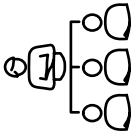




EMERGENCY ACTION PLAN (EAP)

Date:

Event: _____ Location: _____



Charge Person



Call Person

Blank grey box for Charge Person name

Blank grey box for Call Person name

Backup

Backup

Blank grey box for Charge Person backup

Blank grey box for Call Person backup

Backup

Backup

Blank grey box for Charge Person backup

Blank grey box for Call Person backup



Important Addresses



Emergency Phone Numbers

Site or Facility (Address, City, Province)

Emergency Services

Blank grey box for Site or Facility

Blank grey box for Emergency Services

Nearest Hospital (Address, City, Province)

Facility Manager or Superintendent

Blank grey box for Nearest Hospital

Blank grey box for Facility Manager or Superintendent

Additional Location Information

Other

Blank grey box for Additional Location Information

Blank grey box for Other



EMERGENCY ACTION PLAN (EAP)

Date:

Event: _____ Location: _____

Directions to site/facility

Charge Person Responsibilities

1. Conduct an initial assessment of the injury.
2. Designate someone to watch the other participants (stop all activities and ensure all participants are in a safe area if nobody is available to supervise).
3. Wait with the injured participant and help keep them calm until emergency medical services arrive and conduct their assessment of the injury.
4. Record the injury using their club's accident report form.

Call Person Responsibilities

1. Call for emergency help.
2. Provide all necessary information to dispatch.
 - The facility location
 - The closest access door to the injured participant
 - The nature of the injury
 - A description of first aid that has been performed
 - Other medical information, such as allergies or medical conditions
3. Clear any traffic from the facility entrance or access road before the ambulance arrives.
4. Wait by the entrance to direct the ambulance.
5. Call the participant's emergency contact person.
6. Assist the charge person as needed.

REMINDERS

- You can save and re-use this form to prepare an EAP for your usual practice site and for any site where you host competitions.
- When preparing for away competitions, ask the host team or host facility for a copy of their EAP in advance.
- Attach the medical profile and parent or caregiver contact information for each participant to this emergency action plan.