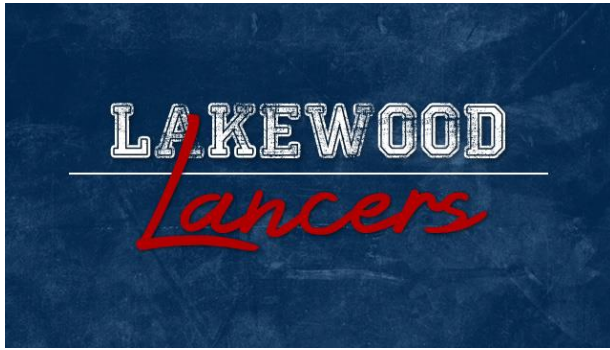


## LAKWOOD HIGH SCHOOL EMERGENCY ACTION PLANS



### EMERGENCY PERSONNEL & COMMUNICATION:

There is a Certified Athletic Trainer (ATC) on site for all home competitions. There is additional staff available at varsity football games, including the ATC and Emergency Service Personnel (EMS). Lakewood High School also has in place an Administrative Health Care Team including the Certified Athletic Trainer, the Athletic Director, school nurse, a coach for that team, the Vice Principal of the school, and at least one guidance counselor. The Administrative Health Care Team collaborates to help treat student-athletes with the best care possible. While there is no team physician at Lakewood High School, the supervising physician for the Certified Athletic Trainer is the Chief Physician of Nationwide Children's Hospital Sports Medicine Department.

Carlie Mankin, ATC/L, Head Athletic Trainer- (513) 532-6393  
Bo Hanson, Athletic Director- (740) 403-7655  
Emergency Phone Number- 911

### EMERGENCY EQUIPMENT:

- West Campus Emergency Equipment is kept in the Athletic Training Room in the "Blue Building"/Field House (in hallway attached to high school locker room).
  - o Equipment: AED (during fall season/spring events), crutches, and first aid supplies.
- East Campus Emergency Equipment is kept in the Athletic Training Room 180A located in the high school near the locker rooms.
  - o Equipment: Crutches, first aid supplies, AED (during winter season and spring season)
- There is one AED located in the high school on the wall outside the main office.
- Emergency equipment (AED, splints, crutches) will be on sidelines/nearby for all in-season competitions.

### NEAREST EMERGENCY FACILITY/HOSPITAL:

- Licking Memorial Hospital Emergency Room
  - o 1320 W Main Street  
Newark, OH 43055  
(220) 564-4000

- Licking Memorial Urgent Care
  - o 14 Westgate Dr. NE  
Newark, OH 43055  
(740) 348-7500
- Family Urgent Care
  - o Southgate Shopping Center  
607 Hebron Rd.  
Heath, OH 43056
- Nationwide Children's Hospital Urgent Care
  - o 700 Children's Drive  
Columbus, OH 43205  
(614) 722-4329
- Nationwide Children's Hospital Emergency Department
  - o 630 Children's Drive  
Columbus, OH 43205  
(614) 722-2000

#### **ROLES OF THE FIRST RESPONDERS:**

1. Provide immediate basic care to the injured or ill student-athlete.
2. Activation of the Emergency Medical Services (EMS)
  - a. 911 Call
    - Provide name, address/location of the scene
    - Telephone number
    - Number of individuals injured
    - Condition(s) of the injured/ill
    - Type of first aid and treatment rendered
    - Specific directions to the scene **(See Location Specific EAP's)**
    - Other information as requested from dispatcher
3. Call and notify Athletic Training Staff - Carlie Mankin, ATC/L (513) 532-6393
  - a. Emergency equipment retrieval if needed
4. Provide appropriate emergency care until EMS personnel arrive and take over.
5. Direction of EMS to the scene.
  - a. Designate an individual to open all appropriate gates and have them "flag down" EMS and direct them to the scene.
  - b. Scene Control – designate an individual to limit the scene to first aid providers and move bystanders away from the area.
6. Upon arrival of the EMS, provide them with pertinent information:
  - Mechanism of Injury
  - Vital Signs

- Type of Treatment rendered
  - Medical History
  - Also assist with emergency care as needed
  - If a parent or relative is not available to accompany the athlete, a designee will accompany student-athlete to the hospital.
7. Parents should be contacted by the Sports Medicine Staff as soon as the situation permits. ATC will inform coach(s) and administration as soon as the situation permits. Obtain the medical history information of the student-athlete for the hospital. All injury reports and paperwork will be completed as soon as possible.

### **SPECIFIC EMERGENCY PROCEDURES:**

Lakewood High School Sports Medicine has a specific Emergency Action Plan created for the following cases:

- Inclement Weather
- Concussion/Head or Neck Injury
- Diabetes Crisis
- Location/Sport Specific:
  - Auxiliary Gym (multiple sports practices)
  - Band Practice Field (band practices)
  - Blue Building (wrestling practices, HS/MS football locker rooms)
  - Calhoun Memorial Stadium (football/soccer games, cross country practices/track practices and meets)
  - Don Thorpe Stadium (baseball practices/games)
  - Main High School Gym (volleyball practices/games, basketball practices/games, wrestling matches)
  - Off-Site Baseball Stadium (Evans Park- freshman baseball games)
  - Practice Fields (multiple sport practices)
  - Softball Stadium (softball practices/games)

Should these issues arise those specific protocols will be followed.

### **ADMINISTRATIVE HEALTH CARE TEAM (AHCT) ROLES AND RESPONSIBILITIES:**

- Certified Athletic Trainer (ATC): The certified athletic trainer is the licensed health care professional responsible for immediate on-field and off-field injury evaluation, treatments, rehabilitation plans, and return to play decisions.
- Athletic Director: The athletic director is responsible for assisting with crowd control, flagging down EMS, locating parents if necessary, assisting ATC with immediate care, and/or delegating tasks to other trusted adults.
- School Nurse: The school nurse is a licensed health care professional responsible for seeing student-athletes as needed during the school day to aid in their care.

- Coach: The coach is responsible for assisting with immediate crowd control, locating parents if necessary, and assisting ATC with immediate care, equipment removal, transports, etc.
- Vice Principal: The Vice Principal is responsible for assisting with excess crowd control, flagging down EMS if AD cannot, and locating student-athlete parents if necessary and AD or Coach cannot.
- Guidance Counselor: The guidance counselor is responsible for in-school mental health care of student-athletes. This includes but is not limited to notifying appropriate teachers if a student-athlete has been diagnosed with a concussion and needs to be put on a return-to-learn modified protocol.
- Supervising Physician: The supervising physician is responsible for updating guiding standing orders for ATC as well as helping guide the ATC in the event of an off-field question.

**\*\*Time out Policy\*\*:**

**Before season the Administrative Health Care Team (AHT) will meet with other staff to discuss potential issues, emergency equipment, EAP procedures etc. At any time that any member of the AHT feels it is necessary- a time out will be called and the AHT will meet to discuss solutions to potential issues. The AHT is made up of: Athletic Trainer, Athletic Director, Vice Principal, and volunteer EMS. In certain circumstances, the extended AHT might be warranted. This is made up of: Athletic Trainer, Athletic Director, Vice Principal, volunteer EMS, Guidance Counselor, Coach, School Nurse and/or the Supervising Physician.**

**LAKWOOD HIGH SCHOOL SPORTS MEDICINE**  
**CONCUSSION/HEAD INJURY EMERGENCY ACTION PLAN**

**INJURY RECOGNITION:**

Any athlete who exhibits signs, symptoms or behaviors consistent with a concussion shall be immediately removed from athletic activity and will not return to play until cleared by an appropriate health-care provider.

The Lakewood High School Athletic Trainer will be immediately notified by coach, official, parent, or present staff member (as soon as possible and practical) to initiate concussion evaluation.

*IF SCENE IS SAFE, ANY ATHLETE WHO SUSTAINS A POTENTIAL HEAD OR NECK INJURY SHALL NOT BE MOVED UNTIL EVALUATED BY MEDICAL PERSONNEL.*

If student injury occurs off site and Lakewood AT Staff is not present, attending AT/Physician or PA will be immediately notified. Lakewood AT Staff will be notified thereafter as soon as possible and practical.

Lakewood High School ATC- Carlie Mankin ATC/L- Head Athletic Trainer- (513) 532-6393

**SIGNS & SYMPTOMS** (Can include but are not limited to):

Signs observed by others:

Symptoms reported by athlete:

Appears dazed or stunned	Headache
Confusion about assignment	Nausea
Forgets plays	Balance problems or dizziness
Unsure of game, score, or opponent	Double or fuzzy vision
Moves clumsily	Sensitivity to light or noise
Answers questions slowly	Feeling sluggish
Loses consciousness	Feeling foggy or groggy
Shows behavior/personality changes	Concentration or memory problems
Cannot recall events prior to hit	Confusion
Cannot recall events after hit	

Any student, while practicing for or competing in an interscholastic contest, who exhibits signs, symptoms, or behaviors consistent with having sustained a concussion or head injury (such as

loss of consciousness, headache, dizziness, confusion or balance problems) shall be immediately removed from the practice or contest by either of the following:

1. The individual who is serving as the student's coach during that practice or competition.
2. An individual who is serving as a contest official or referee during that practice or competition.
3. All individuals who have responsibilities and duties in the interscholastic athletics environment such as: coaches, contest officials, administrators, students, parents, and medical personnel.

Under Ohio law (**R.C. 3313.539 and R.C. 3707.511**) a physician must provide **WRITTEN** clearance for an athlete to return to play. A school district or youth sports organization may also authorize a licensed healthcare provider who is not a physician to make an assessment or grant clearance to return to play **if** the provider is acting in accordance with one of the following, as applicable to the provider's authority to practice in Ohio:

1. In consultation with a physician;
2. Pursuant to the referral of a physician;
3. In collaboration with a physician;
4. Under the supervision of a physician

**No athlete will return to play or practice on the same day of removal due to a concussion or head injury.**

#### **RETURN TO PLAY PROTOCOL:**

Return to play will follow OHSAA and National Federation of State High School Athletic Association (NFHS) Suggested Medical Clearance Return to Play Protocol.

1. No exertional activity until asymptomatic.
2. When athlete appears clear, begin low-impact activity such as walking, stationary bike, etc.
3. Initiate aerobic activity fundamental to specific sport such as running or skating, and may also begin progressive strength training activities.
4. Begin non-contact drills specific to sport such as dribbling, fielding, batting, etc.
5. Full contact in practice setting.
6. Game play/competition.

Athlete must remain asymptomatic to progress to next level (it's suggested that an athlete not be allowed to progress more than one level per day).

If symptoms recur, athlete must return to previous level and should be re-evaluated by an appropriate health care professional.

Medical check should occur before contact. (Final written clearance from the medical professional shall be obtained before the athlete engages in any restricted or full contact activity).

*Summary of rehabilitation stages:*

*Asymptomatic*

*Light Aerobic Exercise*

*Sport-Specific Exercise*

*Non-Contact Training*

*Full Contact Practice*

*Game*

Since no two concussions are alike, it is also the responsibility of the student-athlete to recognize the signs, symptoms and behaviors consistent with a concussion. Teammates also share the responsibility to report these symptoms when they are exhibited by a fellow student-athlete.

#### **DOCUMENTATION:**

Interscholastic sports organizations must collect a signed concussion/head injury information sheet from all athletes who wish to participate in an athletic activity. A parent or guardian is required to sign the form. Forms must be on file before the individual is allowed to participate in any athletic activity. The signed form is valid for one year and is kept on file for each athlete with that athletes' pre-participation physical in the athletics office. A new form must be completed for each sport in which the athlete participates, even if the athlete participates in multiple interscholastic sports during the same school year. The information sheet is available on the Ohio Department of Health's website. No alternative forms may be used.

All documentation including: SOAP Notes, SCAT Form, Symptom Logs and other concussion evaluation, clearance, and/or return to play documentation will be kept in Athletic Training Room (180A). All paperwork relating to injury and return to play must be turned in as soon as possible to Athletic Training Room upon completion.

**LAKWOOD HIGH SCHOOL SPORTS MEDICINE**  
**DIABETES EMERGENCY ACTION PLAN**

For any student athlete who has type one diabetes mellitus, the Athletic Training Staff at Lakewood High School will collect the following information and use this Diabetes Emergency Action Plan should an issue arise.

**DOCUMENTATION:**

For each diabetic athlete the following forms will be on file in the Athletics Office and/or the Athletic Training Room:

- Completed and Valid Physical
- Copy of Emergency Contact Information
- Standing Orders from Student Athlete's Endocrinologist
- Insulin Dosing Guidelines from student's Endocrinologist
- HIPPA Release of Information Authorization form (signed by parent of student)
- Student Athlete's Endocrinologist name and contact information
- Daily Blood Glucose Log (If needed)
- Food Purchase Log (If needed)

**DIABETES TRAINING:**

Each staff member who will be working with the student athlete will go through an annual training covering the important issues of diabetes and athletics. Topics covered will include: hypoglycemia, hyperglycemia, review of Diabetes EAP, emergency contact information and location of supplies for student. Each staff member responsible for working with the student will receive a copy of his/her standing orders (insulin guidelines) and a reference sheet for hypoglycemia and hyperglycemia.

*Any diabetic athlete who demonstrates warning signs of hypoglycemia and/or hyperglycemia will immediately be removed from participation and tested and treated accordingly.*

**Athlete will check his/her blood glucose during the day with the MDCPS nurse. At 2:20pm the student will check with the Athletic Trainer who will record findings into log as needed. At 4PM the student will check again either with: coach or athletic trainer, who will be responsible for entering this information into the log as needed. After practice the student will re-check glucose with athletic trainer or coach and it will also be logged in the blood glucose log as needed. This schedule will be followed unless the patient's endocrinologist requests a different schedule. If the patient's blood glucose is between 100-225, the patient may continue with practice as usual. If the patient's**



**blood glucose is NOT within that range, the Athletic Trainer must be notified immediately and patient will be seen by ATC as needed.**

**DIABETIC CRISIS (HYPER OR HYPOGLYCEMIA OR ANY OTHER COMPLICATION):**

**If emergency:** The staff member present will immediately activate EMS (911). They will then contact the Athletic Trainer and Administration. (As per the Lakewood HS Emergency Action Plan)

**Non-emergency:** The present staff member will immediately contact the Athletic Trainer whom will then advise the student on course of treatment, and contact the parent if needed.

**If the blood glucose is above 250:** the student will check for Ketones in urine. The staff member present will be responsible for comparing test strip to bottle. If there is any question over the results- a medically trained staff member (present athletic trainer or physician) will confirm the results. *When in doubt, sit them out.* Insulin will be given by student as per his/her endocrinologist's guidelines. If Ketones are present in urine, the athlete will not participate for remainder of the day- parent will be immediately notified by athletic trainer or coach or student (may vary based on situation).

**If the blood glucose is below 90:** the student athlete must be removed from participation and be given recovery product. He/She will wait 15 minutes before checking glucose level again.

**LAKWOOD HIGH SCHOOL SPORTS MEDICINE**  
**INCLIMENT WEATHER EMERGENCY ACTION PLAN**

**GENERAL POLICY:**

In the case of inclement weather (i.e. Thunderstorms/Lightning, Hail, Hurricane, Tornado, etc), it will be under the direct discretion of the on-site Certified Athletic Trainer, Lakewood High School Administration, Lakewood High School Coaches, and Competition Officials to determine if the practice/game fields should be evacuated.

**LIGHTNING:**

Lightning is a dangerous phenomenon. Due to the dangerous nature of Lightning, The National Weather Service created a slogan for Lightning Safety "*When it Roars, Go Indoors*". The Lakewood Athletic Training Staff has developed a lightning policy to minimize the risk of injury from lightning strike to Lakewood High School athletes, coaches, support staff and fans. To monitor lightning, the Athletic Training Staff will utilize the *Weather Bug Application*. Along with the application, other sources to monitor weather will include but are not limited to:

[www.weather.gov](http://www.weather.gov)

[www.noaa.gov](http://www.noaa.gov)

[www.nws.gov](http://www.nws.gov)

[www.lightningsafety.noaa.gov](http://www.lightningsafety.noaa.gov)

[www.weatherbug.com](http://www.weatherbug.com)

Athletic teams that practice and compete outdoors are at risk when the weather is inclement. For this reason the following guidelines, adopted from the National Athletic Trainer Association must be observed if it appears that lightning is possible for the area:

- The Athletic Trainer will check with the above sources for any potential lightning.  
**If the ATC is not on site, any administrator or staff member** will be required to check with the above sources for lightning.
- If there is lightning within the immediate area (*within 8 miles*), the Lakewood High School Sports Medicine Staff will evacuate all athletes, staff and spectators will be immediately evacuated to a pre-designated building (***Blue Building or Lakewood High School depending on which venue is nearest***).
- All participants, staff and spectators will stay indoors until 30 minutes has passed since the last lightning strike in the area or since the last clap of thunder is heard. This will be monitored directly by the staff member on site (ATC is in charge if available) and also through the above sources to track storm's progress.
- The following structures are unsafe and are not acceptable safety locations during a lightning storm: golf carts, convertibles, dugouts, open breezeways, refreshment stands, open garages, open press boxes etc.

**Important to Note:**

When lightning has been detected within 10 miles of the location, ATC or staff member available will monitor the weather via internet sources and Weather Bug Application in addition to watching the sky. Once the edge of the storm has reached 5 Nautical miles away from event location all participants will have been evacuated and be inside the pre-designated location.

**\*\*Any Student-Athlete, Coach, Official or Spectator has the right to vacate an outdoor site or unsafe location without fear of repercussion or penalty if they feel they are in danger from impending lightning activity. \*\***

If a person is struck by lightning, immediate activation of the E.A.P. will be followed. People who have been struck by lightning do not carry an electrical charge and are safe to touch, although if there is still lightning in the area, they should be moved to a safe location before first aid is administered to prevent more injuries to themselves or others.

LAKWOOD HIGH SCHOOL SPORTS MEDICINE  
LOCATION SPECIFIC EMERGENCY ACTION PLANS

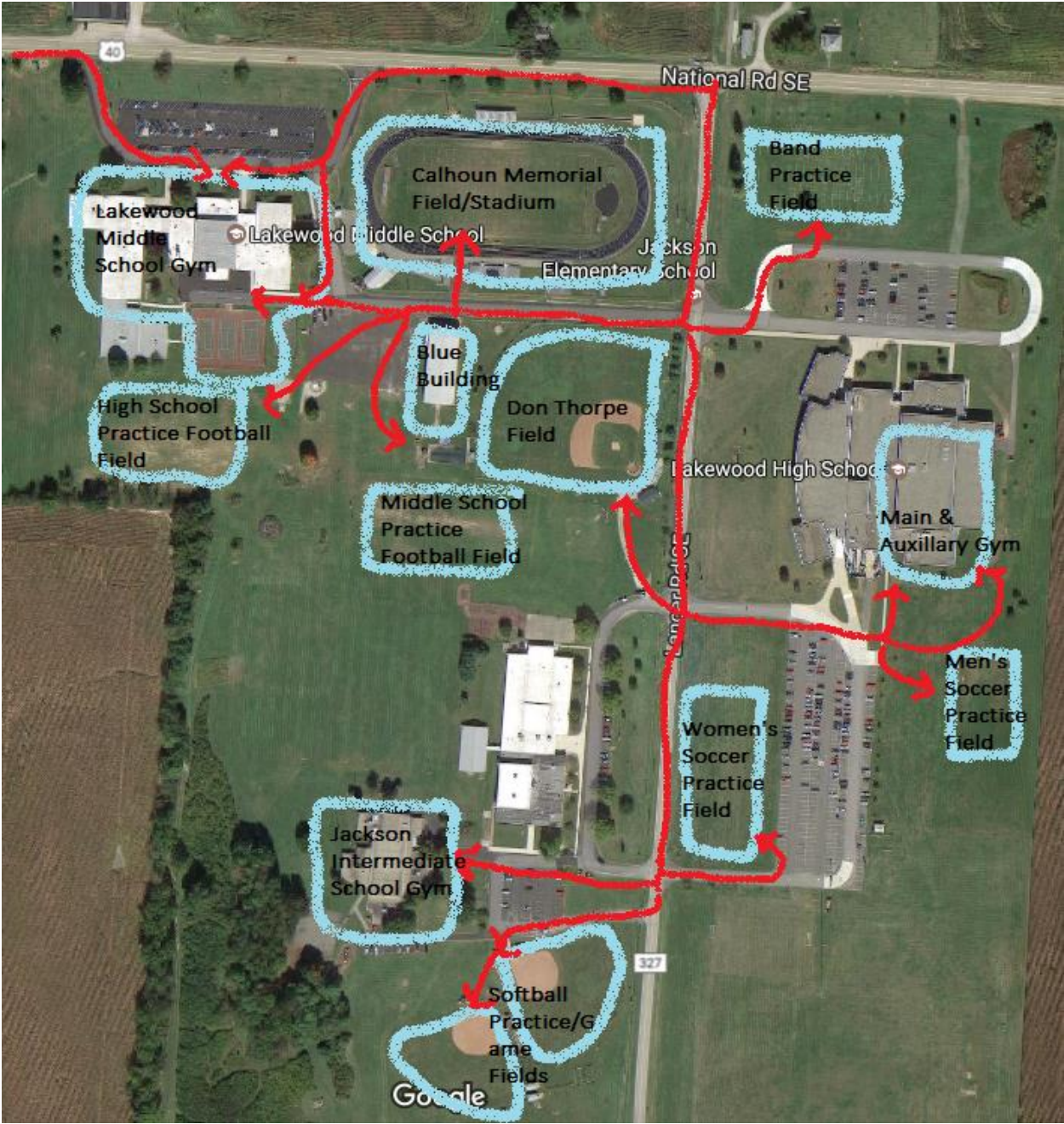
ADDRESS FOR LAKEWOOD LOCATIONS: 9331 Lancer Rd. SE, Hebron, OH 43025

Major cross streets: Lancer Rd. and National Rd. (US 40)

1. Auxiliary Gymnasium – Home to Basketball, Cheerleading, Soccer, and Volleyball practices
  - People with access to phone, doors, gates to facility: AD, ATC, and Coaches
  - Enter through the **Southeast** sets of double doors from the student parking lot and turn right down first hallway. At the end of the hallway turn left and the auxiliary gymnasium will be on the right through the first set of double doors.
2. Band Practice Field – Home to Lakewood High School Band rehearsals
  - Enter from faculty parking lot on **South side of field**.
3. Blue Building – Home to HS/MS Football locker rooms, Wrestling practices, and Baseball/Softball batting cages (upstairs)
  - People with access to phone, doors, gates to facility: AD, ATC, and Coaches
  - Back half/wrestling practice area-
    - i. Enter through the **South Garage Door** from the gravel trail/ west dirt parking lot.
  - Locker Rooms-
    - i. High School Locker Room- Enter through the **Northwest Door** into the locker room.
    - ii. Middle School Locker Room- Enter through the **North Door** into the locker room.
4. Calhoun Memorial Stadium – Home to Football, Soccer, Cross Country, and Track practices/competition(s)
  - People with access to phone, doors, gates to facility: AD, ATC, and Coaches
  - Enter through the **South/Southwest gate** and go straight through field perimeter gate directly onto the field.
5. Don Thorp Field- Home to Baseball practice/competition(s)
  - Enter field from **South end of field**

6. Evans Park/Athletic Complex (Hebron)- Home to Freshman Baseball competitions
  - Address: 1517 Refugee Rd SE, Hebron, OH 43025
  - Enter from the **Southeast side of the field** from the parking lot nearest Refugee Rd.
7. Intermediate School Gymnasium- Home to Softball practices
  - People with access to doors/gates: Coaches, AD
  - Enter through **East** set of doors (main doors) and go directly into gymnasium.
8. Main Gymnasium- Home to Volleyball and Basketball practices and competitions, and Wrestling competitions
  - People with access to phone, doors, gates to facility: AD, ATC, and Coaches
  - Enter through the **Southeast** sets of double doors from the student parking lot through athletic even entrance and go straight. The gymnasium is on your right side across from the cafeteria.
9. Middle School Gymnasium- Home to Football Indoor practices/walkthroughs (during weather delays) and Baseball practices
  - People with access to doors/gates: Coaches, AD
  - Enter through either the **Northeast** set of doors (main doors- left of center of MS), or the **Southeast** set of doors (back doors), directly into the gym (someone can flag down and let in).
10. Practice Fields- 4 separate fields home to middle school football practices, high school football practices, high school men's soccer practices, and high school women's soccer practices.
  - Middle School Football Practice Field: Enter from **North side of field** (behind Blue Building).
  - High School Football Practice Field: Enter from **Northeast side of field** (behind tennis courts).
  - Men's Soccer Practice Field: Enter from **Northwest side of field** (adjacent to Gym entrances).
  - Women's Soccer Practice Field: Enter from either **North or South side of field** (depending on traffic and where on field injury is located).
11. Softball Stadiums – Home to Softball practices/competition(s)
  - Address: 9370 Lancer Rd. Hebron, OH 43025

- Enter from the North side of the fields through the Intermediate School parking lot.



**LAKWOOD HIGH SCHOOL SPORTS MEDICINE**  
**HEAT ILLNESS PREVENTION PROTOCOL**

All Athletics Staff Members are required to understand and review annually this protocol designed to prevent heat illnesses. All staff are responsible for monitoring students for potential heat illness symptoms and immediately reporting any potential symptoms or issues to the Certified Athletic Trainer or Administrator on site.

**SIGNS & SYMPTOMS** (Can include but are not limited to):

Exertional Heat Stroke:

*Core body temperature of  $>104^{\circ}F$*   
*Nervous system dysfunction*  
*Confusion*  
*Rapid breathing*  
*Low blood pressure*  
*Increased heart rate*  
*Seizures*  
*Excessive fatigue*  
*Blurry vision*  
*Lack of sweat (dry)*  
*Hot skin*

Heat Exhaustion:

*Core body temperature of  $\leq 104^{\circ}F$*   
*Dizziness*  
*Cramps, muscular tightening, spasm*  
*Lightheadedness*  
*Fatigue*  
*Headache*  
*Nausea/vomiting*  
*Excessive sweating*  
*Cold, clammy skin*

Any athlete with heat illness related symptoms will be immediately removed from participation and be evaluated by the Certified Athletic Trainer on site before returning to any form of participation. The Certified Athletic Trainer will monitor any student-athlete who is suspected of having exertional heat stroke.

Lakewood High School will follow the OHSAA Policy as found in the OHSAA handbook on Acclimatization and Exertional Heat Illness Precautions. In addition to this policy, Lakewood High School will use a flag system as outlined below to alert staff and students to potential heat related threats.

**ACCLIMITIZATION PERIOD:**

OHSAA requires an acclimatization period for all football programs. The sports of boys and girls cross country and 7<sup>th</sup> and 8<sup>th</sup> grade track and field require a minimum of 10 days of interscholastic practice prior to any competition for a student. The following is the regulation that addresses the mandatory five day period in football. Acclimatization is a period of time when players can become accustomed to the heat and humidity. Health care professionals recommend at least a five-day period. All football candidates must participate in five days of pre-season non-contact acclimatization prior to any physical contact. Candidates reporting late must participate in five days of non-contact acclimatization. This rule applies to all school teams grade 7-12.

**Five Day Acclimatization Period Required:**

- Days 1-2:
  - o Allowed: Shorts, helmets, and shoes
  - o Not Allowed: Pads and contact
- Days 3-4:
  - o Allowed: Shoulder pads (“uppers”)
  - o Not Allowed: Contact
- Day 5:
  - o Allowed: Full equipment (helmet, shoulder pads/”uppers”, thigh pads/”lowers”)
  - o Not Allowed: Contact

Flag Condition	Heat Index	WBGT	Work/Rest
White	<84°		No limit/modification to activity needed
Green	<95°	80-84.9	30 minute work: 10 minutes water/rest ( <i>optional</i> )
Yellow	95-99°	85-87.9	30 minute work: 10 minute water/rest ( <i>MANDATORY</i> ); remove equipment when out of play, utilize water/ice towels, monitor athletes carefully
Red	100-104°	88-89.9	30 minute work: 10 minute water/rest ( <i>MANDATORY</i> ); adjust practice times, wear less equipment, utilize water/ice towels, monitor athletes carefully
Black	>104°	90 & <	NO OUTDOOR ACTIVITY

Rest is defined as a break where there is no physical activity being performed. The rest must be taken in an area with no direct sunlight, this can include under the shade of a tree, building, clubhouse, dugout or inside of a building.

**Athletics staff are required to always give students and staff members unlimited access to water.**

No person shall ever be reprimanded for asking for water or denied water.

The WBGT will be monitored by the Certified Athletic Trainer using a WBGT and also through the Weather Bug Application.

Each day during regular school operations, the Certified Athletic Trainer will post the flag on the door of both Athletic Training Rooms (Room 180A in the high school and designated room in Blue Building). Coaches will be responsible for checking the flag daily to ensure they follow the above guidelines. The Certified Athletic Trainer will also alert coaches as he/she is able to, however, it is the coach’s responsibility to check the flag posted. The Heat Illness Prevention Guidelines will be reviewed annually and updated as needed.