



# ATHLETIC DEPT EMERGENCY ACTION PLAN: RESPONSE TEAMS

School: Sacred Heart Cathedral Prep

Facility: Gym/Pavilion

*Call 911 or your local EMS for all medical emergencies. If unresponsive and not breathing normally, begin CPR and get the AED.*

## 911 TEAM

**CALL 911. Explain emergency. Provide location.**

Local EMS Number:	415-553-8090
EMS Access Point:	SLC 2 <sup>nd</sup> floor atrium
Cross Streets:	Ellis & Franklin St.

Responder 1: Head Coach / Coaching Staff

**MEET AMBULANCE** at EMS Access Point. Take to victim.

EMS Access Point:	<u>Practices</u> SLC entrance	<u>Events</u> SLC entrance
Cross Streets:	Ellis & Franklin St.	Ellis & Franklin St.

Responder 1: Coaching Staff / selected students / campus security

**CALL CONTACTS.** Provide location and victim's name.

Athletic Trainer: Oscar Melero	415-775-6626 x788
Chelsie Baldwin	415-775-6626 x648
Athletic Director: Jo Ann Momono	415-775-6626 x738
Phil Freed	415-775-6626 x737
Principal: Gary Cannon	415-775-6626 x859
Assistant Principal: Christine Buell	415-775-6626 x611
Dean: Mario Sazo	415-775-6626 x717

## CPR/AED TEAM

**START CPR.**

1. Position person on his/her back.
2. Put one hand on top of the other on middle of person's chest. Keeping arms straight, push hard and fast, (100-120 compressions/minute.) Let chest completely recoil after each compression.
3. Take turns with other responders as needed.

Coach/Advisor: Head Coach

Responder 1: Coaching Staff

Responder 2: Athletic Trainer on duty

**WHEN AED ARRIVES, TURN IT ON AND FOLLOW VOICE PROMPTS.**

1. Remove clothing from chest.
2. Attach electrode pads as directed by voice prompts.
3. Stand clear while AED analyzes heart rhythm.
4. Keep area clear if AED advises a shock.
5. Follow device prompts for further action.
6. After EMS takes over, give AED to Athletic Trainer for data download.

## AED TEAM

**GET THE AED KIT.**

Nearest AED:	<u>Practices</u>	<u>Events</u>
	SLC 2 <sup>nd</sup> floor atrium	SLC 2 <sup>nd</sup> floor atrium

Responder 1: Coaching Staff / selected students

**GET THE ATHLETIC TRAINER.**

Athletic Trainer: Oscar Melero / Chelsie Baldwin

Cell/Contact Method: 415-775-6626 x788 office  
415-775-6626 x648 office

Typical location: Athletic Training Room

Responder 1: Athletic Trainer on duty

\*By law, all athletic coaches, paid and or volunteer, must be currently certified in CPR and First Aid and Concussion Awareness as outlined in Section 5590-5596 of Title V of the California Code of Regulations and Education Code Sections 35179.5 and 44919. More information can be found at <http://cifstate.org/> under the Health & Safety tab, in the Sports Medicine Handbook.