UNIVERSITY OF TEXAS-SAN ANTONIO
SPORTS MEDICINE/
DEPARTMENT OF INTERCOLLEGIATE ATHLETICS
EMERGENCY MEDICAL ACTION PLAN

INTRODUCTION

Emergency situations may occur at any time during an athletic event, an event refers to practices and competitions. Medical emergencies are not limited to student-athletes but can also occur to coaches, department support staff, student support staff, and spectators. Because of the possibility of an emergency, the athletic department and the department of sports medicine has an obligation to have an emergency medical action plan in place and prepared to be properly implemented so that the best possible care will be provided in a timely manner. Since medical emergencies can occur at any time and during any activity the sports medicine team must be prepared. Preparation for a medical emergency includes formation of an emergency plan, proper coverage of athletic events, maintenance of emergency equipment and supplies, utilization of appropriate emergency medical personnel, and continuing education in the area of emergency medicine, and emergency management and planning. Some potential medical emergencies to student-athletes can be avoided through pre-participation physical screenings, safe practice and training techniques and safe play areas. Even though every precaution is taken it is important to understand that medical emergencies can still occur. But with an emergency medical action plan and proper training, these situations can be handled appropriately.
There are several components of an emergency medical action plan, these include:

- Emergency Team
- Initial responders
- Emergency Communication
- Proper Emergency Equipment
- Expedient Action
- Maps and Directions for Various Venues

EMERGENCY TEAM

The implementation of an emergency medical plan cannot take place without the formation of an emergency team. Initially this team consists of team physicians and staff athletic trainers. These people are responsible for the formation of the plan. Once a emergency takes place the emergency team can vary depending who is at the scene. This can include a team physician, staff athletic trainer, student-athletic trainer, UTSA police, coach, staff strength coach, department support staff, student support staff, or spectators. In any case the roles of these people will vary depending on the amount of members on the team, the venue and the preference of the person in charge which is usually a staff athletic trainer. There are four priorities of the emergency team. The first is the immediate care of the victim, this will be left up to the most qualified individual at the scene. Individuals who are less qualified should yield to those who have more appropriate training. The second priority is equipment retrieval, this may be done by anyone on the emergency team who is familiar with the types and location of specific equipment needed. The third priority is the activation of the EMS system. Depending on the type and severity of emergency this may become the second priority. Activation of EMS is

required when they are not already at the sporting event. If EMS is not at the scene they should be activated as soon as it is deemed necessary. Time is the most critical factor in an emergency situation. Activating EMS can be done by anyone on the team, but the person chosen for this should be someone who is calm under pressure situations and who can communicate well over the telephone. This person should be able to communicate the nature of the emergency as well as the location and address of the emergency.
The fourth role of the emergency team is that of directing EMS to the scene. In most cases this will be a member of the UTSA police department as one of their roles in an emergency is to escort emergency vehicles to the scene.

ROLES OF THE EMERGENCY TEAM

- **Immediate care of the victim**
- **Emergency Equipment Retrieval**
- **Activation of the Emergency Medical Services**
- **Direction of EMS to the Scene**

INITIAL RESPONDERS

Typically when a medical emergency occurs at an athletic event the initial responder will be either a certified and/or licensed athletic trainer or a student-athletic trainer. In some cases a physician may be present at an athletic event but this will depend on the event and location. The initial responder may also be a coach or departmental support staff person. In either case the initial responder should be trained in cardiopulmonary resuscitation (CPR). It is also preferred that the initial responder have knowledge of basic first aid and the prevention of disease transmission. In addition the initial responder should be familiar with the emergency medical action plan.

EMERGENCY COMMUNICATION

In the event that a medical emergency arises and EMS activation is required but not on site, communication will be very critical to ensure that the most expedient and best care will be given to the victim. Should an EMS unit be needed the first contact will always be with the university police, they in turn will contact emergency medical services and work with the athletic training staff as to where EMS needs to go. Access to locked gates should be made readily available. Either a coach, staff trainer, UTSA police or physical plant should have keys to all locked gates on campus.
The university police can be contacted for emergencies by dialing 4911 or 911 on a campus phone. If a mobile phone is being used you will need to call 458-4911. At or near all outdoor venues there are speakerphones that connect directly to the university dispatch, if a phone is unavailable this may be used. *ALWAYS* call the university police if EMS is needed, this will always be your first means of contact.
The university police will also dispatch an officer to the scene to document the incident and give assistance as needed. There is also a fire department located just northwest of the campus on Babcock road. Typically they will respond in the event of a medical emergency for support.

The person making the call to the university police requesting an EMS unit should give the following information:

- Your name
- Nature of the emergency.
- Location
- How to best access the site.
- Any other information as necessary or requested.

PROPER EMERGENCY EQUIPMENT

The UTSA sports medicine department and its staff are responsible for having proper emergency equipment and keeping it in good working order. Team physicians, staff athletic trainers, and student athletic trainers are expected to have a working knowledge of this equipment. The emergency equipment available should be appropriate for the level of training for the emergency medical providers.

MEDICAL EMERGENCY TRANSPORTATION

In evaluating a medical emergency, the primary survey helps the emergency care provider in identifying emergencies requiring intervention and in determining transport decisions. In an emergency where the victim is unstable transportation should occur by ambulance. Emergency care providers should refrain from transporting unstable victims in inappropriate vehicles. In addition care must be taken to ensure that the sporting event continues to have medical supervision should the emergency care provider leave the site and travel with the victim to a medical facility. In an emergency situation where there is a compromised level of conscious, airway, breathing or circulation, or there is a neurovascular problem, these should be considered a "*load and go"* situation. This means that there should be a rapid evaluation, treatment and transportation of the victim. In order to provide the best possible care at a medical facility there are two level 1 trauma centers in San Antonio, University Hospital and Brook Army Medical Center (BAMC), either one of these facilities can handle any trauma situation. In addition there are a host of other hospitals that can handle most medical situations. The nature and severity of the injury and the status of the hospitals will determine which medical facility is used in addition of the preference of the victim. If the victim is a UTSA student-athlete and is considered critical then University Hospital will be used. If it is not life threatening the choice of medical facility may be at the discretion of the team physician or the staff trainer, or may be dictated by capacities of local emergency departments at that time.

CRISIS MANAGEMENT PLAN

The athletic department has a crisis management plan in place. The emergency medical action plan is not meant to replace the crisis management plan but rather is to be used in conjunction with it as deemed appropriate.

C*ONCLUSION*

The importance of being properly prepared for emergency medical situations cannot be stressed enough. A victim's survival may hinge on how well the sports medicine team is prepared to handle these situations. Administrators, team physicians, athletic trainers, and coaches should be familiar with policies and procedures in regards to handling emergency medical situations as they arise. The University of Texas-San Antonio stresses the importance in its preparedness of emergency situations.

EMERGENCY PHONE NUMBERS AND CONTACTS

Training Room – 210/458-4178

Jerry Greeson - Head Athletic Trainer – Office – 210/458-4178, Mobile – 210/365-8316

Brenna Ellis – Asst. Athletic Trainer – Office – 210/458-4178, Mobile – 210/887-6543

UTSA Police – Emergency - 210/458-4911
Non-Emergency – 210/458-4242

Physical Plant Operations – 210/458-5277

Physical Address of the University – 6900 N. Loop 1604 W.
San Antonio, Texas 78249-0691

EMERGENCY PLAN FOR UTSA BASEBALL FIELD

Emergency Personnel – Certified and/or licensed athletic trainer and student athletic trainer on site for competition, student athletic trainer on site for all practices. Additional sports medicine staff available from the training room located in the Convocation Center.

Emergency Communications – There are fixed telephone lines in the press box, those numbers are: 210/458-4612, 210/458-4613, 210/458-4807, 210/458-4808, and 210/458-4809. In addition there is a speaker box located in parking lot 10 just south of the baseball field. This box connects directly with the UTSA police department. The phone number for the UTSA police is 210/458-4911. From a campus phone the number is 4911. ***ALWAYS*** contact the university police if EMS is needed.

Emergency Equipment – First aid supplies, splints on site. Crutches and any other equipment available from the training room located in the Convocation Center.

Role of First Responder –

1) Immediate care of the injured or ill victim.
2) Emergency equipment retrieval, or activation of EMS system depending on the nature of the emergency.
3) Activation of the emergency medical system.
   Call university police at 4911 or from a cell phone at 210/458-4911. Provide the following information: Your name, location, your emergency and the condition of the victim.
4) Designate a person to direct university police and EMS to the scene
5) Make sure any accessible gates are unlocked.

Directions to the Baseball field

From the North Side of Campus – Enter campus via Walter Brennan Avenue, turn right on Margaret Tobin. Follow this road until it forks, take the left fork and follow to the baseball field.

From the South Side of Campus – Enter campus via Edward Ximenes Avenue, at the three way stop sign turn left. At the next four way stop sign turn right. Stay on this road until you get to Margaret Tobin (this will be the last road before you get to Loop 1604. Turn left here, follow this road until it forks, take the left fork and follow to the baseball field.

Helicopter Access – Either in parking Lot 10, the field adjacent to the baseball field, or the field itself depending on surface conditions.

EMERGENCY PLAN FOR UTSA SOFTBALL FIELD

Emergency Personnel – Certified and/or licensed athletic trainer and student athletic trainer on site for competition, student athletic trainer on site for all practices. Additional sports medicine staff available from the training room located in the Convocation Center.

Emergency Communications – There are fixed telephone lines in the press box, those numbers are: 210/ 458-4896, 210/458-4897, and 210/458-4898. In addition there is a speaker box located at the track just east of the softball field, and an additional speaker box just behind the tennis courts at the parking directly behind the physical education building. This box connects directly with the UTSA police department. The phone number for the UTSA police is 210/458-4911. From a campus phone the number is 4911. ***ALWAYS*** contact the university police if EMS is needed.

Emergency Equipment – First aid supplies, splints on site. Crutches and any other equipment available from the training room located in the Convocation Center.

Role of First Responder –

1) Immediate care of the injured or ill victim.
2) Emergency equipment retrieval, or activation of EMS system depending on the nature of the emergency.
3) Activation of the emergency medical system.
   Call university police at 4911 or from a cell phone at 210/458-4911. Provide the following information: Your name, location, your emergency and the condition of the victim.
4) Designate a person to direct university police and EMS to the scene
5) Make sure any accessible gates are unlocked.

Directions to the Softball Field

From the North Side of Campus – Enter campus via Walter Brennan Avenue. Stay on Walter Brennan, there is a parking lot just north of the tennis courts. Go through the parking lot, there will be a road that will get to the softball field. Or stay on Walter Brennan and follow this road until it runs alongside the softball field.

From the South Side of Campus – Enter campus via Edward Ximenez Avenue. At the three way stop sign turn left. At the next four way stop sign turn right. Continue on this road until it runs adjacent to the softball field, or follow this road and turn left in the parking lot just north of the tennis courts. Go through the parking lot, there will be a road that will get to the softball field.
NOTE: The road through the parking lot may not be big enough for a fire truck.

Helicopter Access – Either the infield of the track and access the softball field through a series of gates, directly on the softball field, or in the area just west of the physical education building.

EMERGENCY PLAN FOR UTSA TENNIS COURTS

Emergency Personnel – Certified and/or licensed athletic trainer and student athletic trainer on site for competition, student athletic trainer on site for all practices. Additional sports medicine staff available from the training room located in the Convocation Center.

Emergency Communications – There are fixed telephone lines at the tennis center, those numbers are: 210/458-4167 located in the main part of the tennis center, 210/458-4177 which is the women's tennis coaches phone, 210/458-458-4193 which is the men's tennis coaches phone, and 210/458-4198 which is the golf coaches phone which is in the tennis center, In addition there is a speaker box just behind the tennis courts at the parking directly behind the physical education building. This box connects directly with the UTSA police department. The phone number for the UTSA police is 210/458-4911. From a campus phone the number is 4911. ***ALWAYS*** contact the university police if EMS is needed.

Emergency Equipment – First aid supplies, splints on site. Crutches and any other equipment available from the training room located in the Convocation Center.

Role of First Responder –

1) Immediate care of the injured or ill victim.
2) Emergency equipment retrieval, or activation of EMS system depending on the nature of the emergency.
3) Activation of the emergency medical system.
   Call university police at 4911 or from a cell phone at 210/458-4911. Provide the following information: Your name, location, your emergency and the condition of the victim.
4) Designate a person to direct university police and EMS to the scene
5) Make sure any accessible gates are unlocked.

Directions to the Tennis Courts

From the North Side of Campus – Enter campus via Walter Brennan Avenue, stay on Walter Brennan and this road will go by the tennis courts. There is a parking lot on the south side of the courts.

From the South Side of Campus – Enter campus via Edward Zimenes Avenue, turn left at the three way stop sign, turn right at the four way stop sign and follow this road as it will go by the tennis courts. There is a parking lot on the south side of the courts.

Helicopter Access – There is an open area just west of the physical education building. Additionally there is a parking lot just north of the tennis courts that may be available.

EMERGENCY PLAN FOR UTSA TRACK

Emergency Personnel – Certified and/or licensed athletic trainer and student athletic trainer on site for competition, student athletic trainer on site for all practices. Additional sports medicine staff available from the training room located in the Convocation Center.

Emergency Communications – There are no fixed telephone lines at the track, there is a speaker box located at the track. This box connects directly with the UTSA police department. The phone number for the UTSA police is 210/458-4911. From a campus phone the number is 4911. ***ALWAYS*** contact the university police if EMS is needed.

Emergency Equipment – First aid supplies, splints on site. Crutches and any other equipment available from the training room located in the Convocation Center.

Role of First Responder –

1) Immediate care of the injured or ill victim.
2) Emergency equipment retrieval, or activation of EMS system depending on the nature of the emergency.
3) Activation of the emergency medical system.
   Call university police at 4911 or from a cell phone at 210/458-4911. Provide the following information: Your name, location, your emergency and the condition of the victim.
4) Designate a person to direct university police and EMS to the scene
5) Make sure any accessible gates are unlocked.

Directions to the Track

From the North Side of Campus – Enter campus via Walter Brennan Avenue. Stay on Walter Brennan, there is a parking lot just north of the tennis courts. Go through the parking lot, there will be a road that will get to the track, there will be a double gate that is usually open on the northeast side of the track for access. Or stay on Walter Brennan and follow this road until it runs alongside the track.

From the South Side of Campus – Enter campus via Edward Ximenez Avenue. At the three way stop sign turn left. At the next four way stop sign turn right. Continue on this road until it runs adjacent to the softball field, or follow this road and turn left in the parking lot just north of the tennis courts. Go through the parking lot, there will be a road that will get to the track, there will be a double gate that is usually open on the northeast side of the track.
NOTE: The road through the parking lot may not be big enough for a fire truck.

Helicopter Access – The infield of the track, or the open area just west of the track.

EMERGENCY PLAN FOR UTSA CONVOCATION CENTER AND WEIGHT ROOMS

For medical emergencies in the weight room, the staff strength coaches will be trained in CPR and basic first aid. Interns and volunteers will be required to be CPR certified.

Emergency Personnel – Physician available during men's and women's basketball games. Certified and/or licensed athletic trainer and student athletic trainers on site for competition and practices. Additional sports medicine staff available from the training room located in the Convocation Center.

Emergency Communications – There are a number of fixed telephone lines in the Convocation Center; the number to the training room located in the Convocation Center is 210/458-4178. There is also a speaker box located at the northeast door of the Convocation Center. This box connects directly with the UTSA police department. The phone number for the UTSA police is 210/458-4911. From a campus phone the number is 4911. ***ALWAYS*** contact the university police if EMS is needed.

Emergency Equipment – First aid supplies, splints on site. Crutches and any other equipment available from the training room located in the Convocation Center.

Role of First Responder –

1) Immediate care of the injured or ill victim.
2) Emergency equipment retrieval, or activation of EMS system depending on the nature of the emergency.
3) Activation of the emergency medical system.
   Call university police at 4911 or from a cell phone at 210/458-4911. Provide the following information: Your name, location, your emergency and the condition of the victim.
4) Designate a person to direct university police and EMS to the scene
5) Make sure any accessible gates are unlocked.

Directions to the UTSA Convocation Center

From the North Side of Campus – Enter campus via Walter Brennan Avenue, follow Walter Brennan as it will go by the tennis courts, physical education building and wellness center. When you get to the four way stop sign turn left and head towards the Convocation Center, parking will be available next to the building.

From the South Side of Campus – Enter via Edward Ximenez Avenue, turn left at the three way stop sign and turn right towards the Convocation Center. Parking will be available next to the building.

Helicopter Access – The Open grassy area just west of the Convocation Center can be used for helicopter access.

EMERGENCY PLAN FOR CROSS-COUNTRY MEETS HELD AT UTSA

Emergency Personnel – Physician available during all cross-country meets. Certified and/or licensed athletic trainer(s) and student athletic trainers also on site. In addition there is an ambulance with advanced life support equipment available on site.

Emergency Communications – There are no fixed telephone lines during a cross-country meet. At least one of the staff trainers will have a mobile phone and walkie-talkie that can access the UTSA police and physical plant should either of these be needed. The phone number to the UTSA police is 210/458-4911. ***ALWAYS*** contact the university police if EMS is needed.

Emergency Equipment – Emergency equipment and first aid supplies along with crutches on site.

Role of First Responder –

1) Immediate care of the injured or ill victim.
2) Emergency equipment retrieval, or activation of onsite ambulance depending on the nature of the emergency.
3) Activation of the emergency medical system.
   Since there is an ambulance and physician on site coordination will take place either between the meet physician and/or one of the staff athletic trainers. Should a transport be required either the onsite ambulance will transport and a back-up unit called in or another ambulance will be summoned to the site for transportation depending on the nature and severity of the medical emergency.
4) Designate a person to direct university police and EMS to the scene
5) Make sure any accessible gates are unlocked.

Directions

Since the course of the cross-country meet changes from year to year directions will depend on the course for that year and where the emergency is. Staff trainers should have a course map. The meet physician and staff trainers will have a treatment area at or near the finish line. In addition the on-site ambulance will be stationed at or near the finish line.

EMERGENCY PLAN FOR EVENTS HELD OFF-SITE

If an emergency situation occurs away from the UTSA campus it is not necessary to contact the UTSA police department except in the case of a fatality.

Emergency Personnel – Depending on the event there will be a minimum of a student athletic trainer on site for practices and competitions.

Emergency Communications - Communications will depend on the facility. The staff athletic trainer or student-athletic trainer should immediately establish a source of emergency communications either through a fixed telephone line or a mobile phone. Identifying access to a phone for emergency communications shall be a top priority in the pre-event preparations of the athletic training staff. In the event that EMS is needed the first responder needs to dial 911. It is not necessary to notify the UTSA police for off-campus emergencies.

Emergency Equipment – First aid supplies will be on site.

Role of First Responder –

1) Immediate care of the injured or ill victim.
2) Emergency equipment retrieval, or activation of EMS system depending on the nature of the emergency.
3) Activation of the emergency medical system.
   Dial 911 from a fixed line or cell phone. Provide the following information:
   Your name, location, nature of the emergency, the condition of the victim and any other information as requested.
4) Designate a person to direct university police and EMS to the scene
5) Make sure any accessible gates are unlocked.

Directions

It is up to the staff and/or student athletic trainer to familiarize themselves with directions and access to the venue.

EMERGENCY PLAN FOR ALAMODOME

It is the responsibility of the tournament physician and/ or the tournament athletic trainer to work with the staff of the alamodome in regards to handling medical emergencies. The primary responsibility of the tournament physician and tournament trainer will be the care of the student-athletes of the participating teams, the coaches, support staff, and anyone else associated with the tournament. There will be an x-ray technician with x-ray equipment available on site for all practices and competitions for the use of participating teams and other individuals associated with the tournament. In addition there will always be an ambulance with advanced life support equipment available at all open practices and games. During closed practices there will be an ambulance available with advanced life support equipment available for student-athletes of participating teams. In the event that a student-athlete requires transportation to a medical facility, Santa Rosa hospital downtown is the designated medical facility for visiting teams and others associated with the tournament.

During open practices and games there will be first aid stations available for the spectators that can be accessed at anytime. The personnel manning the first aid stations will be responsible for the spectators.

EMERGENCY PLAN FOR THE UTSA DOWNSTAIRS GYMNASIUMS IN THE PHYSICAL EDUCATION BUILDING

Emergency Personnel – Certified and/or licensed athletic trainer or student athletic trainer on site for all practices. Additional sports medicine staff available from the training room located in the Convocation Center.

Emergency Communications – There are fixed telephone lines located in the east equipment room and the office downstairs in the Physical Education building. The storeroom is typically locked and the office may be open if the supervisor is there. The phone numbers for these are 210/458-4170. The phone number for the UTSA police is 210/458-4911. From a campus phone the number is 4911. ***ALWAYS*** contact the university police if EMS is needed.

Role of First Responder –

1) Immediate care of the injured or ill victim.
2) Emergency equipment retrieval, or activation of EMS system depending on the nature of the emergency.
3) Activation of the emergency medical system.
   Call university police at 4911 or from a cell phone at 210/458-4911. Provide the following information: Your name, location, your emergency and the condition of the victim. In the event that a transport is required there is a wheelchair lift that can be used. It is located at the northeast stairs. The keys to access this lift are located above the light switch in the east storeroom. Directions for using the lift are located at the top of the stairs near the lift. Should there be a problem operating the lift physical plant operations should be contacted from a campus phone at 5277 or 210/458-5277.
4) Designate a person to direct university police and EMS to the scene
5) Make sure any accessible gates are unlocked.

Directions to the UTSA Physical Education Building

From the North Side of Campus – Enter campus via Walter Brennan Avenue stay on Walter Brennan. The physical education building is located directly behind the tennis courts. There is a parking lot between the tennis courts and the physical education building.

From the South Side of Campus – Enter campus via Edward Ximenes Avenue, turn left at the three way stop sign, at the four way stop sign turn right. Follow this road, the building just south of the tennis courts is the physical education building. There is a parking lot between the tennis courts and the physical education building.

Helicopter Access – There is an open area just west of the physical education building.