Jarvis Christian College
Emergency Action Plan (EAP)

Jarvis Christian College has a written emergency plan that should be followed in the event of a medical emergency. All coaches should be familiar with this document and their role and responsibility in an emergency. Any questions should be directed to the head athletic trainer (or school administrator, in the absence of a licensed athletic trainer).

An emergency is the need for Emergency Medical Services (EMS) to give further medical attention and/or transport an athlete to the hospital. It is important in these situations that coordination between the athletic trainer, coaches, administrators and student responders be effective. This guide is intended to delineate roles and outline the protocol to be followed should an emergency occur. Situations when 911 should be called are:

- an athlete is not breathing
- an athlete has lost consciousness
- it is suspected that an athlete may have a neck or back injury
- an athlete has an open fracture (bone has punctured through the skin)
- severe heat exhaustion or suspected heat stroke
- severe bleeding that cannot be stopped

Chain of Command

Team Physician
Certified Athletic Trainer
Athletic Director
Administrator
Head Coach
Assistant Coach
Sports Medicine Student Assistant
Other Athletes

The highest person in the chain of command who is present at a scene will be the designated person in charge, or leader. That person is responsible for deciding whether or not to call 911, instructing others how they may be of help and will be the person who stays with the athlete until EMS arrives.

Once it has been decided that EMS should be called, the following protocol should be followed:
1. The highest person on the chain of command will be deemed the leader, and will stay with the athlete to monitor the athlete’s condition and administer necessary first aid. If possible, someone else on the chain of command should also stay and assist. The front office or an administrator should be notified that there is an emergency situation on campus.

2. The highest person on the chain of command will make the call to EMS or will designate another person to make the call 911 from a cell phone or pay phone. EMS should be told what the emergency is, the condition of the athlete and how to get to where the athlete is. Also, tell EMS that someone will meet them at the closest intersection to aid in directing the ambulance. **DO NOT HANG UP UNTIL EMS HANGS UP FIRST.**

3. Phones at Jarvis Christian College are located in the main office, coach’s offices, and the athletic training facility. Athletic Trainer will have a cell phone at all times.

4. The leader will send runners to all intersections between where the athlete is located and venue-specific location to direct the ambulance to the athlete. The runners should stay in their positions and wave the ambulance through the proper turns to get to the athlete.

5. The leader will designate another person to attempt contact with the athlete’s parents. **Emergency contact information can be found** in a notebook which coaches, athletic trainers, designated individuals should have with them at all times. If a parent is not present, the form should accompany the athlete to the hospital.

6. If transport is deemed necessary by EMS, the athlete will be taken to, CHRISTUS Mother Frances Hospital in Tyler (800 E Dawson St, Tyler, TX 75701) unless the parent requests otherwise.

Jarvis Christian College is located at:
Private Road 7631 Hwy 80 E, Hawkins, TX 75765

**Location of AED’s**

1. The Athletic Trainer will have an AED at all time during all game competitions

*Coaches should take note of the closest AED to their practice and game locations.*
ADDRESS:
Private Road 7631 Hwy 80 E, Hawkins, TX 75765

IMPORTANT PHONE NUMBERS:
  Athletic Trainer:  (903) 730-4890 Ext. 2527 (O) (951) 271-1995 (C)
  EMS: 911
  Main Office: (903) 730-4890
  Athletic Director’s: (903) 730-4890 Ext. 2526 (O) (228) 861-8524 (C)
  Security Office: (903) 730-4890 Ext. 2775