



## **Colorado College Campus Recreation**

# **Athletic Training Policies and Procedures**

The purpose of this manual is to provide Colorado College Recreation participant information that will allow them to prevent, manage and rehabilitate athletic injuries and to ensure return to play is done in a safe and efficient manner. The content of this manual aims to provide a general overview as to how athletic training services will be rendered at Colorado College for individuals taking part in the Campus Recreation programs and while using the fitness facilities.

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## **GENERAL INFORMATION**

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Our Recreation Athletic Trainer is a nationally certified and Colorado licensed health care professional who collaborates with other health care professionals to optimize student activity and participation in athletics, work, and life. Athletic training encompasses the prevention, examination, diagnosis, treatments and rehabilitation of emergency injuries/situations, acute or chronic injuries, and medical conditions.

Neither individuals nor their insurance will be billed to utilize the Recreation Athletic Trainer. These services are provided free of charge through the Athletics Department. The Recreation Athletic Trainer may refer individuals to other medical professionals for further evaluation, lab tests, or other services, when deemed necessary. In these instances, recreation participants are responsible for all billing related to such services.

Recreation participants are only eligible for athletic training services through the Recreation Athletic Trainer in the Recreation Athletic Training Facility, and are not eligible for services through the Varsity Athletic Training Facility.

### **MISSION STATEMENT**

Athletic training services, as an entity of the Campus Recreation program, will function to protect the health of, and provide a safe environment for, Colorado College (CC) individuals participating in recreation programs and while using the fitness facilities. The mission of the athletic training services is to care for all individuals through prevention, examination, diagnosis, treatment and rehabilitation of emergency injuries/situations, acute or chronic injuries, and medical conditions.

### **LIABILITY STATEMENT**

Colorado College's Athletics Department assumes no responsibility or liability for any consequences resulting directly or indirectly from any action or inaction chosen based on the information or services provided.

### **CONTACT INFORMATION**

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# **ACCESS**

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## **OFFICE LOCATION**

The Campus Recreation Athletic Training Facility is located on the second floor of the El Pomar Sports Complex in room 220. It is situated between the Auxiliary Gym and the ice machine.

## **HOURS OF OPERATION**

The Campus Recreation Athletic Training Facility is generally open Monday through Friday from 12:00pm – 8:00pm. Weekend hours are dependent on club sport teams' competition schedules. The Recreation Athletic Trainer will generally be present in the athletic training facility 90-minutes prior to the start of home competition and will be at the site of the competition 60-minutes prior to the start time. The athletic training facility will remain open for 30-minutes after competition ends.

## **ELIGIBILITY**

Individuals participating in Campus Recreation Programs and/or using the fitness facilities, with a valid CC Gold Card, are eligible to receive services from the Recreation Athletic Trainer. Club sports participants must have completed all pre-season requirements in order to be assessed and treated by the Recreation Athletic Trainer.

## **ATHLETIC TRAINING FACILITY EXPECTATIONS**

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When accessing the athletic training facility and utilizing the Recreation Athletic Trainer services, individuals are expected to abide by the following rules:

- Sign in.
- Be respectful of the space and the individuals in it.
- Offensive language is NOT to be used at any point.
- Dress appropriately.
  - Compression shorts do NOT count as shorts.
  - All individuals must wear a shirt in the Campus Recreation Athletic Training Facility unless being treated for an upper extremity injury.
- Phones should not interfere with any treatment.
  - No photos, videos, or video chats are allowed.

## **TREATMENT POLICIES**

First priority is given to club sport student-athletes. Treatment will be provided during office hours. Treatment times outside of office hours are only offered under certain circumstances, and must be arranged with the Recreation Athletic Trainer in advance.

## **CLUB SPORTS PRE-PARTICIPATION REQUIREMENTS**

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Club sport participants must turn in the following paperwork before the first game of their designated sport's season:

- A Physical dated within 365 days
- Medical History Questionnaire
- Emergency Contact Form
- Consent for Medical Treatment Form
- Concussion Protocol Agreement Form
- ConcussionWise Certificate
- A copy/photo of the participant's Insurance Card
- Concussion Baseline Test (this is done with the Recreation Athletic Trainer)

All first-year club sports participants must turn in a General Medical Physical Exam completed by a physician, nurse practitioner, or physician assistant. The Campus Recreation program provides two free physical nights that occur early in the fall and spring semesters.

Returning club sports participants must turn in a Medical Questionnaire for Returning Athletes. These returning club participants are not required to turn in new paperwork unless deemed necessary by the Recreation Athletic Trainer based on the information provided on this form.

Athletes under the age of 18, will need to complete these forms and obtain a parent or legal guardian's signature before they can be seen by the Recreation Athletic Trainer.

## **INSURANCE**

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The college does NOT hold a blanket insurance policy for Campus Recreation participants. Consequently, all recreation participants are encouraged to purchase some type of comprehensive accident-health insurance. All financial responsibility rests with the participant.

## **TEAM PHYSICIAN**

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Dr. John Pak is the designated team physician for the Campus Recreation program at CC. He is available to individuals by appointment at Front Range Orthopedics. The Recreation Athletic Trainer will coordinate the initial appointment with the clinic and any necessary follow-up appointments will be at Dr. Pak's discretion.

The team physician has the final authority concerning the removal of a participant from participation for medical reasons as well as partial or full return to participation. Only the Recreation Athletic Trainer, in the absence of the team physician, may clear a student athlete for return to activity or restrict their participation.

The Recreation Athletic Trainer also works closely with the Boettcher Health Center which is located on campus. The Boettcher Health Center can assist with all medical conditions as well as clearance for return to play from concussions.

## EVENT COVERAGE

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The Recreation Athletic Trainer will provide medical coverage for all club sport home events. Medical coverage will consist of pregame stretching, taping/wrapping, game time injury evaluation, and return to play decision-making, as well as post-game evaluation and treatment.

## VISITING TEAM POLICIES

The Recreation Athletic Trainer will generally be present in the Campus Recreation Athletic Training Facility 90-minutes prior to the start of competition, at the site of competition 60-minutes prior to the start, and back in the facility for 30-minutes following the conclusion of the competition. Injury ice bags, ice, water coolers filled with ice water, and cups will be provided on the sidelines during all home events. It is preferred, although not required, that visiting teams provide supplies such as tape, pre-wrap, elastikon, etc. if any of their athletes request to be taped before a game. Visiting teams traveling without an athletic trainer must provide written documentation from their team's athletic trainer or team physician for any athlete requesting treatment from a modality, e.g. electrical stim and/or hydrocollator packs. This notice must provide details regarding the modalities and parameters of use.

An ambulance will NOT be on site for home games, however CCEMS will be on site for all club sports home games. CCEMS does not provide emergency transport. If the need arises for emergency transport, American Medical Response, the Emergency Medical Service provider for Colorado Springs will be called, at the direction of the Recreation Athletic Trainer. The closest emergency room is approximately two miles from the Colorado College campus at Penrose Hospital.

## LOCAL HOSPITALS

Penrose Hospital  
2215 N. Cascade Avenue  
Emergency Room #: 719-776-5333  
General Hospital #: 719-776-500

Memorial Hospital Central  
1400 E. Boulder Street  
Emergency Room #: 719-365-5124  
General Hospital #: 719-444-7000

## LOCAL URGENT CARE FACILITIES

Emergicare Medical Clinic  
402 W. Bijou Street  
719-302-6942

The Little Clinic  
1750 W. Uintah Street  
719-325-0344

CSHP – Urgent Care  
600 S. 21st  
719-635-5900

## CCEMS

Colorado College Emergency Medical Services (CCEMS) is a student-run division of Campus Safety, and are responsible for providing professional emergency medical care to the CC community. In addition to responding to medical incidents on campus, CCEMS assists with sideline medical coverage for club sport home events. CCEMS typically staffs one Emergency Medical Technician (EMT) for baseball, soccer, figure skating, equestrian, and ultimate Frisbee competitions. CCEMS provides two EMTs for rugby and hockey games. All CCEMS EMTs are nationally certified and licensed to practice in the State of Colorado. The EMTs are trained to

recognize, respond to, and manage a wide variety of medical emergencies and injuries. Overall, CCEMS EMTs are a resource to assist the Recreation Athletic Trainer in the treatment of injured players. Unlike athletic trainers, EMTs are not trained in preventative treatment, such as taping, stretching, or diagnosis of injuries.

In the event that a player may have a potentially serious injury, Colorado Springs Fire Department (CSFD) paramedics will be dispatched to provide additional assistance. If the player is seriously injured and requires hospitalization, care will be transferred to American Medical Response (AMR) paramedics for ambulance transport. For minor injuries that still require hospital-based care, Campus Safety Officers will provide transportation of the injured players to the nearest emergency room.

## **SAFETY OFFICERS**

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Safety Officers are students on a club sports team that, at a minimum, hold certifications in CPR/AED, and Basic First Aid from an approved provider (American Heart Association, American Red Cross, etc.). The Recreation Athletic Trainer is available to provide First Aid, CPR/AED training. These individuals act as a liaison between team members, the Recreation staff, and the Recreation Athletic Trainer regarding health and safety issues as it relates to their sport.

It is the expectation that Safety Officers:

- Monitor the safety of the environment in which they participate and report any unsafe conditions, accidents, and/or incidents to the Recreation staff and/or Campus Safety, as necessary. This includes the completion of an accident report for any injuries sustained by members of the organization or guests at the practice or event, in which no other institution-issued medical personnel is present.
- In the event of an injury and/or medical emergency, provide assistance to injured individual(s) within the scope of their training and notify the Recreation Athletic Trainer, Campus Safety, and EMS as needed.
- Familiarize themselves with and follow the established Campus Recreation Department's Emergency Action Plans, as well as, become acquainted with the locations of the nearest AED during club activities.
- Strive to ensure that at least one Safety Officer is in attendance at every club practice and event.
- Enforce the Athletics Department's severe weather policy at all club events, especially in cases of lightning.
- Attend all risk management trainings and meetings.

## **REQUIREMENTS**

Each club must have a minimum of two Safety Officers on their roster. All designated Safety Officers must complete a Safety Officer Agreement form prior to the commencement of their season. Failure to adhere to Safety Officer requirements may lead to probation, suspension, and/or termination of the club sport.



## **RETURN TO PLAY**

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Any club sports participant who have sustained an injury that requires a physician referral, (including concussions) are required to be cleared by a physician, nurse practitioner, or physician assistant. The clearance note must be seen and approved by the Recreation Athletic Trainer prior to resuming participation in club sports. Following a clearance note, the Recreation Athletic Trainer will assess the athlete's functional status including, strength equal to or greater than 90% of the non-injured side, normal pain-free range of motion, and other assessments as deemed appropriate and provide recommendations on a return to play protocol.

## **CONCUSSION POLICY**

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A concussion is defined as "a type of traumatic brain injury caused by a bump, blow, or jolt to the head or by a hit to the body that causes the head and brain to move rapidly back and forth or side to side. This sudden movement can cause the brain to bounce around or twist in the skull, creating chemical changes in the brain and sometimes stretching and damaging brain cells."

Concussions often present differently and individuals may show or report one or more of the symptoms listed below, or simply say they just "don't feel right".

- Concussion Signs:
  - Can't recall events prior to or after a hit or fall
  - Appears dazed or stunned
  - Forgets an instruction, is confused about an assignment or position, or is unsure of the game, score, or opponent
  - Moves clumsily
  - Answers questions slowly
  - Loses consciousness (even briefly)
  - Shows mood, behavior, or personality changes
- Concussion Symptoms:
  - Headache or "pressure" in head
  - Neck pain
  - Nausea or vomiting
  - Dizziness, blurred vision, or balance problems
  - Sensitivity to light and/or noise
  - Feeling slowed down or like "in a fog"
  - Don't feel right
  - Difficulty concentrating and/or remembering
  - Fatigue or low energy
  - Confusion
  - Drowsiness
  - More emotional, irritable, sad, nervous, or anxious
  - Trouble falling asleep or sleeping more than usual

Colorado College's Club Sports program takes a very serious approach to all head injuries. Concussions are serious injuries and must be managed properly in order to keep participants from further harm. In accordance with NCAA recommendations, and to uphold the mission to provide excellent healthcare to all, every club sport athlete will have baseline concussion testing done prior to the commencement of their season.

Any athlete who exhibits signs or symptoms consistent with a concussion will immediately be removed from participation and will not return to play until further evaluation and clearance by the Recreation Athletic Trainer in conjunction with a physician, nurse practitioner, or physician's assistant.

It is important to understand that every concussion is different and therefore must be treated on a case-by-case basis. Once a participant has been diagnosed with a concussion, they will be prohibited from participating in any physical activity. The amount of time an athlete will be prohibited from physical activity is based on the duration that the symptoms are present. After a concussion, both physical and cognitive rest are extremely important in order to allow the brain optimum conditions to heal from the injury that has occurred. The Recreation Athletic Trainer will provide a note to the individual's professor explaining that the athlete is suspected of having a concussion. Furthermore, if an athlete is in need of academic accommodations, the Recreation Athletic Trainer will coordinate with Accessibility Resources to provide the necessary assistance. It is also very important that the athlete avoid taking any medications and eliminate alcohol consumption after sustaining a concussion. Consuming alcohol or taking a medication can mask symptoms that may indicate potentially life-threatening complications from sustaining head trauma.

Progression through a return to play protocol is required and will be completed at the discretion of the Recreation Athletic Trainer and team physician, physician's assistant, or nurse practitioner. After the diagnosis of a concussion, it is expected that the individual check in with the Recreation Athletic Trainer daily to update them on how they are feeling and complete a symptom score sheet. Student-athletes must receive clearance from a physician, nurse practitioner, or physician assistant in conjunction with the Recreation Athletic Trainer managing their care before returning to any physical activity.

## **Inclement Weather Policies**

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### **Heat Illnesses**

Heat illness occurs in individuals exposed to excessive environmental heat. Heat illness can present as heat cramps, heat exhaustion or heat stroke. Heat cramps are a form of heat illness characterized by intense muscle spasms after prolonged, intense exercise in the heat. Heat exhaustion is a form of heat illness characterized by the athlete having a perceived discomfort as body temperature rises. Heat stroke is a serious and life threatening condition that requires immediate action. Heat stroke can lead to permanent disability or death if left untreated. Heat stroke is the 2<sup>nd</sup> leading cause of death in athletes, behind only cardiac death.

Risk factors for heat illness include:

- Hot/humid weather
- Inadequate athlete preparation (individuals with poor fitness level and/or insufficient acclimatization to the heat)
- Excessive physical exertion
- Dehydration
- Overweight
- Heavy clothing/uniforms/equipment
- Sick cell trait/disease

## **Heat Cramps**

- *Symptoms*
  - Intense muscle pain without a history of muscle strain
  - Persistent involuntary muscle contractions
- *Management*
  - Remove athlete from heat
  - Sports drinks may help replace fluid and electrolyte losses. Provide water if no sports drinks are available
  - Light stretching and massage of the affected muscles may help alleviate cramping

## **Heat Exhaustion**

- *Symptoms*
  - Elevated core temperature
  - Fatigue
  - Headache/lightheadedness
  - Weakness/loss of coordination
  - Profuse sweating
  - Nausea, vomiting, stomach cramps
- *Management*
  - Move athlete to the shade/inside
  - Remove extra clothing and equipment
  - Cool the athlete rapidly with cold water, cold towels, and fans
  - Encourage fluids if the athlete is alert and not nauseated
  - Monitor the athlete closely for signs of worsening
  - Continue cooling the athlete until they can be removed from the environment
  - Make plans to transport the athlete if the symptoms progress or if there is a slow response to the above management
  - Any athlete experiencing heat exhaustion will not be allowed to return to play that same day
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## **Heat Stroke**

- *Symptoms*
  - Heat stroke can occur abruptly
  - Elevated core body temperature

- Progressive headache, dehydration, weakness, fatigue, and nausea
- Key feature is the central nervous system dysfunction, such as altered consciousness, decreased mental focus, seizures, confusion, emotional instability, and irrational/combative behavior
- Increased heart rate
- Rapid breathing
- *Management*
  - Initiate the Emergency Action Plan
  - "Cool first, transport second"
  - Move the athlete out of the heat
  - Remove extra clothing/equipment
  - Quickly begin aggressive whole-body cooling. Immersion in a cold tub is best, but if this is not available, use cold towels, ice, and fans to rapidly bring body temperature down. Ice bags/towels should be placed on as much of the body as possible. Areas of focus should include the neck, under the arms, and in the groin area.
  - When EMS arrives, transport to emergency medical facility only after appropriately cooled
  - Delaying cooling can result in permanent injury. When an athlete collapses in the heat, there should be no delay in initiating the emergency action plan and cooling the athlete.

## Prevention

- Monitor environment regarding heat and humidity
- Adjust workload/equipment in high-risk conditions
- Conduct warm-ups in the shade. Allow for breaks in the shade
- Acclimate individuals gradually to the heat
- Mandate scheduled rest/breaks/hydration during practices in the heat
- Teach and practice appropriate hydration methods

## Monitoring Environment

- Below is an activity guideline based on the wet-bulb globe temperature. Colorado is a Category 1 state.

Cat 3	Cat 2	Cat 1	Activity Guidelines
< 82.0°F < 27.8°C	< 79.7°F < 26.5°C	< 76.1°F < 24.5°C	Normal Activities – Provide at least three separate rest breaks each hour with a minimum duration of 3 min each during the workout.
82.2 - 86.9°F 27.9-30.5°C	79.9 - 84.6°F 26.6-29.2°C	76.3 - 81.0°F 24.6-27.2°C	Use discretion for intense or prolonged exercise; Provide at least three separate rest breaks each hour with a minimum duration of 4 min each.
87.1 - 90.0°F 30.6-32.2°C	84.7 - 87.6°F 29.3-30.9°C	81.1 - 84.0°F 27.3-28.9°C	Maximum practice time is 2 h. <u>For Football</u> : players are restricted to helmet, shoulder pads, and shorts during practice. If the WBGT rises to this level during practice, players may continue to work out wearing football pants without changing to shorts. <u>For All Sports</u> : Provide at least four separate rest breaks each hour with a minimum duration of 4 min each.
90.1 - 91.9°F 32.2-33.3°C	87.8 - 89.6°F 31.0-32.0°C	84.2 - 86.0°F 29.0-30.0°C	Maximum practice time is 1 h. <u>For Football</u> : No protective equipment may be worn during practice, and there may be no conditioning activities. <u>For All Sports</u> : There must be 20 min of rest breaks distributed throughout the hour of practice.
≥ 92.1°F ≥ 33.4°C	≥ 89.8°F ≥ 32.1°C	≥ 86.2°F ≥ 30.1°C	No outdoor workouts. Delay practice until a cooler WBGT is reached.

## LIGHTNING SAFETY POLICY

The following emergency action plan is based off the NCAA lightning safety guidelines and the National Athletic Training Association (NATA) position statement on lightning safety.

*Chain of Command*: Depending on who is present, it is the responsibility of the Colorado College administrative staff, Recreation Athletic Trainer, and/or the Club Safety Officers to make the call to postpone activities and seek shelter if a lightning warning does occur.

*Monitoring Systems*: Colorado College subscribes to a commercial, real-time lightning-detection service called MxVision WeatherSentry (<https://weather.dtn.com/dtnweather>). All Athletics Department athletic trainers, coaches, and administrators should use this service to monitor the weather. If access to MxVision WeatherSentry is not available, it is suggested that weather be monitored by a reliable method, such as the application WeatherBug.

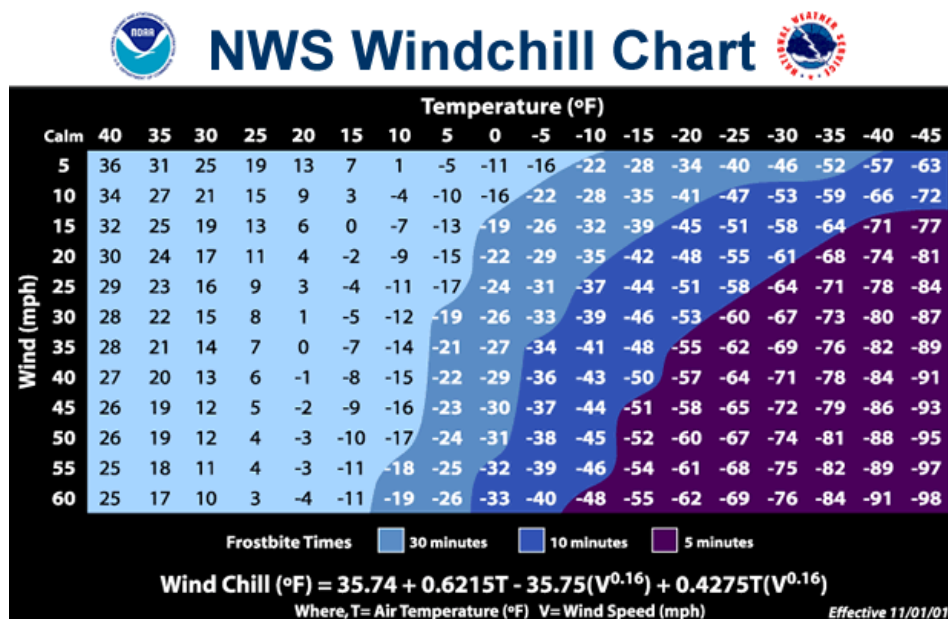
*Field Evacuation Criteria*: When lightning occurs within 12 miles of the venue, a warning should be given to officials and coaches. Once the lightning is within 10 miles of the venue, responsible parties should make the call to clear the fields.

- a. If lightning occurs within 10 miles of a venue during a game, responsible parties will inform the spectators that there is lightning in the area and they should take shelter in a lightning-safe building such as The Preserve, Bemis Hall, Adam F. Press Fitness Center, and El Pomar Sports Center.
- b. Once the field has been cleared, responsible parties should continue to monitor the weather via WeatherSentry. If access to MxVision WeatherSentry is not available, it is suggested that weather be monitored by a reliable method, such as the application WeatherBug.
- c. Events may resume when there has been 30 minutes since the last lightning strike within 10 miles of the venue.

**Safe Locations:** The NATA defines lightning-safe locations as “substantial, fully enclosed buildings with wiring and plumbing.” For Washburn Field, Stewart Field, Olson Field, and the Fine Arts Center Grass, the El Pomar Sports Center and the Adam F. Press Fitness Center are the best options for a lightning shelter. For Autry Field, the bathrooms on the west side of the field are the best option for a lightning shelter. For Tava quad, the Tutt Library on the north side of the quad and Armstrong hall to the south are the best options for lightning shelter.

## COLD WEATHER POLICY

All outdoor club sports activities at Colorado College operate under the cold weather guidelines put forth by the National Weather Service and National Athletic Trainers Association Position Statement on Environmental Cold Injuries. Therefore, the following chart will be used as a reference to ensure that all activities are within safe parameters:



**Example:** The official temperature in Colorado Springs was -5 degrees and the wind speed was 9 mph. Cross referenced to this chart, this would indicate a wind chill temperature of -22. From this information, we know that frostbite will occur after approximately 30 minutes of exposure.

Clothing should provide layers that allow for evaporation of sweat with minimal absorption. The internal layers should be made out of a moisture wicking material such as polyester. The middle

layer should provide insulation to the body and should be made of wool, feather, or fleece. The external layer should be removable in addition to being wind and water resistant. Toes, fingers, ears, and skin should be protected when wind-chill temperatures are in the range at which frostbite is possible in 30 minutes or less. Other important issues to remember when exercising in the cold weather are a decreased ability for the body to retain heat due to wet clothing from sweating, the decreased ability to breathe efficiently in the cold air, an increased likelihood of asthma attack in cold air, the increased likelihood of musculoskeletal injury, and mental impairment with the onset of hypothermia.

All individuals are asked to be cognizant of the early warning signs of cold-induced stress, as these are important in preventing cold weather-related injuries. The following signs and symptoms are considered to be early warning signs:

- Intense Shivering
- Abnormal sensation at the distal extremities
- Disorientation
- Slurred Speech

## **TORNADO POLICY**

For tornado watch and warning information, stay tuned to the National Weather Service. Designated shelter areas should keep all participants away from outside windows and doors. Areas recommended are windowless locker rooms, rest rooms, corridors, etc.

A **tornado watch** goes into effect when, although the actual conditions in the area may not be presently threatening, there is a strong chance of a possible tornado developing.

- Review the actions that should take place should a tornado watch develop, or if a tornado funnel is sighted.
- Ensure no physical restrictions exist that would prevent free movement to your nearest safe area (clear any blocked doors, aisles, etc.)
- Continue normal activities, but be alert to the weather outside, and monitor the radio/television or watch the sky for worsening weather conditions.
- DO NOT phone Campus Safety or Colorado Springs Police Department for information. Keep the telephone lines clear for emergency messages.

A **tornado warning** goes into effect when a tornado has been sighted.

- Outdoor practices and competitions should be ended immediately and all equipment should be secured.
  - All participants and supervisors should leave the site and seek shelter. Indoor participants should seek shelter away from windows, preferably in a basement or low-lying area.
- Take cover and/or proceed to the nearest area/shelter.
- Because of possible electrical failures, use the stairs, not the elevators.
- Avoid auditoriums and gymnasiums with large, poorly supported roofs.
- In multi-story buildings, you should move to the basement or first floor.
  - Inner hallways are usually safe areas. If possible, move to the ground level.
  - If you are in a frame or sheet metal building and weather conditions permit, move to a brick or stone building for added protection.

# Emergency Action Plan

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## Medical Coverage

- The recreation staff will act as primary care givers at the scene of an injury or accident and should manage the situation according to the following rank.
  1. Recreation Athletic Trainer
  2. Recreation staff (Director, Asst. Director, Coordinator of Intramurals & Club Sports)
  3. Club Sport Safety Officers & Fitness Center Monitors
  4. Fellow Students
- The welfare of the injured individual is always first and foremost, therefore immediate care in some form is vital and by no means should care wait to be undertaken. Proceed as judgement and training dictates until more qualified help arrives.
- If a severe medical emergency occurs while a certified athletic trainer is not present, immediately call 911 to activate the emergency medical system as well as Campus Safety and then call the Recreation Athletic Trainer to notify them of the situation.

## Emergency Medical Care Roles

- Provide immediate direct medical care to any injured individual
- Assist with scene management during an emergency medical event including coordinating with EMS, fire, police, and Campus Safety
- Direct EMS to the scene
- Serve as a medical care provider to visitors traveling to CC
- Make referral decision concerning injured individuals

## Communication

- Emergency Call Procedure
  - What to say:
    - Identify yourself (name and affiliation with college)
    - Briefly explain situation (i.e. unconscious individual, individual not breathing)
    - Explain purpose of call (i.e. ambulance needed)
    - Explain location (address/landmarks/building names)
    - Explain care that is currently being provided (i.e. AED, chest compressions)
    - Hang up only after the dispatcher concludes the call
- Emergency Signals
  - Arm held up with hand in a fist: Vacuum splints
  - Arms outstretched with palms up: Spine board
  - Hands sign of pyramid above head: Call Ambulance
  - *Both* arms held up with *both* hands in a fist: AED/Blue Bag

## Emergency Equipment

- AED: Recreation Athletic Trainer Emergency Blue Bag, at the El Pomar Fitness Center Desk, East end of Heritage Hall, next to room 218, next to room 121 and in the Schlessman pool. AEDs are also located at the Mohrman Theater Lobby, Cornerstone Mezzanine, Fine Arts Center Security Office, Honnen Ice Rink Front Desk, Shove Chapel next to door 105, Spencer Center main lobby, Tutt Library near the East Entrance elevator, and at the Worner Center information desk.



- Vacuum splints: In the Recreation Athletic Trainer's office and on site at all club sport home games
- Spine board: In Washburn and Stewart Field athletic training room and CCEMS to provide spinal immobilization equipment for all club sport events held at Honnen Ice Center
- CPR Masks: Are located with the AEDs. A BVM is located in the Athletic Trainer's Kit and Emergency Blue Bag.

### **Injured Individual Transportation**

- Transportation decisions should be made by the most qualified individual on scene.
- Ambulance – Transports all individuals who are unstable and those individuals who wish to be transported by ambulance.
  - No ambulance will be on-site for club sports competitions, however CCEMS will provide on-site, non-transport, emergency medical coverage and will work under direction of Recreation Athletic Trainer and local protocols.
- Private Vehicle – Transports only if the individual is stable. On site Recreation staff must obtain contact information of driver.
- When at all possible, an individual who knows the injured individual should accompany them to the hospital. If there is no one on scene who knows the injured individual, an individual who was on scene who can inform medical providers of what occurred should accompany them to the hospital.

### **Important Contact Information**

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Wes Kosel – Assistant Director of the Fitness Center

- (918) 327-1215, Cell
- (719) 389-6112, Office
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## Washburn Field Emergency Action Plan

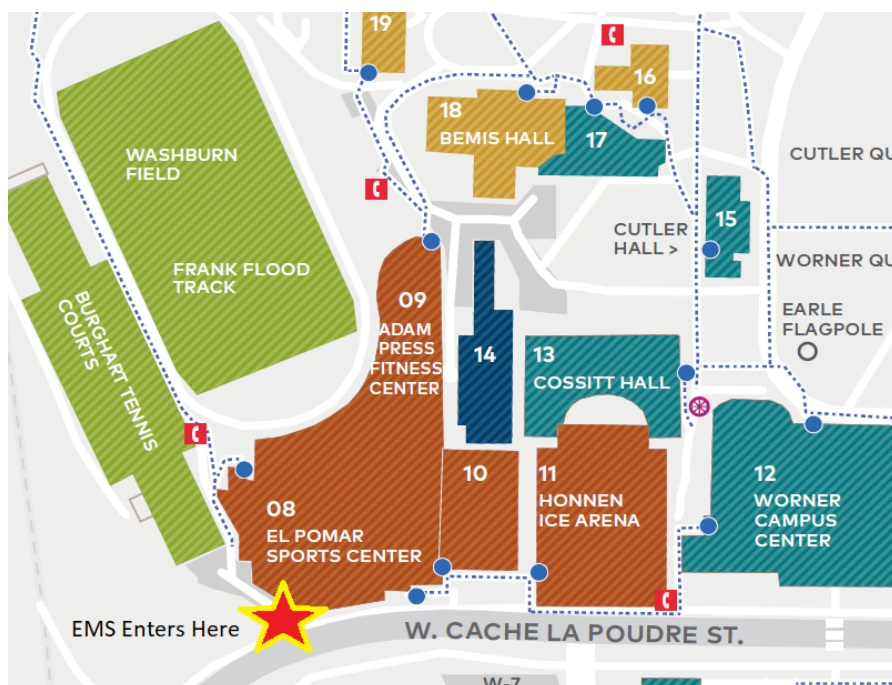
**Emergency Personnel:** Certified Athletic Trainer is on-site for all club sports games and is generally on campus from 12:00 PM – 8:00 PM Monday-Friday. Recreation staff will be on-site for all club sports games. CCEMS will be on-site for all club sports games.

**Emergency Communication:** Personal cell phone & stationary phone is located in the Washburn athletic training facility.

**Emergency Equipment:** Athletic Trainer's kit and emergency blue bag will be on site for all games and both are located in the Recreation Athletic Trainer's office. First Aid Kit is located at the El Pomar Fitness Center Desk. AED is located on the first floor next to room 121, second floor next to room 218, or Adam Press Fitness Center North Desk. Vacuum splints on site for all club sports games and are located in Recreation Athletic Trainer's office. Crutches and braces are located in Recreation Athletic Trainer's Office.

### **Roles of Emergency Care Team Members**

- Immediate care of the injured/ill individual, following appropriate first aid principles
- Emergency equipment retrieval, appropriate to the emergency
- Activation of emergency medical system (EMS). Provide them with the following information:
  - Identify yourself (name and affiliation with college)
  - Briefly explain situation (i.e., unconscious individual, individual not breathing)
  - Explain purpose of call (i.e., ambulance needed)
  - Explain location (address/landmarks/building names)
  - Explain care that is currently being provided (i.e., AED, chest compressions)
  - Hang up only after the dispatcher concludes the call
- Assist Campus Safety with directing or flagging down EMS
- Open appropriate gates and doors
- Scene control: keep non-emergency personnel away from the scene



### **Venue Directions**

From N. Cascade Ave, head west on W. Cache la Poudre St. There will be an alleyway to the west of the El Pomar Sports Complex, turn north into that alleyway, and the field will be to your northwest from that alleyway.

### **Venue Concerns**

The field is not entirely visible from the street. There are metal bollards in the ground at the entrance to the track, these should be removed with activation of the EAP. People tend to park in the drive to the west of the El Pomar Sports Complex.

## **Stewart/Olson Field Emergency Action Plan**

**Emergency Personnel:** Certified Athletic Trainer is on-site for all club sports games and is generally on campus from 12:00 PM – 8:00 PM Monday-Friday. Recreation staff will be on-site for all club sports games. CCEMS will be on-site for all club sports games.

**Emergency Communication:** Personal cell phone & stationary phone is located in the Washburn athletic training facility.

**Emergency Equipment:** Athletic Trainer's kit and emergency blue bag will be on site for all games and both are located in the Recreation Athletic Trainer's office. First Aid Kit is located at the El Pomar Fitness Center Desk. AED is located at the Adam Press Fitness Center Desk. Vacuum splints on site for all club sports games and are located in Recreation Athletic Trainer's office. Crutches and braces are located in Recreation Athletic Trainer's Office.

### **Roles of Emergency Care Team Members**

- Immediate care of the injured/ill individual, following appropriate first aid principles
- Emergency equipment retrieval, appropriate to the emergency
- Activation of emergency medical system (EMS). Provide them with the following information:
  - Identify yourself (name and affiliation with college)
  - Briefly explain situation (i.e., unconscious individual, individual not breathing)
  - Explain purpose of call (i.e., ambulance needed)
  - Explain location (address/landmarks/building names)
  - Explain care that is currently being provided (i.e., AED, chest compressions)
  - Hang up only after the dispatcher concludes the call
- Assist Campus Safety with directing or flagging down EMS
- Open appropriate gates and doors
- Scene control: keep non-emergency personnel away from the scene



#### **Venue Directions**

From N. Cascade Ave, head west on W. Uintah St. Turn south into the alleyway that is just before the bridge and prior to Glen Avenue.

#### **Venue Concerns**

There is a parking lot that EMS will have to pass through in order to go down the ramp to the field.

## Tava Quad Emergency Action Plan

**Emergency Personnel:** Certified Athletic Trainer is on-site for all club sports games and is generally on campus from 12:00 PM – 8:00 PM Monday-Friday. Recreation staff will be on-site for all club sports games. CCEMS will be on-site for all club sports games.

**Emergency Communication:** Personal cell phone.

**Emergency Equipment:** Athletic Trainer's kit and emergency blue bag will be on site for all games and both are located in the Recreation Athletic Trainer's office. AED is located in Tutt Library at the East Entrance next to the elevator and Shove Chapel, near the main chapel office next to door 105. Vacuum splints on site for all club sports games and are located in Recreation Athletic Trainer's office. Crutches and braces are located in Recreation Athletic Trainer's Office.

### **Roles of Emergency Care Team Members**

- Immediate care of the injured/ill individual, following appropriate first aid principles
- Emergency equipment retrieval, appropriate to the emergency
- Activation of emergency medical system (EMS). Provide them with the following information:
  - Identify yourself (name and affiliation with college)
  - Briefly explain situation (i.e., unconscious individual, individual not breathing)
  - Explain purpose of call (i.e., ambulance needed)
  - Explain location (address/landmarks/building names)
  - Explain care that is currently being provided (i.e., AED, chest compressions)
  - Hang up only after the dispatcher concludes the call
- Assist Campus Safety with directing or flagging down EMS
- Open appropriate gates and doors
- Scene control: keep non-emergency personnel away from the scene



#### **Venue Directions**

Venue can be accessed off of E. Cache La Poudre St, by heading West from N. Nevada Ave and parking in the Armstrong Hall Parking Lot. Venue can also be accessed off of E. Uintah St, by heading East from N. Cascade Ave.

#### **Venue Concerns**

The quad is only visible from N. Cascade Ave. The quad is also large and is made up of multiple smaller fields. EMS must be told what side of the field the individual is on to coordinate appropriate pick-up location. An individual must be designated to flag down EMS.



## **Honnen Ice Arena Emergency Action Plan**

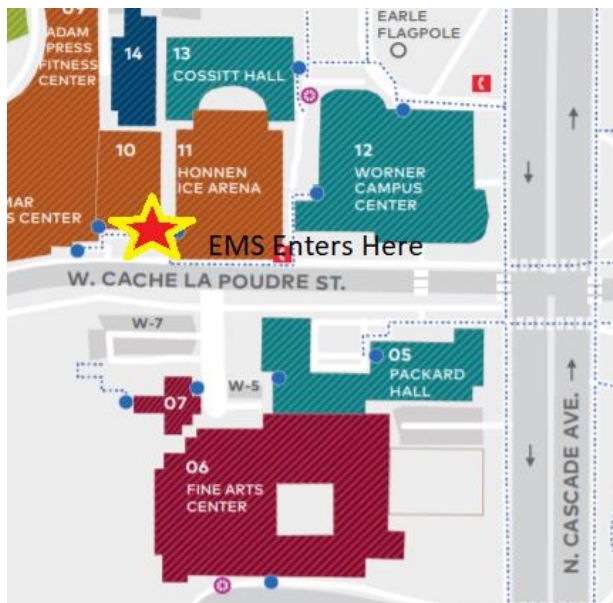
**Emergency Personnel:** Certified Athletic Trainer is on-site for all club sports games and is generally on campus from 12:00 PM – 8:00 PM Monday-Friday. Recreation staff will be on-site for all club sports games. CCEMS will be on-site for all club sports games.

**Emergency Communication:** Personal cell phone & stationary phone is located in the office.

**Emergency Equipment:** Athletic Trainer's kit and emergency blue bag will be on site for all games and both are located in the Recreation Athletic Trainer's office. First Aid Kit is located at the front desk. AED is located at the front desk. Vacuum splints on site for all club sports games and are located in Recreation Athletic Trainer's office. Crutches and braces are located in Recreation Athletic Trainer's Office.

### **Roles of Emergency Care Team Members**

- Immediate care of the injured/ill individual, following appropriate first aid principles
- Emergency equipment retrieval, appropriate to the emergency
- Activation of emergency medical system (EMS). Provide them with the following information:
  - Identify yourself (name and affiliation with college)
  - Briefly explain situation (i.e., unconscious individual, individual not breathing)
  - Explain purpose of call (i.e., ambulance needed)
  - Explain location (address/landmarks/building names)
  - Explain care that is currently being provided (i.e., AED, chest compressions)
  - Hang up only after the dispatcher concludes the call
- Assist Campus Safety with directing or flagging down EMS
- Open appropriate gates and doors
- Scene control: keep non-emergency personnel away from the scene



### **Venue Directions**

From N. Cascade Ave. head West on W. Cache La Poudre St. There will be an ally way to the north in between Schlessman Pool and Honnen Ice Center, EMS should enter into that ally. EMS can enter through the southwest doors or through the Zamboni Garage on the northwest side of the building, which will need to be opened and Zamboni removed.

### **Venue Concerns**

This is an ice arena and EMS may have to walk on the ice sheet. Ice arena staff should provide EMS with shoe covers to assist walking on ice. Due to the temperature in the arena, hypothermia should be a concern. If an injury were to occur in the stands, the best access to the stands is through the Southeast entrance and there will be stairs.

## **El Pomar Sports Center & Adam Press Fitness Center**

### **Emergency Action Plan**

**Emergency Personnel:** Certified Athletic Trainer is on-site for all club sports games and is generally on campus from 12:00 PM – 8:00 PM Monday-Friday. Recreation staff will be on-site for all club sports games. CCEMS will be on-site for all club sports games.

**Emergency Communication:** Personal cell phone & stationary phone is located at both North and South desks.

**Emergency Equipment:** Athletic Trainer's kit and emergency blue bag will be on site for all games and both are located in the Recreation Athletic Trainer's office. First Aid Kit is located at the Fitness Center Desk & South Entrance Desk. AED is located at the Fitness Center Desk, east end of Heritage Hall, 2<sup>nd</sup> floor next to room 218, 1<sup>st</sup> floor next to room 121, Schlessman Pool, and Recreation Athletic Trainer's Office 220. Vacuum splints on site for all club sports games and are located in Recreation Athletic Trainer's office. Crutches and braces are located in Recreation Athletic Trainer's Office.

### **Roles of Emergency Care Team Members**

- Immediate care of the injured/ill individual, following appropriate first aid principles
- Emergency equipment retrieval, appropriate to the emergency
- Activation of emergency medical system (EMS). Provide them with the following information:
  - Identify yourself (name and affiliation with college)
  - Briefly explain situation (i.e., unconscious individual, individual not breathing)
  - Explain purpose of call (i.e., ambulance needed)
  - Explain location (address/landmarks/building names)
  - Explain care that is currently being provided (i.e., AED, chest compressions)
  - Hang up only after the dispatcher concludes the call
- Assist Campus Safety with directing or flagging down EMS
- Open appropriate gates and doors
- Scene control: keep non-emergency personnel away from the scene



#### **Venue Directions**

From N. Cascade Ave, head west on W. Cache la Poudre St. There will be an alley way to the west of the El Pomar Sports Complex, turn north into that alleyway.

#### **Venue Concerns**

There are multiple locations where the injured individual may be (Fitness Center, Recreation Gym, Reid Arena, Auxiliary Gym, etc.). An individual familiar with the building and key or card access must escort EMS. There is no elevator access for EMS gurney to the 4<sup>th</sup> floor of the administrative offices of the El Pomar Sports Complex. They will have to enter on the 3<sup>rd</sup> floor of the building, proceed down the hallway of the administrative offices, and use the stairwell at the end of the hall. Someone with a key card/door keys must accompany them.

## **Autrey "Yampa" Field Emergency Action Plan**

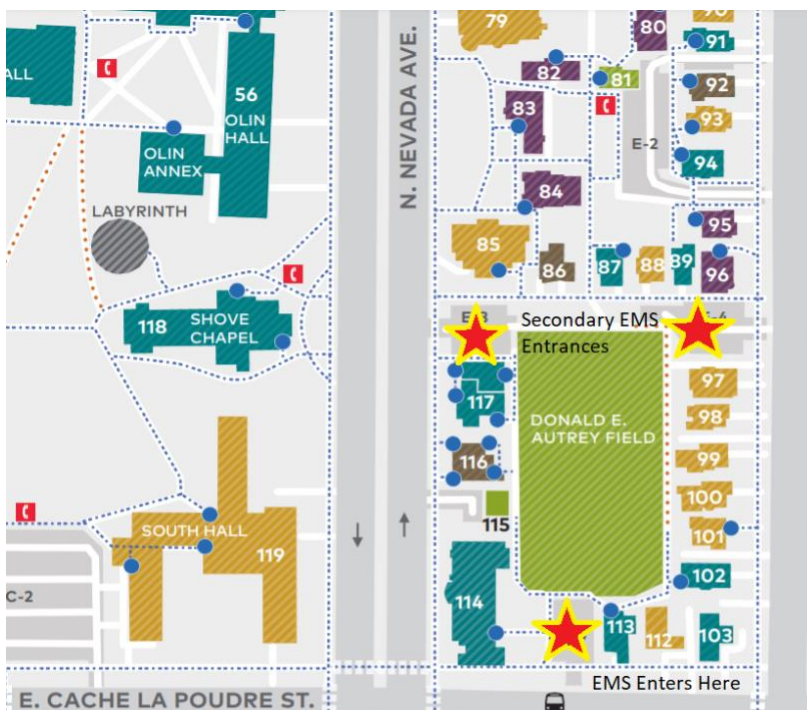
**Emergency Personnel:** Certified Athletic Trainer is on-site for all club sports games and is generally on campus from 12:00 PM – 8:00 PM Monday-Friday. Recreation staff will be on-site for all club sports games. CCEMS will be on-site for all club sports games.

**Emergency Communication:** Personal cell phone.

**Emergency Equipment:** Athletic Trainer's kit and emergency blue bag will be on site for all games and both are located in the Recreation Athletic Trainer's office. AED is located at the Shove Chapel, near the main chapel office next to door 105. Vacuum splints on site for all club sports games and are located in Recreation Athletic Trainer's office. Crutches and braces are located in Recreation Athletic Trainer's Office.

### **Roles of Emergency Care Team Members**

- Immediate care of the injured/ill individual, following appropriate first aid principles
- Emergency equipment retrieval, appropriate to the emergency
- Activation of emergency medical system (EMS). Provide them with the following information:
  - Identify yourself (name and affiliation with college)
  - Briefly explain situation (i.e., unconscious individual, individual not breathing)
  - Explain purpose of call (i.e., ambulance needed)
  - Explain location (address/landmarks/building names)
  - Explain care that is currently being provided (i.e., AED, chest compressions)
  - Hang up only after the dispatcher concludes the call
- Assist Campus Safety with directing or flagging down EMS
- Open appropriate gates and doors
- Scene control: keep non-emergency personnel away from the scene



#### **Venue Directions**

From N. Nevada, head East on E. Cache La Poudre St. There is a parking lot just east of the Cheryl Schlessman Bennet Children's Center (909 N. Nevada Ave.) that EMS should pull into park.

#### **Venue Concerns**

There are two other small parking lots that EMS may use to access the North side of the field. There is a parking lot next to the Outdoor Education Center off of N. Nevada Ave. There is another parking lot located next to the Kappa Sigma Fraternity House off of N. Weber St.

## **Fine Arts Center Grass**

### **Emergency Action Plan**

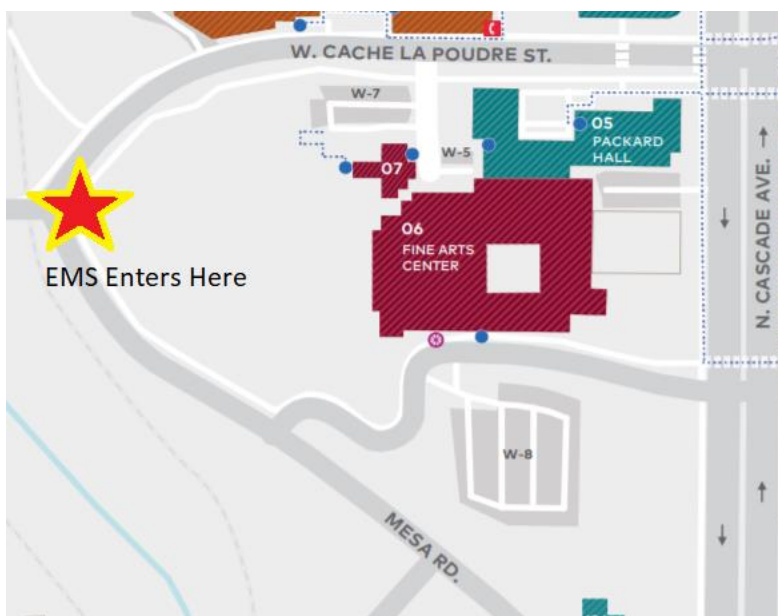
**Emergency Personnel:** Certified Athletic Trainer is on-site for all club sports games and is generally on campus from 12:00 PM – 8:00 PM Monday-Friday. Recreation staff will be on-site for all club sports games. CCEMS will be on-site for all club sports games.

**Emergency Communication:** Personal cell phone & stationary phone is located at El Pomar Sports Complex south desk.

**Emergency Equipment:** Athletic Trainer's kit and emergency blue bag will be on site for all games and both are located in the Recreation Athletic Trainer's office. First Aid Kit is located at the El Pomar Sports Complex south desk. AED is located at the Fine Arts Center Security Office. Vacuum splints on site for all club sports games and are located in Recreation Athletic Trainer's office. Crutches and braces are located in Recreation Athletic Trainer's Office.

### **Roles of Emergency Care Team Members**

- Immediate care of the injured/ill individual, following appropriate first aid principles
- Emergency equipment retrieval, appropriate to the emergency
- Activation of emergency medical system (EMS). Provide them with the following information:
  - Identify yourself (name and affiliation with college)
  - Briefly explain situation (i.e., unconscious individual, individual not breathing)
  - Explain purpose of call (i.e., ambulance needed)
  - Explain location (address/landmarks/building names)
  - Explain care that is currently being provided (i.e., AED, chest compressions)
  - Hang up only after the dispatcher concludes the call
- Assist Campus Safety with directing or flagging down EMS
- Open appropriate gates and doors
- Scene control: keep non-emergency personnel away from the scene



#### **Venue Directions**

From N. Cascade Ave. head West on W. Cache La Poudre St. The field will be to the south of the street. The best meeting location will be at the intersection of W. Cache La Poudre St, Mesa Rd, and Glen Ave.

#### **Venue Concerns**

There are frequently cars parked along the side of the street thus limiting EMS access to the area. An individual must be designated to flag down EMS.



## **Scope of Practice**

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In coordination with our Team Physician, the following provides a general outline of how the Campus Recreation Athletic Training program will operate. This includes care and treatment of orthopedic injuries, medical illnesses, and Life-Threatening injury/illnesses.

### **1. Immediate Evaluation and Treatment of Life-Threatening Injury or Illness**

- a. Management of Airway, Breathing and Circulation (ABCs) including but not limited to...
  - i. Use of Cardiopulmonary Resuscitation (CPR)
  - ii. Use of an Automated External Defibrillator (AED)
  - iii. Use of airway adjuncts as indicated
- b. Management of head and/or neck injury including but not limited to...
  - i. Spinal immobilization for impaired judgement, midline cervical or high thoracic spine tenderness on palpation, neurologic deficits or complaints such as numbness, tingling, weakness, or other obvious sensorimotor deficits.
  - ii. EMS to transport individuals with positive loss of consciousness, worsening concussion symptoms, or suspected neck injury.
- c. Referral for further medical treatment, as necessary

### **2. Evaluation and Treatment of Orthopedic Injuries**

- a. Management of Acute Orthopedic Injuries including but not limited to...
  - i. Suspected fracture
    - 1. Splint in a position of comfort
    - 2. Confirm intact Circulatory, Sensory, and Motor Function
  - ii. Suspected Dislocation
    - 1. Splint in the position the joint is located in
    - 2. Reduction may only be attempted with compromised Circulatory, Sensory, and Motor function
  - iii. Suspected Sprain, Strain, or other Musculoskeletal Injury
    - 1. POLICE (Protect, Optimal Loading, Ice, Compression, Elevation), as indicated
- b. Post-Acute and Chronic injury management including but not limited to...
  - i. Therapeutic exercises and modalities to increase range of motion, strength, and functional ability
  - ii. Therapeutic exercises and modalities to decrease pain and swelling
  - iii. Return to Play decisions based on functional ability, strength assessments, pain free range of motion, and other assessments deemed as appropriate
- c. Referral for further medical treatment, as necessary

### **3. Evaluation and Treatment of Medical Illnesses**

- a. Treatment of life-threatening medical illnesses including, but not limited to...
  - i. Severe Allergic Reaction with Epi-Pen use
  - ii. Opioid Overdose with Naloxone use
  - iii. Diabetic Emergencies with Glucose Gel
  - iv. Asthma emergencies by assisting individual with their own prescribed inhaler
- b. Dispensing of over-the-counter medications including but not limited to...
  - i. Ibuprofen, Acetaminophen, Antacids, Diphenhydramine, Electrolytes, Cough Drops
- c. Referral for further medical treatment, as necessary