



Century Sports Medicine Emergency Action Plan

Introduction

Most injuries sustained during athletics or other physical activities are relatively minor. Therefore, athletic programs can develop a false sense of security over time because of the relatively low incidence of catastrophic injuries. Potential limb or life-threatening emergencies can occur at any time, at any level, without warning. These emergencies include but are not limited to: spine injuries, head injuries, severe bleeding, shock, gross deformity to a bone or joint, heat illness, abdominal trauma, asthma or cardiovascular arrest.

The development, implementation and practice of an emergency action plan will help ensure that all personnel are well prepared. This document will guide all individuals to act in not only a quick, but also coordinated fashion while appropriately managing emergencies. After all, an athlete's survival may hinge on how well trained and prepared an athletic department is.

Management of emergency situations during athletic activities may involve athletic trainers and students, coaches, officials, game management personnel, team managers, school administrators, emergency medical personnel and physicians all working together.

During most varsity competitions, the first responder to an emergency is the athletic trainer. In many other levels, practices or strength/conditioning workouts, it may be a coach. Roles within the emergency team may vary depending on factors such as the number of members, the venue or the preference of the athletic trainer.

Duties within the emergency team include establishing scene safety, providing immediate care to the injured athlete, activation of the emergency medical system, equipment retrieval and direction of EMS to the scene.

The most important duties include establishing scene safety and immediate care of the injured athlete. Game management staff will limit scene access and move teams and crowd away from the area. Only the athlete's parent(s)/guardian(s) should be allowed near the scene as well as any volunteer/first aid assistance from spectators that has been approved at the discretion of the on-scene care provider. Assistant coaches should continue to supervise the team during an emergency. The most qualified individual on the scene should provide all acute care in an emergency.

EMS activation should be done as soon as the situation is deemed an emergency. When in doubt – call! **There is no charge for the service unless a patient is transported.** Activating EMS may be done by anyone on the responding team. However, the person chosen for this duty should be someone who is calm under pressure and communicates well over the telephone. This person should also be familiar with the location and address of the sporting venue. It is important to verify good cell phone reception and/or access to a landline.

The person responsible for meeting emergency medical personnel as they arrive should have keys to any locked gates or doors that may slow the arrival of EMS. The person who calls 911 is appropriate for this role or designating someone to do it in their stead.

Equipment retrieval may be done by anyone on the emergency team who is familiar with the types and location of the specific equipment needed. Student athletic trainers, managers and coaches are good choices for this role.

At away sites, the coach or athletic trainer should identify, before the event, cellular reception or access to a landline, the name and location of the nearest emergency care facility and the availability of an ambulance at the event.



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Each team member should have a written copy of the emergency plan. Each team will also have a copy in their team notebook. A copy of the emergency action plan specific to each venue should also be posted prominently by the nearest available telephone. The emergency plan should be reviewed at least once a year with all athletic personnel. The importance of being properly prepared when an athletic injury arises cannot be stressed enough. This emergency action plan helps ensure that an injured athlete will receive a high level of coordinated care during an emergency.

Emergency Phone Numbers (Century High School)

Local EMS: 911 (Remember to dial 9-911 if using a school land line)

Athletic Trainer: Jaime Carter, ATC

808 269 9100 (Mobile)

No cellular service in training room

503 844 1849 (Training Room)

Athletic Director: Kris Welch, CMAA

503 260 5515 (Mobile)

503 844 1805 (Office)

Athletic Secretary: Brenda Barnard

503 844 1816

Hillsboro Police Non-Emergency:

503 629 0111

Century High School

2000 SE Century Blvd
Hillsboro, OR 97123

Tuality Hospital

SE 8th Ave
Hillsboro, OR 97123

Tuality Urgent Care:

(open 8am – 7:30 pm)

335

7545 SE TV-Hwy
Hillsboro, OR 97123

Kaiser Permanente Westside Medical Center

A joint venture in sports medicine between the Hillsboro School District and Tuality Healthcare.

Last updated: 09/1/2015



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2875 NW Stucki Ave
Hillsboro, OR 97124

Providence Tanasbourne Immediate Care
(open 7 am – 11 pm)

18610 NW Cornell Rd #101
Hillsboro, OR 97124

Century High School Aerial Map



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North End Indoor Athletic Events

(Includes all gyms, weight room, training room, wrestling room and locker rooms)

Emergency Personnel: Coaches trained in First Aid & CPR on site at every practice, workout and event. Athletic trainer available per contract (home varsity events) and in the afternoons on regular week days.

Emergency Communication: Cell phone is preferred to activate EMS. Coaching staff should always have a cellular phone available. Athletic trainer will have a cellular phone and landline available. Additional landlines available in the weight room office and the men's and women's locker room offices.

When in doubt call 911! There is no charge for the service unless a patient is transported.

Emergency Equipment: Each team has their own medical kit available at every practice and event. It is the coaches' responsibility to ensure that it is stocked by bringing it to the athletic trainer for restocking when needed. Extra supplies and emergency equipment is located in the training room (athletic trainer and athletic director have keys to the cabinetry). Coaches will also have a team binder available with athlete medical information and emergency contacts.

AED: Located on top of the metal cabinet on the right, just inside the door of the training room. Additional AEDs located near NW entrance to the gym by the trophy case and in the main office near the staff mailboxes.

Roles of First Responders:

1. **Immediate care of the injured or ill student-athlete:** Provided by athletic trainer, coach or anyone trained in First Aid/CPR.
2. **Scene Control:** Game management staff and game officials will limit scene access. Only the parent(s)/guardian(s) of the injured athlete or volunteer medical/first aid assistance requested by the care provider should be allowed. Assistant coaches are responsible for supervising the team.
3. **Activation of EMS:** as directed by individual providing care. Provide information as requested by dispatcher. Do not hang up until the dispatcher ends the call.
4. **Emergency equipment retrieval:** As directed by individual providing care.
5. **EMS Direction/Transportation:** Designate an individual to direct EMS to the scene.

****No athlete will be transported in an ambulance without a parent or school official with them****



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6. **Follow Up:** If the athlete's parent/guardian is not present, notify them immediately. If the athletic trainer is not present, notify them immediately after contacting the parent/guardian. The care provider is responsible for completing an HSD incident report. All inquiries about the injured athlete, media or otherwise, should be directed to the Athletic Director or Head Coach.

The indoor athletic arenas are best accessed at the North end of the school via the student parking lot. **The main gym entrance allows for the quickest elevator access.** There are 4 alternate entrances along the fire lane between the gym and athletic fields. One is behind the play structure which leads directly into the gym. The next is by the weight room office. The third enters directly into the weight room. The last is at the weight room's south end which leads directly upstairs to the upper gym and wrestling room.

North End Outdoor Athletic Events

(Includes track field, softball fields, soccer field, JV baseball field and student parking lot)

Emergency Personnel: Coaches trained in First Aid & CPR on site at every practice, workout and event. Athletic trainer available per contract (home varsity events) and in the afternoons on regular week days.

Emergency Communication: Cell phone is preferred to activate EMS. Coaching staff should always have a cellular phone available. Athletic trainer will have a cellular phone and landline available. Additional landlines available in the weight room office and the men's and women's locker room offices.

When in doubt call 911! There is no charge for the service unless a patient is transported.

Emergency Equipment: Each team has their own medical kit available at every practice and event. It is the coaches' responsibility to ensure that it is stocked by bringing it to the athletic trainer for restocking when needed. Extra supplies and emergency equipment is located in the training room (athletic trainer and athletic director have keys to the cabinetry). Coaches will also have a team binder available with athlete medical information and emergency contacts.

AED: Located on top of the metal cabinet on the right, just inside the door of the training room. Additional AEDs located near NW entrance to the gym by the trophy case and in the main office near the staff mailboxes.

Roles of First Responders:

1. **Immediate care of the injured or ill student-athlete:** Provided by athletic trainer, coach or anyone trained in First Aid/CPR.
2. **Scene Control:** Game management staff and game officials will limit scene access. Only the parent(s)/guardian(s) of the injured athlete or volunteer medical/first aid assistance requested



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by the care provider should be allowed. Assistant coaches are responsible for supervising the team.

3. **Activation of EMS:** as directed by individual providing care. Provide information as requested by dispatcher. Do not hang up until the dispatcher ends the call.
4. **Emergency equipment retrieval:** As directed by individual providing care.
5. **EMS Direction/Transportation:** Designate an individual to direct EMS to the scene.

****No athlete will be transported in an ambulance without a parent or school official with them****

6. **Follow Up:** If the athlete's parent/guardian is not present, notify them immediately. If the athletic trainer is not present, notify them immediately after contacting the parent/guardian. The care provider is responsible for completing an HSD incident report. All inquiries about the injured athlete, media or otherwise, should be directed to the Athletic Director or Head Coach.

The track/football field and JV softball fields are best accessed from the student parking lot. There are two entrances along the west fence on either side of the stadium bleachers as well as at the north end of the field between the gym and the JV baseball field. The JV baseball field, soccer field and varsity softball field are best accessed via the fire lane in between the gym and JV baseball field.

South End Outdoor Athletic Events

(Includes tennis courts and varsity baseball field)

Emergency Personnel: Coaches trained in First Aid & CPR on site at every practice, workout and event. Athletic trainer available per contract (home varsity events) and in the afternoons on regular week days.

Emergency Communication: Cell phone is preferred to activate EMS. Coaching staff should always have a cellular phone available. Athletic trainer will have a cellular phone and landline available. Additional landlines available in S176 and the band room office, S147.

When in doubt call 911! There is no charge for the service unless a patient is transported.

Emergency Equipment: Each team has their own medical kit available at every practice and event. It is the coaches' responsibility to ensure that it is stocked by bringing it to the athletic trainer for restocking when needed. Extra supplies and emergency equipment is located in the training room (athletic trainer and athletic director have keys to the cabinetry). Coaches will also have a team binder available with athlete medical information and emergency contacts.



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AED: Located on top of the metal cabinet on the right, just inside the door of the training room. Additional AEDs located near NW entrance to the gym by the trophy case and in the main office near the staff mailboxes.

Roles of First Responders:

1. **Immediate care of the injured or ill student-athlete:** Provided by athletic trainer, coach or anyone trained in First Aid/CPR.
2. **Scene Control:** Game management staff and game officials will limit scene access. Only the parent(s)/guardian(s) of the injured athlete or volunteer medical/first aid assistance requested by the care provider should be allowed. Assistant coaches are responsible for supervising the team.
3. **Activation of EMS:** as directed by individual providing care. Provide information as requested by dispatcher. Do not hang up until the dispatcher ends the call.
4. **Emergency equipment retrieval:** As directed by individual providing care.
5. **EMS Direction/Transportation:** Designate an individual to direct EMS to the scene.

****No athlete will be transported in an ambulance without a parent or school official with them****

6. **Follow Up:** If the athlete's parent/guardian is not present, notify them immediately. If the athletic trainer is not present, notify them immediately after contacting the parent/guardian. The care provider is responsible for completing an HSD incident report. All inquiries about the injured athlete, media or otherwise, should be directed to the Athletic Director or Head Coach.

The tennis courts are best accessed by the staff parking lot off of Drake St. They have multiple entrances on the south side of the courts. The varsity baseball field is best accessed via the fire lane in between the auditorium and the varsity baseball field. It has entrances by each dugout as well as one in left field.

Hillsboro Stadium

4450 NW 229th Ave
Hillsboro, OR 97124

Emergency Personnel: Coaches trained in First Aid & CPR on site at every practice, workout and event. Athletic trainer on-site for football games. If athletic trainer is not on site, call the training room line or cellular phone listed under emergency phone numbers. A physician will be available at all home varsity football games. Non-dedicated EMS may also be available through Hillsboro Fire.



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Emergency Communication: Cell phone is preferred to activate EMS. Coaching staff should always have a cellular phone available. Athletic trainer will have a cellular phone. A landline is available in stadium personnel office. During events, the athletic director will carry a two-way radio to communicate with Hillsboro Stadium employees.

When in doubt call 911! There is no charge for the service unless a patient is transported.

Emergency Equipment: Each team has their own medical kit available at every practice and event. It is the coaches' responsibility to ensure that it is stocked by bringing it to the athletic trainer for restocking when needed. Coaches will also have a team binder available with athlete medical information and emergency contacts.

AED: Will be located with the athletic trainer in/on the red duffel bag containing vacuum splints. An additional AED is located on the SE side of the concession area in the facilities office.

Roles of First Responders:

1. **Immediate care of the injured or ill student-athlete:** Provided by athletic trainer, coach or anyone trained in First Aid/CPR.
2. **Scene Control:** Game management staff and game officials will limit scene access. Only the parent(s)/guardian(s) of the injured athlete or volunteer medical/first aid assistance requested by the care provider should be allowed. Assistant coaches are responsible for supervising the team.
3. **Activation of EMS:** as directed by individual providing care. Provide information as requested by dispatcher. Do not hang up until the dispatcher ends the call.
4. **Emergency equipment retrieval:** As directed by individual providing care.
5. **EMS Direction/Transportation:** Designate an individual to direct EMS to the scene.

****No athlete will be transported in an ambulance without a parent or school official with them****

6. **Follow Up:** If the athlete's parent/guardian is not present, notify them immediately. If the athletic trainer is not present, notify them immediately after contacting the parent/guardian. The care provider is responsible for completing an HSD incident report. All inquiries about the injured athlete, media or otherwise, should be directed to the Athletic Director or Head Coach.

The football field, turf baseball/softball fields and grass softball fields (#4-7) are best accessed through Gate B on the NW corner of the complex. The main turf field entrance is near the North side of the stadium seating. There are additional entrances in all four corners of the field.

Grass softball fields #1-3 are best accessed through Gate A in the SW corner of the complex. Additional access to every ball field is located near each dugout.



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Hillsboro Ballpark

NW 229th Ave
Hillsboro, OR 97124

Emergency Personnel: Coaches trained in First Aid & CPR on site at every practice, workout and event. Athletic trainer on-site for football games. If athletic trainer is not on site, call the training room line or cellular phone listed under emergency phone numbers.

Emergency Communication: Cell phone is preferred to activate EMS. Coaching staff should always have a cellular phone available. Athletic trainer will have a cellular phone. A landline is available in stadium personnel office. During events, the athletic director will carry a two-way radio to communicate with Hillsboro Stadium employees.

When in doubt call 911! There is no charge for the service unless a patient is transported.

Emergency Equipment: Each team has their own medical kit available at every practice and event. It is the coaches' responsibility to ensure that it is stocked by bringing it to the athletic trainer for restocking when needed. Coaches will also have a team binder available with athlete medical information and emergency contacts.

AED: Will be located with the athletic trainer in/on the red duffel bag containing vacuum splints. An additional AED is located on the SE side of the concession area in the facilities office.

Roles of First Responders:

1. **Immediate care of the injured or ill student-athlete:** Provided by athletic trainer, coach or anyone trained in First Aid/CPR.
2. **Scene Control:** Game management staff and game officials will limit scene access. Only the parent(s)/guardian(s) of the injured athlete or volunteer medical/first aid assistance requested by the care provider should be allowed. Assistant coaches are responsible for supervising the team.
3. **Activation of EMS:** as directed by individual providing care. Provide information as requested by dispatcher. Do not hang up until the dispatcher ends the call.
4. **Emergency equipment retrieval:** As directed by individual providing care.
5. **EMS Direction/Transportation:** Designate an individual to direct EMS to the scene.

****No athlete will be transported in an ambulance without a parent or school official with them****

6. **Follow Up:** If the athlete's parent/guardian is not present, notify them immediately. If the athletic trainer is not present, notify them immediately after contacting the parent/guardian.



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The care provider is responsible for completing an HSD incident report. All inquiries about the injured athlete, media or otherwise, should be directed to the Athletic Director or Head Coach.

The baseball field is best accessed through Gate B on the NW corner of the complex. Field access is available on the west side of the stadium at the end of the 1st base grand stand.

Hillsboro Stadium/Ballpark Aerial Map



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Century Sports Medicine Emergency Action Plan

53rd Avenue Sports Complex

300 NE 53rd Ave
Hillsboro, OR 97124

Emergency Personnel: Coaches trained in First Aid & CPR on site at every practice, workout and event. Athletic trainer available per contract (home varsity events). If athletic trainer is not on site, call the training room line or cellular phone listed under emergency phone numbers.

Emergency Communication: Cell phone is preferred to activate EMS. Coaching staff should always have a cellular phone available. Athletic trainer will have a cellular phone. Landline available at Insomnia Coffee or Coyotes Bar & Grill.

When in doubt call 911! There is no charge for the service unless a patient is transported.

Emergency Equipment: Each team has their own medical kit available at every practice and event. It is the coaches' responsibility to ensure that it is stocked by bringing it to the athletic trainer for restocking when needed. Coaches will also have a team binder available with athlete medical information and emergency contacts.

AED: Will be located with the athletic trainer in/on the red duffel bag containing vacuum splints.

Roles of First Responders:

1. **Immediate care of the injured or ill student-athlete:** Provided by athletic trainer, coach or anyone trained in First Aid/CPR.
2. **Scene Control:** Game management staff and game officials will limit scene access. Only the parent(s)/guardian(s) of the injured athlete or volunteer medical/first aid assistance requested by the care provider should be allowed. Assistant coaches are responsible for supervising the team.
3. **Activation of EMS:** as directed by individual providing care. Provide information as requested by dispatcher. Do not hang up until the dispatcher ends the call.
4. **Emergency equipment retrieval:** As directed by individual providing care.
5. **EMS Direction/Transportation:** Designate an individual to direct EMS to the scene.

****No athlete will be transported in an ambulance without a parent or school official with them****

6. **Follow Up:** If the athlete's parent/guardian is not present, notify them immediately. If the athletic trainer is not present, notify them immediately after contacting the parent/guardian.



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The care provider is responsible for completing an HSD incident report. All inquiries about the injured athlete, media or otherwise, should be directed to the Athletic Director or Head Coach.

The soccer/lacrosse fields are best accessed through the business parking lot on the South side of the fields. There are three gate openings of the South side for entrance onto the fields. There is one located in the Southwest corner, one in the Southeast corner and one in between the soccer fields. There are also three similar entrances on the North side.

The tennis courts are best accessed through the parking lot on the North side of the athletic complex and alternate entrance is located on NE Hidden Creek Drive.

53rd Avenue Sports Complex Aerial Map



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