen; formestane; ATD; clomiphene; SERMS (nolvadex); Arimidex; clomid; evista; fulvestrant; aromatase inhibitors (Androst-3, 5-dien-7, 17-dione), etc.
- 8. Beta-2 Agonists:** Bambuterol; formoterol; salbutamol; salmeterol; higenamine; norcoclaurine; etc.

Additional examples of banned drugs can be found at www.ncaa.org/drugtesting.

Any substance that is chemically related to the class, even if it is not listed as an example, is also banned!

Information about ingredients in medications and nutritional/dietary supplements can be obtained by contacting the **Resource Exchange Center (REC)** at **877-202-0769** or www.drugfreesport.com/rec password: **ncaa1, ncaa2 or ncaa3**.

It is your responsibility to check with the appropriate or designated athletics staff before using any substance.

**Midwestern State University Emergency Action Plan
Athletic Training Clinic: 156 Ligon Coliseum**

Emergency Personnel:

- During operating hours, there will be at least one Certified Athletic Trainer or Licensed Athletic Trainer (ATC/LAT).
- Athletic Training Students (ATS) may also be available to assist ATC/LAT.

Emergency Equipment:

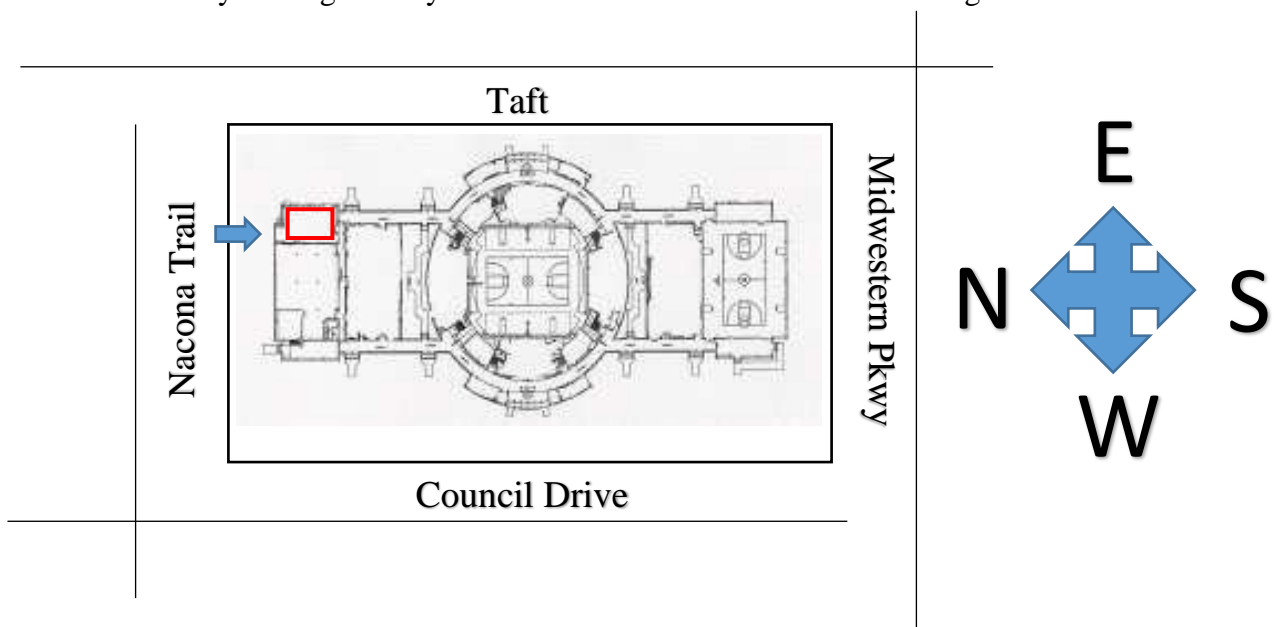
- Automated external defibrillator (AED)
- First aid supplies
- Blood borne pathogen containers
- Splinting supplies
- Spine board

Emergency Procedure:

- ATC/LAT will evaluate the severity of injury or illness.
- Emergency equipment retrieval, as per ATC/LAT.
- Activate emergency medical system (EMS) as per ATC/LAT:
 - Call 9-911, one land line on west side of ATRN and one in each of the three offices (911 from cell phone).
 - Notify campus police at x4239 (940-397-4239 from cell phone).
 - Information to be given: name, address, telephone number, number of individuals injured, condition of injured, first aid treatment, where person will meet ambulance, specific directions, other information as directed.
- If necessary, ATC/LAT will accompany athlete to ER with insurance papers ATC/LAT will notify parents.

Venue Directions:

- Ambulance should go to D. L. Ligon Coliseum, which is located on Council Drive, Nocona Trail, Taft Blvd. and Midwestern Parkway.
- Emergency personnel should enter thru the North side of D.L. Ligon Coliseum (Nocona Trail).
- Use the driveway leading directly to the back doors of the Athletic Training Clinic.



**Midwestern State University Emergency Action Plan
Athletics Weight Room: 109 Ligon Coliseum**

Emergency Personnel:

- During team lifting time, a member of the coaching team will be present
- During operating hours, there will be at least one Certified Athletic Trainer or Licensed Athletic Trainer (ATC/LAT) in the athletic training clinic on the north side of the building.
 - Athletic Training Students (ATS) may also be available to assist the ATC/LAT

Emergency Equipment (located in ATR):

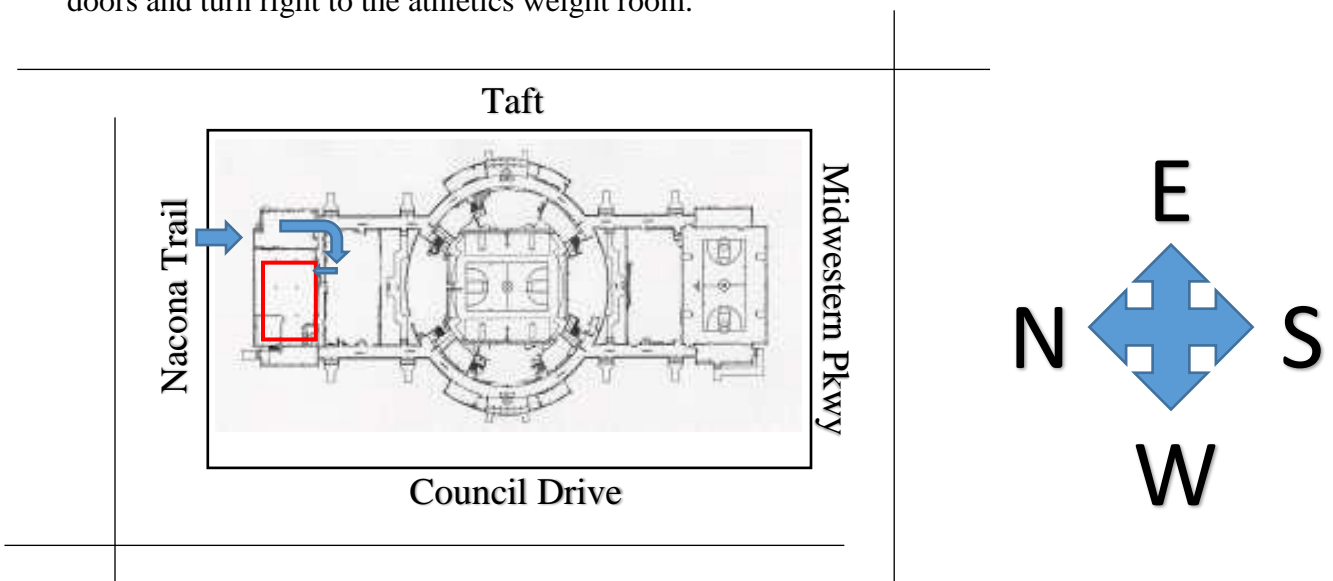
- Automated external defibrillator (AED)
- First aid supplies
- Blood borne pathogen containers
- Splinting supplies
- Spine board

Emergency Procedure:

- Coach will act as the first responder
- Another coach or bystander will notify an ATC/LAT of an emergency by calling the Head Athletic Trainers office at 940-397-6236 or calling supervising ATC/LAT cell phone.
- ATC/LAT will evaluate the severity of injury or illness.
- Activate emergency medical system (EMS) as per ATC/LAT or first responder.
 - Call 9-911 (911 from cell phone), landline located on desk on south side of weight room.
 - Notify campus police at x4239 (397-4239 from cell phone).
 - Information to be given: name, address, telephone number, number of individuals injured, condition of injured, first aid treatment, where person will meet ambulance, specific directions, other information as directed.
- If necessary, ATC/LAT will accompany athlete to ER with insurance papers.
- ATC/LAT will notify parents.

Venue Directions

- Ambulance should go to D.L. Ligon Coliseum, which is located on Council Drive, Nocona Trail, Taft Blvd., and Midwestern Parkway.
- Emergency personnel should enter thru the North side of D.L. Ligon coliseum (Nacona Trail).
- In the building, personnel should go through the athletic training clinic, out the front doors and turn right to the athletics weight room.



Midwestern State University Emergency Action Plan Gerald Stockton Court

Emergency Personnel:

- During practices and games, there will be at least one Certified Athletic Trainer or Licensed Athletic Trainer (ATC/LAT).
- Athletic Training Students (ATS) may also be available to assist the ATC/LAT.

Emergency Equipment:

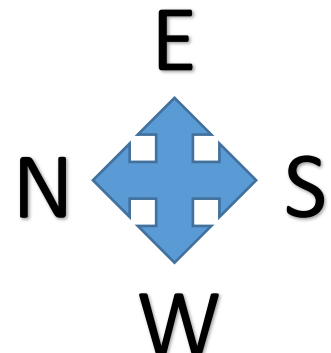
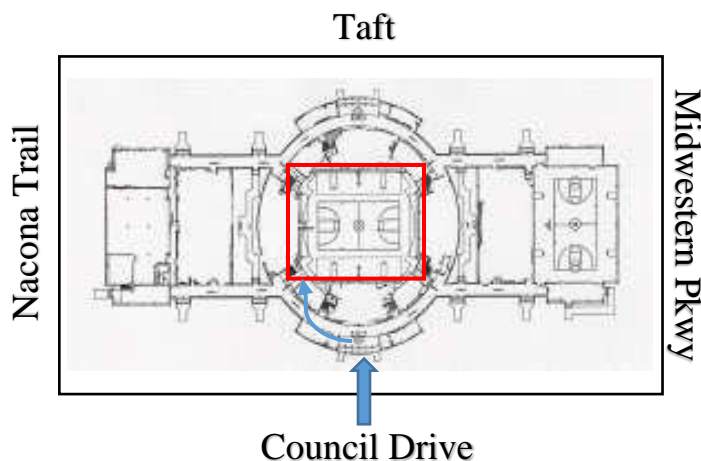
- First aid supplies
- Blood spill kit (game only)
- Splints (game only)
- Crutches (game only)
- AED (game only)
- Spine board (game only)

Emergency Procedure:

- Coach will act as the first responder
- Another coach or bystander will notify an ATC/LAT of an emergency by calling the Head Athletic Trainers office at 940-397-6236 or calling supervising ATC/LAT cell phone.
- ATC/LAT will evaluate the severity of injury or illness
- Emergency equipment retrieval as per ATC/LAT
- Activate emergency medical system (EMS) as per ATC/LAT
 - Call 9-911, closest land line would be in the athletics office in the hallway on the west side of the court (911 from cell phone)
 - Notify campus police at x4239 (940-397-4239 from cell phone)
 - Information to be given: name, address, telephone number, number of individuals injured, condition of injured, first aid treatment, where person will meet ambulance, specific directions, other information as directed
- If necessary, ATC/LAT will accompany athlete to ER with insurance papers
- ATC/LAT will notify parents

Venue Directions:

- Ambulance should go to D. L. Ligon Coliseum, which is located on Council Drive, Nocona Trail, Taft Blvd. and Midwestern Parkway
- Emergency personnel should enter thru the west doors on Council Drive



Midwestern State University Emergency Action Plan Don Flatt Gymnasium: 101 Ligon Coliseum

Emergency Personnel:

- During practice, there will be at least one Certified Athletic Trainer or Licensed Athletic Trainer (ATC/LAT).
- Athletic training students (ATS) may also be available to assist the ATC/LAT.

Emergency Equipment:

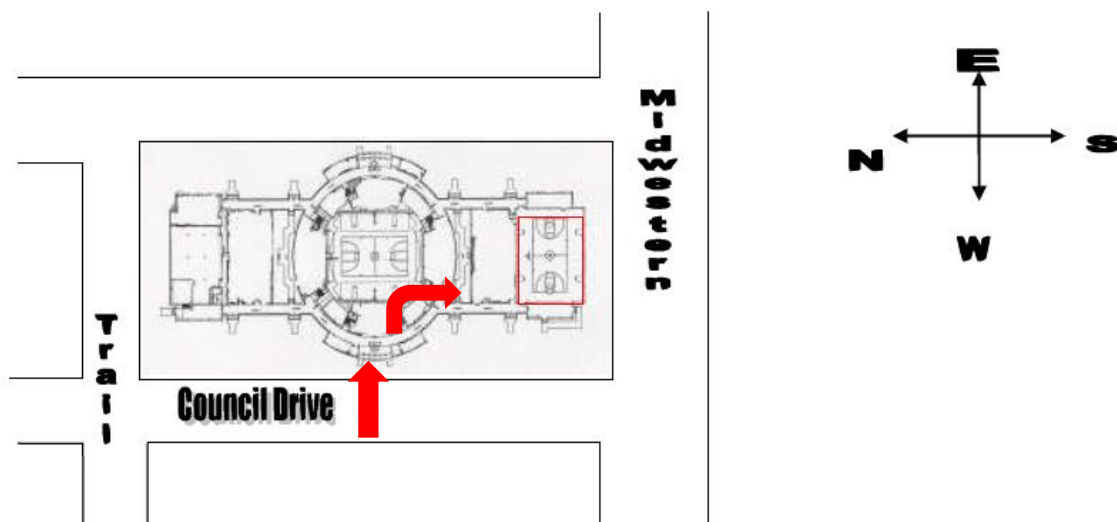
- First aid supplies
- Splints
- AED
- Blood spill kit (game only)
- Crutches (game only)
- Spine board (game only)

Emergency Procedure:

- Coach will act as the first responder
- Another coach or bystander will notify an ATC/LAT of an emergency by calling the Head Athletic Trainers office at 940-397-6236 or calling supervising ATC/LAT cell phone.
- ATC/LAT will evaluate the severity of injury or illness
- Emergency equipment retrieval as per ATC/LAT
- Activate emergency medical system (EMS) as per ATC/LAT
 - Call 9-911, land line located in Rec Sports office on west side of gym (911 from cell phone).
 - Notify campus police at x4239 (940-397-4239 from cell phone).
 - Information to be given: name, address, telephone number, number of individuals injured, condition of injured, first aid treatment, where person will meet ambulance, specific directions, other information as directed.
- If necessary, ATC/ LAT will accompany athlete to ER with insurance papers.
- ATC/LAT will notify parents.

Venue Directions:

- Ambulance should go to D. L. Ligon Coliseum, which is located on Council Drive, Nocona Trail, Taft Blvd. and Midwestern Parkway.
- Emergency personnel should enter thru the west doors on Council Drive and turn right.



**Midwestern State University Emergency Action Plan
Football Game Field-4709 Barnett Road**

Emergency Personnel:

- During games, there will be at least one Certified Athletic Trainer or Licensed Athletic Trainer (ATC/LAT) at the field
- Team Physician or Team Physician Designee
- Athletic Training Students (ATS) may also be available to assist the ATC/LAT
- Two EMT's

Emergency Equipment:

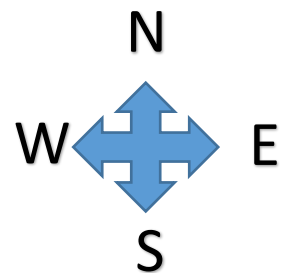
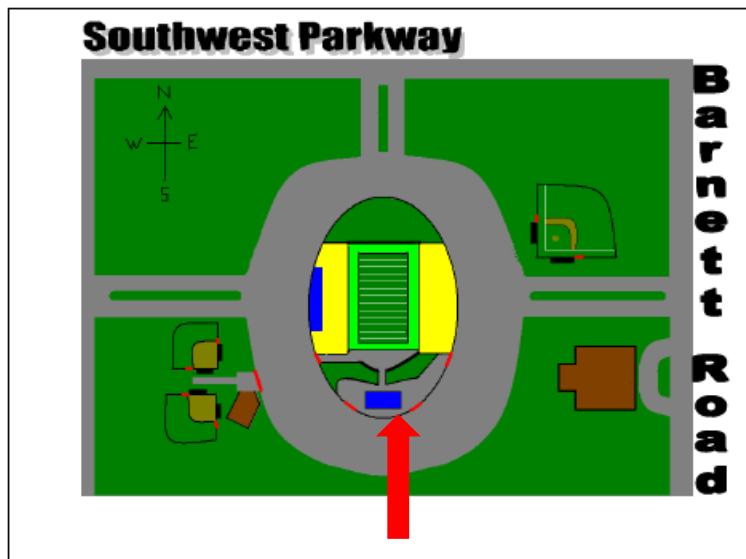
- First aid supplies
- Spine Board
- Crutch kit/splinting supplies
- Gurney
- AED
- Ambulance

Emergency Procedure:

- Coach will act as the first responder
- Another coach or bystander will notify an ATC/LAT of an emergency by calling the Head Athletic Trainers office at 940-397-6236 or calling supervising ATC/LAT cell phone.
- ATC/LAT will evaluate the severity of injury or illness
- Do not remove helmet or shoulder pads for possible head or spinal injury
- Emergency equipment retrieval as per ATC/LAT
- Activate emergency medical system (EMS) as per ATC/LAT
 - Call EMS on to the field
 - If ambulance is not present, call 911 from cell phone, closest land line available in home locker room
 - Information to be given: name, address, telephone number, number of individuals injured, condition of injured, first aid treatment, where person will meet ambulance, specific directions, other information as directed
- If necessary, ATC/LAT will accompany athlete to ER with insurance papers
- ATC/LAT will notify parents

Venue Directions:

- There will be an ambulance on site for all games, on the south side of the field.
- Additional ambulances can gain access through Southwest Parkway or Barnett Road, and should proceed to the south gates near the locker rooms, and use the ramp to gain access to the field and enter through the South side of the field (indicated by red arrow).



Midwestern State University Emergency Action Plan Football Practice Fields

Emergency Personnel:

- During practice, there will be at least one Certified Athletic Trainer or Licensed Athletic Trainer (ATC/LAT) at the practice field.
- Athletic Training Students (ATS) may also be available to assist the ATC/LAT.

Emergency Equipment:

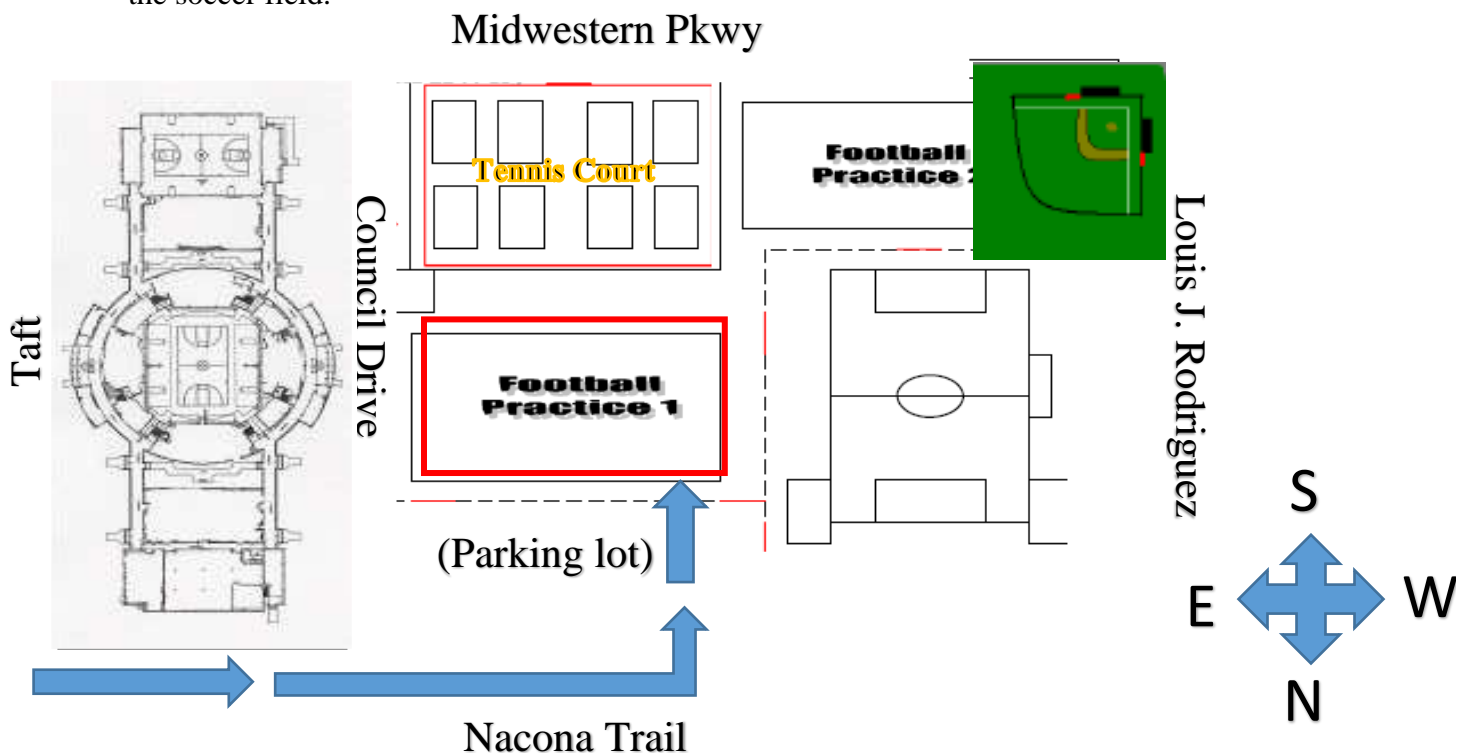
- First aid supplies
- Spine Board
- Crutch kit/splinting supplies

Emergency Procedure:

- Coach will act as the first responder
- Another coach or bystander will notify an ATC/LAT of an emergency by calling the Head Athletic Trainers office at 940-397-6236 or calling supervising ATC/LAT cell phone.
- ATC/LAT will evaluate the severity of injury or illness.
- Do not remove helmet or shoulder pads for possible head or spinal injury.
- Emergency equipment retrieval as per ATC/LAT.
- Activate emergency medical system (EMS) as per ATC/LAT.
 - Call 911 from cell phone, land lines available in soccer press box on west side of soccer field or tennis office on northeast side of tennis courts.
 - Notify campus police at 397-4239 from cell phone.
 - Information to be given: name, address, telephone number, number of individuals injured, condition of injured, first aid treatment, where person will meet ambulance, specific directions, other information as directed.
- If necessary, ATC/LAT will accompany athlete to ER with insurance papers.
- ATC/LAT will notify parents.

Venue Directions:

- Emergency personnel should enter football practice field 1 at the gate by the north side of the soccer field.
- Emergency personnel should enter football practice field 2 at the gate by the west side of the soccer field.



Midwestern State University Emergency Action Plan Soccer Game Field

Emergency Personnel:

- During games, there will be at least one Certified Athletic Trainer or Licensed Athletic Trainer (ATC/LAT) present.
- Athletic Training Students (ATS) may also be available to assist the ATC/LAT

Emergency Equipment:

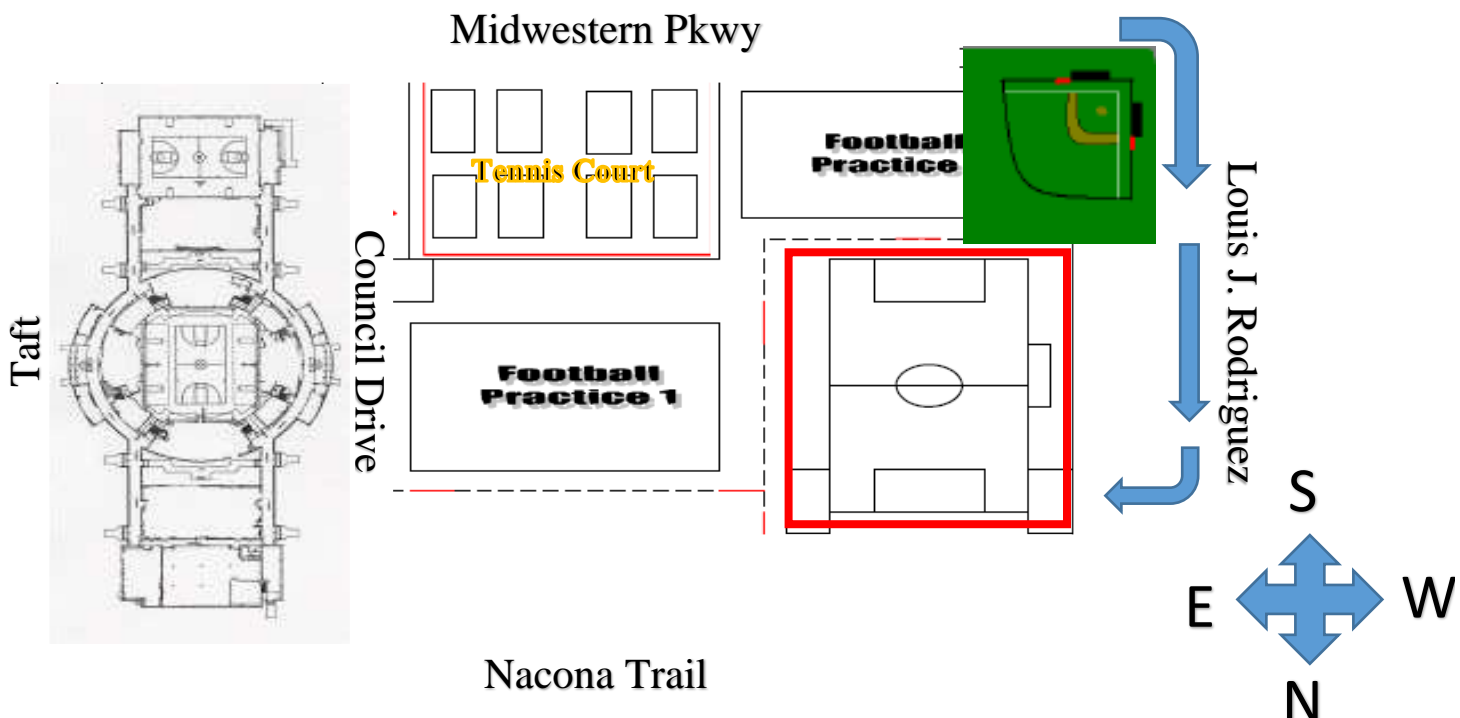
- First aid supplies
- Splints
- AED
- Blood spill kit (game only)
- Crutches (game only)
- Spine board (game only)

Emergency Procedure:

- Coach will act as the first responder
- Another coach or bystander will notify an ATC/LAT of an emergency by calling the Head Athletic Trainers office at 940-397-6236 or calling supervising ATC/LAT cell phone.
- ATC/LAT will evaluate the severity of injury or illness.
- Emergency equipment retrieval as per ATC/LAT.
- Activate emergency medical system (EMS) ATC/LAT.
 - Call 911 from cell phone, land line available in press box on west side of field
 - Notify campus police at 940-397-4239 from cell phone
 - Information to be given: name, address, telephone number, number of individuals injured, condition of injured, first aid treatment, where person will meet ambulance, specific directions, other information as directed.
- If necessary, ATC/LAT will accompany athlete to ER with insurance papers.
- ATC/LAT will notify parents.

Venue Directions:

- Emergency personnel should enter the field at the gate on the northeast side of the soccer field



Midwestern State University Emergency Action Plan Soccer Practice Fields

Emergency Personnel:

- During practice, there will be at least one Certified Athletic Trainer or Licensed Athletic Trainer (ATC/LAT) at the practice field.
- Athletic Training Students (ATS) may also be available to assist the ATC/LAT.

Emergency Equipment:

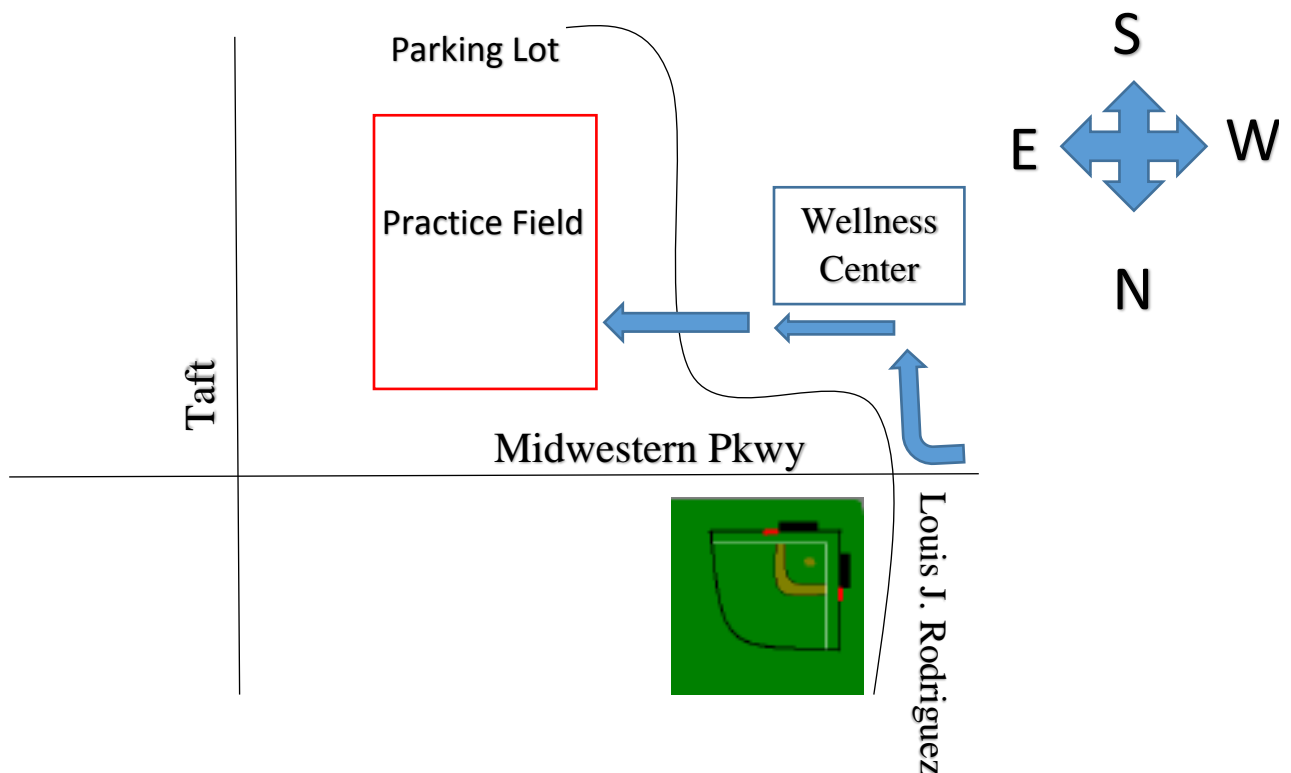
- First aid supplies
- Splints
- AED
- Blood spill kit (game only)
- Crutches (game only)
- Spine board (game only)

Emergency Procedure:

- Coach will act as first responder (if ATC/LAT is not present)
- Another coach or bystander will notify an ATC/LAT of an emergency by calling the Head Athletic Trainers office at 940-397-6236 or calling supervising ATC/LAT cell phone.
- Emergency equipment retrieval as per ATC/LAT.
- Activate emergency medical system (EMS) as per ATC/LAT.
 - Call 911 from cell phone, nearest land line in the Outdoor Education Center south of the practice fields.
 - Notify campus police at 940-397-4239 from cell phone.
 - Information to be given: name, address, telephone number, number of individuals injured, condition of injured, first aid treatment, where person will meet ambulance, specific directions, other information as directed.
- If necessary, ATC/LAT will accompany athlete to ER with insurance papers.
- ATC/LAT will notify parents.

Venue Directions:

- The practice soccer fields are located off of Midwestern Parkway.
- Emergency personnel should enter the north field at the west entrance.
- Emergency personnel should enter the south field at the south entrance.



Midwestern State University Emergency Action Plan Tennis Courts

Emergency Personnel:

- During matches, there will be at least one Certified Athletic Trainer or Licensed Athletic Trainer (ATC/LAT) present
- Athletic Training Students (ATS) may also be available to assist the certified licensed athletic trainer

Emergency Equipment:

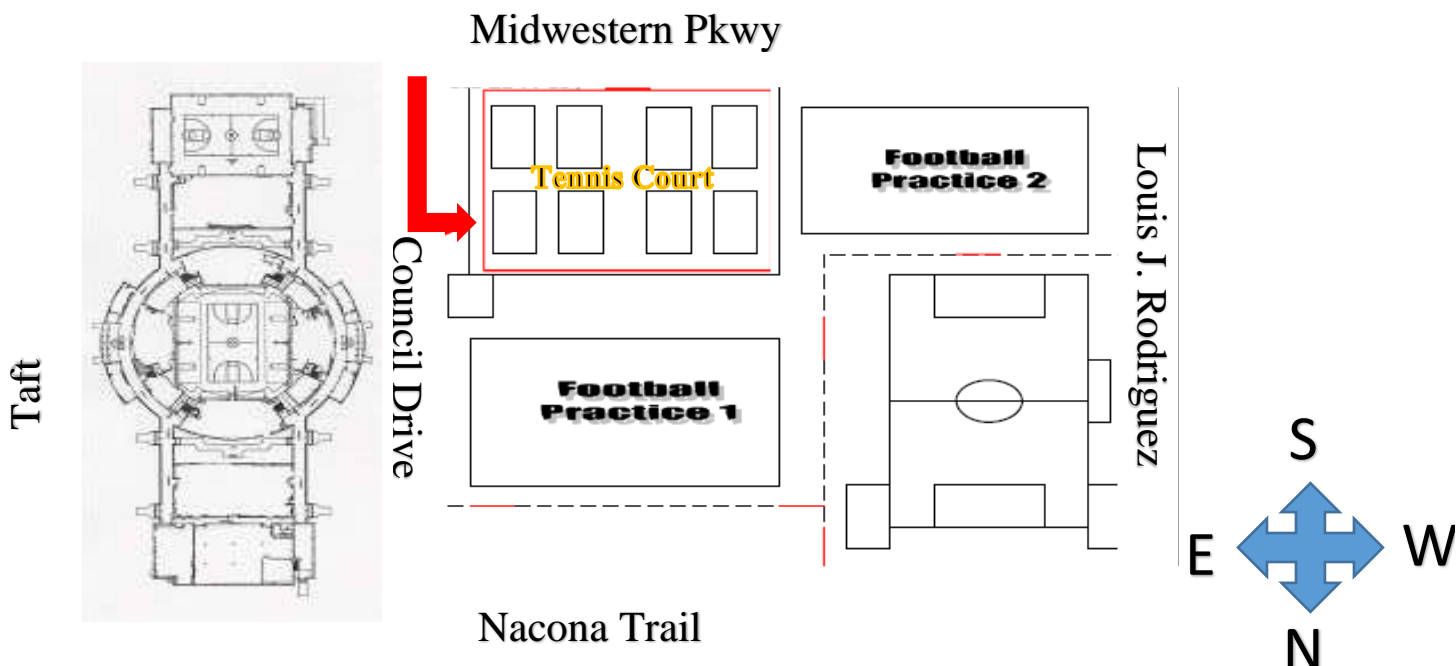
- First aid supplies
- AED (game only)
- Splints (game only)
- Blood spill kit (game only)
- Crutches (game only)
- Spine board (game only)

Emergency Procedure:

- Coach will act as the first responder (if ATC/LAT is not present)
- Another coach or bystander will notify an ATC/LAT of an emergency by calling the Head Athletic Trainers office at 940-397-6236 or calling supervising ATC/LAT cell phone.
- Emergency equipment retrieval as per ATC/LAT
- Activate emergency medical system (EMS) as per ATC/LAT
 - Call 9-911, nearest land line in tennis office on the Northeast side of the courts (911 from cell phone)
 - Notify campus police at x 4239 (940-397-4239 from cell phone)
 - Information to be given: name, address, telephone number, number of individuals injured, condition of injured, first aid treatment, where person will meet ambulance, specific directions, other information as directed
- If necessary, ATC/LAT will accompany athlete to ER with insurance papers
- ATC/LAT will notify parents

Venue Directions:

- Emergency personnel should enter the tennis court on Council Drive from Midwestern Parkway



Midwestern State University Emergency Action Plan Softball Field

Emergency Personnel:

- During practices, there will not be Certified Athletic Trainer or Licensed Athletic Trainer (ATC/LAT) present
- During practice hours, there will be at least one ATC/LAT in the athletic training clinic on the North side of Ligon Coliseum
- Athletic Training Students (ATS) may also be available to assist the ATC/LAT

Emergency Equipment:

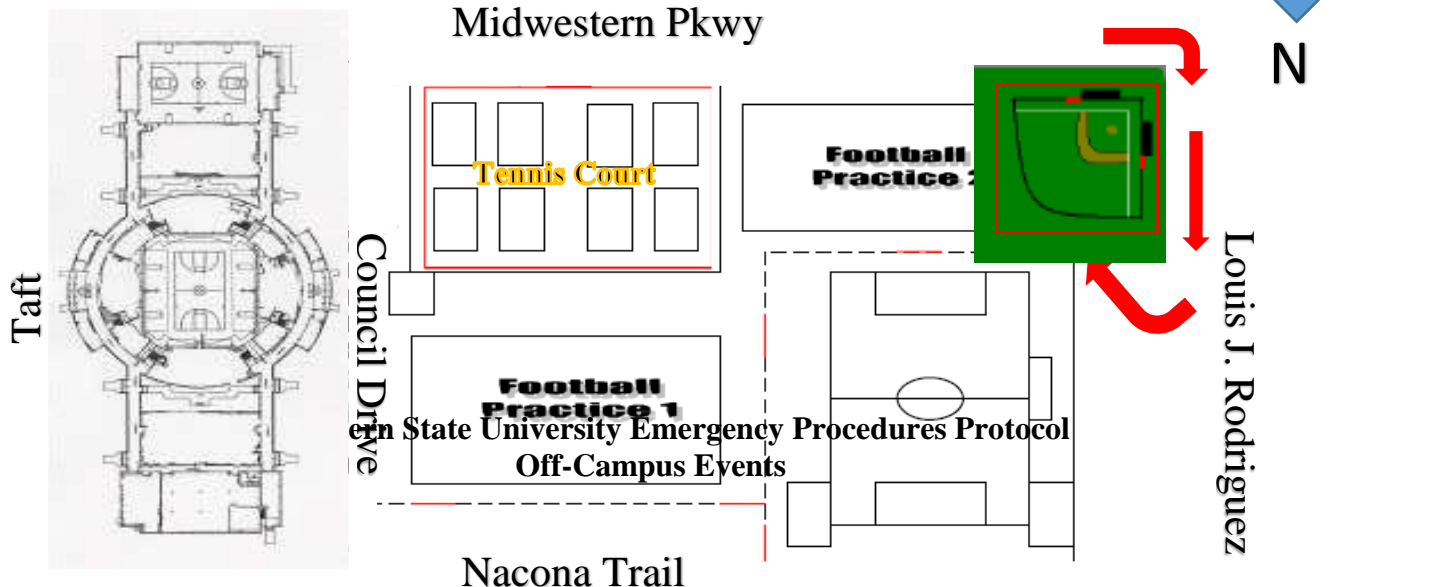
- First aid supplies
- Splints
- AED
- Blood spill kit (game only)
- Crutches (game only)
- Spine board (game only)

Emergency Procedure:

- Coach will act as the first responder
- Another coach or bystander will notify an ATC/LAT of an emergency by calling the Head Athletic Trainers office at 940-397-6236 or calling supervising ATC/LAT cell phone.
- ATC/LAT will evaluate the severity of injury or illness
- Emergency equipment retrieval as per ATC/LAT
- Activate emergency medical system (EMS) as per ATC/LAT or first responder
 - Call 9-911, closest land line in tennis office on the Northeast side of the tennis courts (911 from cell phone)
 - Notify campus police at x 4239 (940-397-4239 from cell phone)
 - Information to be given: name, address, telephone number, number of individuals injured, condition of injured, first aid treatment, where person will meet ambulance, specific directions, other information as directed
- If necessary, ATC/LAT will accompany athlete to ER with insurance papers
- ATC/LAT will notify parents

Venue Directions:

- Emergency personnel should enter the softball field on Louis J. Rodriguez from Midwestern Pkwy



Athlete Injured in an Away Game or Off-Campus Practice:

Emergency personnel:

- A Certified Athletic Trainer or Licensed Athletic Trainer (ATC/LAT) will accompany most athletic teams when they travel.
 - Exception: Tennis
- Athletic Training Students (ATS) may also be available to assist the ATC/LAT.
- Host school will also provide an ATC/LAT.

Emergency Equipment:

- Each team will travel with a stocked kit including first aid supplies.
- Football also travels with a splint/crutch kit.

Emergency Procedure:

- ATC/LAT will evaluate the severity of injury or illness.
- Host ATC/LAT will assist with emergency equipment Activate emergency medical system (EMS) as per ATC/LAT.
 - Call 911 or host campus police.
 - Information to be given: name, address, telephone number, number of individuals injured, condition of injured, first aid treatment, where person will meet ambulance, specific directions, other information as directed.
- If necessary, ATC/LAT will accompany athlete to ER with insurance papers.
- ATC/LAT will notify parents
- ATC/LAT will notify supervising ATC/LAT or Head ATC/LAT
- After competition a member of the coaching team will go to the hospital
 - Transport athlete home, if possible.
 - If not possible to transport, family member will stay with athlete.
 - If no family member, assistant coach stays with athlete.
 - If no assistant coach, ATC/LAT stays with athlete.

Emergency in Hotel on Away Trip:

Emergency Personnel:

- A Certified Athletic Trainer or Licensed Athletic Trainer (ATC/LAT) will accompany most athletic teams when they travel
 - Exception: tennis
- Athletic Training Students (ATS) may also be available to assist the ATC/LAT

Emergency Equipment:

- Each team will travel with a stocked kit including first aid supplies
- Football also travels with a splint/crutch kit

Emergency Procedure:

- ATC/LAT will evaluate the severity of injury or illness
- Activate emergency medical system (EMS) as per ATC/LAT
 - Call 911
 - Notify front desk of hotel.
 - Information to be given: name, address, telephone number, number of individuals injured, condition of injured, first aid treatment, where person will meet ambulance, specific directions, other information as directed.
- If necessary, ATC/LAT will accompany athlete to ER with insurance papers
- ATC/LAT will notify parents
- ATC/LAT will notify supervising ATC/LAT or Head ATC/LAT
- Before leaving to return home, a member of the coaching staff will go to the hospital
 - Transport athlete home, if possible.
 - If not possible to transport, family member will stay with athlete.
 - If no family member, assistant coach stays with athlete.
 - If no assistant coach, ATC/LAT stays with athlete.

Emergency While in Route to Away Game / Practice:

Emergency Personnel:

- A Certified Athletic Trainer or Licensed Athletic Trainer (ATC/LAT) will accompany most athletic teams when they travel.
 - Exception: tennis.
- Athletic Training Students (ATS) may also be available to assist the ATC/LAT

Emergency Equipment:

- Each team will travel with a stocked kit including first aid supplies
- Football also travels with a splint/crutch kit

Emergency Procedure:

- ATC/LAT will evaluate the severity of injury or illness
- Activate emergency medical system (EMS) as per ATC/LAT
 - Call 911
 - Information to be given: name, address, telephone number, number of individuals injured, condition of injured, first aid treatment, where person will meet ambulance, specific directions, other information as directed.
- If necessary, ATC/LAT will accompany athlete to ER with insurance papers
- ATC/LAT will notify parents
- ATC/LAT will notify supervising ATC/LAT or Head ATC/LAT
- Before leaving to return home, a member of the coaching staff will go to the hospital
 - Transport athlete home, if possible
 - If not possible to transport, family member will stay with athlete
 - If no family member, assistant coach stays with athlete
 - If no assistant coach, ATC/LAT stays with athlete