

**TENNESSEE TECHNOLOGICAL UNIVERSITY**  
**SPORTS MEDICINE**  
**EMERGENCY ACTION PLAN**  
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**TENNESSEE TECHNOLOGICAL UNIVERSITY**  
**SPORTS MEDICINE**  
**EMERGENCY ACTION PLAN**  
**COMPETITION AND PRACTICE**

**INTRODUCTION**

*Emergency situations may arise at any time during athletic competition, either during practices or competitions. Expedient action must be taken in order to provide the best possible care to the student-athlete in emergency and/or life-threatening conditions. The development and implementation of any emergency plan will help ensure that the best care will be provided.*

*As emergencies may occur at any time and during any activity, the University and Athletic Department must be prepared. Athletic departments and universities have a duty to develop an emergency plan that may be implemented immediately and to provide appropriate standards of emergency care to all student-athletes and staff. As athletic injuries may occur at any time and during any activity, the sports medicine team must be prepared. This preparation involves the formulation of an emergency plan, proper coverage of events, maintenance of appropriate emergency personnel, and continuing education in the area of emergency medicine and planning. With thorough pre-participation physical examinations, adequate medical coverage, safe practice and training techniques, and other safety avenues, some potential emergencies may be averted. However, accidents and injuries are inherent with sports participation, and proper preparation on the part of the sports medicine team should enable each emergency situation to be managed appropriately.*

*Components of the Emergency Action Plan:*

- 1. Implementation*
- 2. Emergency Personnel*
- 3. Emergency Coverage of Off-Season Conditioning*
- 4. Emergency Communication*
- 5. Emergency Equipment*
- 6. Medical Emergency Transportation*
- 7. Documentation*

## **IMPLEMENTATION**

*The Emergency Action Plan must be written, then approved and signed by the medical director, Dr. Richard Williams, Head Team Physician; the Director of Sports Medicine/Head Athletic Trainer Joseph T. Erdeljac, MS, ATC, LAT; and the Athletic Director, Mark Wilson. It is to be distributed to attending physicians, athletic training student assistants, coaches, institutional/organizational safety personnel, and administrators. It must also be reviewed and rehearsed at least once a year by all personnel.*

*The Emergency Action Plan applies to all sponsored athletic activities. An EAP venue location plan will be placed at each venue in a visible area, preferably near a fixed-line telephone. Also, the sports medicine staff will carry a laminated EAP pocket plan. The EAP will also be included in the TTU Athletic Policies and Procedures Manual and the Student Athletes' Handbook. It will be available online within the TTU Athletics web page.*

## **EMERGENCY PERSONNEL**

*With athletic team practices and competitions, the first responder to an emergency situation is typically a member of the sports medicine staff, most commonly a certified athletic trainer. A member of the sports medicine staff may NOT be present at all athletic activities (every drill, skill, and conditioning session). The first responder in some instances may be the athletic coaches present at that athletic event. Certification in cardiopulmonary resuscitation, first aid, prevention of disease transmission, and emergency plan review is required for all athletic personnel associated with practices, competitions, skill instruction, and strength and conditioning. Copies of training certificates and/or cards are maintained in the athletic training facility and in the individual's athletics personnel file.*

*The development of an EAP cannot be complete without the formation of an emergency team. This team may consist of physicians, staff athletic trainers, graduate assistant athletic trainers, athletic training student assistants, EMS personnel, coaches, etc. There are four basic roles of an emergency team:*

- 1. Establish safety of the scene*
- 2. Immediate care of the student-athlete*
- 3. Activation of EMS services*
- 4. Emergency equipment retrieval and direction of EMS to the scene*

*All first responders and athletic training staff members will have access to communications that can/will activate EMS. Once EMS has been activated, the ambulance that is summoned will provide medical services and transport the student-athlete to an appropriate facility, most likely Cookeville Regional Medical Center. Once the student-athlete has arrived at CRMC, the student-athlete will be attended by the Emergency Room Staff and/or one of the TTU-designated physicians.*

*During all home and away football games, one of our designated team physicians will be present and initiate medical care. During all home men's and women's basketball games, a physician will be present and will initiate medical services as appropriate. For all other athletic events, both practices and games, a physician will be on call.*

*\*Note- CRMC is located two blocks from campus and is accessible to all student-athletes. EMS response time is 7-10 minutes post activation.*

### **EMERGENCY COVERAGE OF OFF-SEASON CONDITIONING**

*Per NCAA regulations, a certified athletic trainer will be present during the football off-season conditioning sessions through the summer months. For all other sports' off-season conditioning, the athletic trainer will be on call during hours that the athletic training room is not open. If there are conditioning sessions or individual workouts during regular training room hours, the athletic training staff present in the athletic training room will be available for emergency. A designated certified CPR/first aid strength and conditioning coach will be present at most sessions. All coaches have also been certified in CPR/first aid and will be the first responder in an emergency situation.*

### **EMERGENCY COMMUNICATION**

*Communication is key to a quick response to any emergency situation. Communication prior to the season or an event is a good way to establish boundaries and to build rapport between all groups involved. Access to a working telephone or other telecommunication device, whether fixed or mobile, should be ensured.*

### **ACTIVATING THE EMS SYSTEM:**

*Making the call*

- 1. Dial 911*
- 2. Notify campus police at 931-372-3234*

*Providing information*

1. *Name, address, telephone number of caller*
2. *Nature of emergency, whether medical or non-medical*
3. *Number of athletes injured*
4. *Condition of athlete(s)*
5. *Treatment initiated*
6. *Specific directions, as needed, to locate the emergency scene*
7. *Other information requested by dispatcher*
8. *Do not hang up until they hang up*
9. *Once appropriate care is given, contact appropriate personnel as deemed necessary (see Emergency Phone Tree)*

*Emergency Phone Tree*

1. *911*
2. *Campus police*
3. *All other calls made after EMS is activated*

*Once appropriate care is being given, then the following calls should be made as necessary:*

*Emergency Contact is informed of situation*

*Associate Athletic Director, Frank Harrell      931-267-1042*

*-or-*

*Tammie McMillan                                      931-267-1044*

*-who calls-*

*Athletic Director, Mark Wilson                931-239-1465*

*Family*

*Each athletic team will carry an emergency phone list*

## **EMERGENCY EQUIPMENT**

*All necessary emergency equipment should be at the site and quickly accessible. If not available on site, the equipment is located in the athletic training room in the East Football Stadium. There may also be a time where two venues will share equipment (i.e., baseball/softball, football/soccer/track and field, etc.). All first responders and athletic training staff members are trained in CPR. All personnel are trained in Automatic External Defibrillator usage. AED's are located in the East Stadium athletic training room, the Hooper Eblen Center, and the softball/baseball complexes.*

## **MEDICAL EMERGENCY TRANSPORTATION**

*EMS personnel will be present at football and basketball games. For all other athletic events, EMS will be on call. In the medical emergency evaluation, the primary survey is conducted to identify emergencies requiring critical intervention and is used to determine transport decisions. In an emergency situation, the student-athlete should be transported by ambulance, where the necessary staff and equipment is available to deliver appropriate care. Emergency care providers should refrain from transporting unstable athletes in inappropriate vehicles. Arrangements must be made to ensure that the areas of activity remain supervised should the emergency care provider leave the site in order to transport a student-athlete. All emergencies will be transported to:*

*Cookeville Regional Medical Center  
142 W. 5<sup>th</sup> St.  
Cookeville, TN 38505  
931-528-2541*

## **DOCUMENTATION**

*The athletic trainer assigned coverage for a sport is responsible for overseeing all documentation after an injury/incident occurs. That athletic trainer is responsible for documenting actions taken during an emergency. However, the athletic personnel in charge at the scene should record actions in the absence of an athletic trainer, and should contact athletic training staff as soon as possible. If the incident involves urgent transport to a medical facility, a report must be made within the Presagia Injury Tracking System.*

*The athletic training staff and personnel of the athletic training room must see that all student-athlete injuries and illnesses are documented and placed in each individual's medical file. These files are located within the athletic training room in the East Stadium. Medical records are documented within the Presagia Injury Tracking System and all paper files are securely locked. All documentation will have the following information:*

- 1. Name of injured student-athlete*
- 2. Athlete emergency contact numbers*

3. *Participating sport*
4. *Location of injury/illness*
5. *Complete description of injury/illness*
6. *Description of action taken*
7. *Nature of injury*

*For all away athletic events, the athletic trainers responsible for each athletic team will have copies of all pertinent information.*

**CONCLUSION:**

*All personnel involved with the organization or sponsorship of athletic activities share a professional responsibility to provide for the emergency care of an injured person. Any or all of the athletic staff may be placed in a situation in which an emergency plan must be utilized. The immediate and appropriate action of each member of the emergency team is critical. The survival of a student-athlete may depend upon the preparedness and the training of the emergency team.*

*This EAP should be reviewed at least once a year with the medical director, all athletic personnel, EMS, administration, and safety personnel. The athletic training staff will review and rehearse the plan once a year in conjunction with the CPR/First Aid/AED training.*

*Approved by* \_\_\_\_\_ *Date* \_\_\_\_\_  
*Mark Wilson, MS*  
*Athletic Director*

*Approved by* \_\_\_\_\_ *Date* \_\_\_\_\_  
*Richard Williams, MD*  
*Medical Director*

*Approved by* \_\_\_\_\_ *Date* \_\_\_\_\_  
*Joseph Erdeljac, MS, ATC, LAT*  
*Director of Sports Medicine/Head Athletic Trainer*

TENNESSEE TECHNOLOGICAL UNIVERSITY  
SPORTS MEDICINE  
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**BASEBALL COMPLEX**

**EMERGENCY PERSONNEL**

*Staff athletic trainers are on-site for practices and games. Additional sports medicine staff is accessible from the athletic training room in Tucker Stadium.*

**EMERGENCY COMMUNICATIONS**

*Phones are located within the baseball clubhouse/locker room and coaches' office (931-372-3925). Head/Assistant Athletic Trainers are equipped with cell phones at all times.*

*Stadium Athletic Training Room*

*931-372-3934*

*Joseph T. Erdeljac, MS, ATC, LAT*

*Head Athletic Trainer*

*931-267-1064*

*Assistant Athletic Trainer*

*931-239-0153*

*Assistant Athletic Trainer*

*931-319-4313*

*Assistant Athletic Trainer*

*931-239-0414*

*Assistant Athletic Trainer*

*931-267-2703*

**EMERGENCY EQUIPMENT**

*Supplies are on-site with the athletic trainer (kits, splints, etc)*

**ROLE OF FIRST RESPONDERS**

- 1. Establish scene safety and immediately care for student-athlete*
- 2. Retrieve emergency equipment*
- 3. Activate EMS (as needed)*
  - a. Call 911*
    - 1. Give their name, specific location, and phone number*
    - 2. Provide number of people injured, condition of injured, and any treatment rendered*
    - 3. Provide specific directions to venue and other information as needed*
  - b. Notify campus police 931-372-3234*



4. *Direct EMS to scene*

- a. *Open gates/doors*
- b. *Designate person to “flag down” EMS and direct them to scene*
- c. *Implement crowd control*
  1. *Limit scene to first aid providers (athletic trainers, coaches, EMS)*
  2. *Keep bystanders away from scene*

**DIRECTIONS TO VENUE**

*From Willow Avenue, turn west onto University Drive toward baseball fields and Tech Village. The baseball complex is at the end of the parking lot on the right side. Enter either the clubhouse/locker room or into the stadium through the gate adjacent to the field and the parking lot.*

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HOOPER EBLEN CENTER  
**MEN'S & WOMEN'S BASKETBALL/VOLLEYBALL**

**EMERGENCY PERSONNEL**

*Staff athletic trainers are on-site for practices and games. Additional sports medicine staff is accessible from the athletic training room in Tucker Stadium.*

**EMERGENCY COMMUNICATIONS**

*Phone is mounted on the wall in the athletic training room (931-372-3955). Head/Assistant Athletic Trainers are equipped with cell phones at all times.*

*Stadium Athletic Training Room 931-372-3934*

<i>Joseph T. Erdeljac, MS, ATC, LAT</i>	<i>Head Athletic Trainer</i>	<i>931-267-1064</i>
	<i>Assistant Athletic Trainer</i>	<i>931-239-0153</i>
	<i>Assistant Athletic Trainer</i>	<i>931-319-4313</i>
	<i>Assistant Athletic Trainer</i>	<i>931-239-0414</i>
	<i>Assistant Athletic Trainer</i>	<i>931-267-2703</i>

**EMERGENCY EQUIPMENT**

*Supplies (kits, splints, etc) are located in the athletic training room. The athletic training room is located on the first floor adjacent to the elevator.*

**ROLE OF FIRST RESPONDERS**

- 1. Establish scene safety and immediately care for student-athlete*
- 2. Retrieve emergency equipment*
- 3. Activate EMS (as needed)*
  - a. Call 911*
    - 1. Give their name, specific location, and phone number*
    - 2. Provide number of people injured, condition of injured, and any treatment rendered*
    - 3. Provide specific directions to venue and other information as needed*
  - b. Notify campus police 931-372-3234*

4. *Direct EMS to scene*

- a. *Open gates/doors*
- b. *Designate person to “flag down” EMS and direct them to scene*
- c. *Implement crowd control*
  1. *Limit scene to first aid providers (athletic trainers, coaches, EMS)*
  2. *Keep bystanders away from scene*

**DIRECTIONS TO VENUE**

*From Willow Avenue, turn east onto University Drive and then north onto McGee Blvd. Enter the Hooper Eblen Center through the tunnel, located at the center of the building off McGee Blvd. Come down the tunnel to the main floor. The athletic training room is located on the first floor adjacent to the elevator.*

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**FOOTBALL**  
**Practice Fields**

**EMERGENCY PERSONNEL**

*Staff athletic trainers are on-site for practices and games. Additional sports medicine staff is accessible from the athletic training room in Tucker Stadium.*

**EMERGENCY COMMUNICATIONS**

*Head/Assistant Athletic Trainers are equipped with cell phones at all times.*

*Stadium Athletic Training Room 931-372-3934*

<i>Joseph T. Erdeljac, MS, ATC, LAT</i>	<i>Head Athletic Trainer</i>	<i>931-267-1064</i>
	<i>Assistant Athletic Trainer</i>	<i>931-239-0153</i>
	<i>Assistant Athletic Trainer</i>	<i>931-319-4313</i>
	<i>Assistant Athletic Trainer</i>	<i>931-239-0414</i>
	<i>Assistant Athletic Trainer</i>	<i>931-267-2703</i>

**EMERGENCY EQUIPMENT**

*Supplies are on-site with the athletic trainer (kits, splints, etc)*

**ROLE OF FIRST RESPONDERS**

- 1. Establish scene safety and immediately care for student-athlete*
- 2. Retrieve emergency equipment*
- 3. Activate EMS (as needed)*
  - a. Call 911*
    - 1. Give their name, specific location, and phone number*
    - 2. Provide number of people injured, condition of injured, and any treatment rendered*
    - 3. Provide specific directions to venue and other information as needed*
  - b. Notify campus police 931-372-3234*

4. *Direct EMS to scene*

- a. *Open gates/doors*
- b. *Designate person to “flag down” EMS and direct them to scene*
- c. *Implement crowd control*
  1. *Limit scene to first aid providers (athletic trainers, coaches, EMS)*
  2. *Keep bystanders away from scene*

**DIRECTIONS TO VENUE**

*From Willow Avenue, turn east onto University Drive and then north onto McGee Blvd. Enter the south parking lot adjacent to the Hooper Eblen Center, and the football field is at the far left corner of this complex, adjacent to the soccer fields.*

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**FOOTBALL**  
**Tucker Stadium/Overall Field**

**EMERGENCY PERSONNEL**

*Staff athletic trainers are on-site for practices and games. Additional sports medicine staff is accessible from the athletic training room in Tucker Stadium.*

**EMERGENCY COMMUNICATIONS**

*Head/Assistant Athletic Trainers are equipped with cell phones at all times.*

*Stadium Athletic Training Room 931-372-3934*

<i>Joseph T. Erdeljac, MS, ATC, LAT</i>	<i>Head Athletic Trainer</i>	<i>931-267-1064</i>
	<i>Assistant Athletic Trainer</i>	<i>931-239-0153</i>
	<i>Assistant Athletic Trainer</i>	<i>931-319-4313</i>
	<i>Assistant Athletic Trainer</i>	<i>931-239-0414</i>
	<i>Assistant Athletic Trainer</i>	<i>931-267-2703</i>

**EMERGENCY EQUIPMENT**

*Supplies are on-site with the athletic trainer (kits, splints, etc). For all games, a physician will be present and there will be an ambulance located at the northeast corner of the stadium.*

**ROLE OF FIRST RESPONDERS**

- 1. Establish scene safety and immediately care for student-athlete*
- 2. Retrieve emergency equipment*
- 3. Activate EMS (as needed)*
  - a. Call 911*
    - 1. Give their name, specific location, and phone number*
    - 2. Provide number of people injured, condition of injured, and any treatment rendered*
    - 3. Provide specific directions to venue and other information as needed*
  - b. Notify campus police 931-372-3234*

4. *Direct EMS to scene*

- a. *Open gates/doors*
- b. *Designate person to “flag down” EMS and direct them to scene*
- c. *Implement crowd control*
  1. *Limit scene to first aid providers (athletic trainers, coaches, EMS)*
  2. *Keep bystanders away from scene*

**DIRECTIONS TO VENUE**

*From Willow Avenue, turn east on University Drive and then north onto Peachtree Drive. Enter the south East Stadium parking lot, the football field is next to this lot. The athletic training room entrance is through the small purple doors. Follow signs to the athletic training room.*

*For home events, the EMS staff will go to the end of Peachtree/Stadium Drive and turn west into the stadium and park adjacent to the track and football field.*

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**MENS' & WOMEN'S GOLF**  
**Ironwood Golf Course**

**EMERGENCY PERSONNEL**

*Athletic training staff is on call for practices and matches. Staff is accessible from the athletic training room in Tucker Stadium.*

**EMERGENCY COMMUNICATIONS**

*Ironwood Golf Course 931-528-2331*  
*Stadium Athletic Training Room 931-372-3934*  
*Head/Assistant Athletic Trainers are equipped with cell phones at all times.*

<i>Joseph T. Erdeljac, MS, ATC, LAT</i>	<i>Head Athletic Trainer</i>	<i>931-267-1064</i>
	<i>Assistant Athletic Trainer</i>	<i>931-239-0153</i>
	<i>Assistant Athletic Trainer</i>	<i>931-319-4313</i>
	<i>Assistant Athletic Trainer</i>	<i>931-239-0414</i>
	<i>Assistant Athletic Trainer</i>	<i>931-267-2703</i>

**EMERGENCY EQUIPMENT**

*Supplies are on call with athletic trainer (kits, splints, etc)*

**ROLE OF FIRST RESPONDERS**

1. *Establish scene safety and immediately care for student-athlete*
2. *Retrieve emergency equipment*
3. *Activate EMS (as needed)*
  - a. *Call 911*
    1. *Give their name, specific location, and phone number*
    2. *Provide number of people injured, condition of injured, and any treatment rendered*
    3. *Provide specific directions to venue and other information as needed*
  - b. *Notify campus police 931-372-3234*



4. *Direct EMS to scene*

- a. *Open gates/doors*
- b. *Designate person to “flag down” EMS and direct them to scene*
- c. *Implement crowd control*
  1. *Limit scene to first aid providers (athletic trainers, coaches, EMS)*
  2. *Keep bystanders away from scene*

**DIRECTIONS TO VENUE**

*From the Hooper Eblen Center, go north for one mile on Willow Avenue. Turn left on Shipley Rd. Go approximately two miles following road curves and Ironwood Golf Course signs. Turn right onto Ironwood Rd and go approximately .5 miles to Pro Shop.*

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**MEMORIAL GYMNASIUM**

**EMERGENCY PERSONNEL**

*Staff athletic trainers are on-site for practices and games. Additional sports medicine staff is accessible from the athletic training room in Tucker Stadium.*

**EMERGENCY COMMUNICATIONS**

*Health and Physical Education Office 931-372-3467  
Head/Assistant Athletic Trainers are equipped with cell phones at all times.*

*Stadium Athletic Training Room 931-372-3934*

<i>Joseph T. Erdeljac, MS, ATC, LAT</i>	<i>Head Athletic Trainer</i>	<i>931-267-1064</i>
	<i>Assistant Athletic Trainer</i>	<i>931-239-0153</i>
	<i>Assistant Athletic Trainer</i>	<i>931-319-4313</i>
	<i>Assistant Athletic Trainer</i>	<i>931-239-0414</i>
	<i>Assistant Athletic Trainer</i>	<i>931-267-2703</i>

**EMERGENCY EQUIPMENT**

*Supplies are on-site with the athletic trainer (kits, splints, etc).*

**ROLE OF FIRST RESPONDERS**

1. *Establish scene safety and immediately care for student-athlete*
2. *Retrieve emergency equipment*
3. *Activate EMS (as needed)*
  - a. *Call 911*
    1. *Give their name, specific location, and phone number*
    2. *Provide number of people injured, condition of injured, and any treatment rendered*
    3. *Provide specific directions to venue and other information as needed*
  - b. *Notify campus police 931-372-3234*
4. *Direct EMS to scene*
  - a. *Open gates/doors*
  - b. *Designate person to “flag down” EMS and direct them to scene*
  - c. *Implement crowd control*
    1. *Limit scene to first aid providers (athletic trainers, coaches, EMS)*

2. *Keep bystanders away from scene*

**DIRECTIONS TO VENUE**

*From Willow Avenue, turn east onto University Drive. Turn south onto Peachtree. Turn east on William L. Jones Drive. Turn south on Quad Drive and go to the second building, Memorial Gymnasium. Enter the building through the front doors to the main gym floor. Additional gym floors are located behind the stage in main gym area and upstairs.*

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***SOCCKER COMPLEX***

**EMERGENCY PERSONNEL**

*Staff athletic trainers are on-site for practices and games. Additional sports medicine staff is accessible from the athletic training room in Tucker Stadium.*

**EMERGENCY COMMUNICATIONS**

*Head/Assistant Athletic Trainers are equipped with cell phones at all times.*

<i>Stadium Athletic Training Room</i>		<i>931-372-3934</i>
<i>Joseph T. Erdeljac, MS, ATC, LAT</i>	<i>Head Athletic Trainer</i>	<i>931-267-1064</i>
	<i>Assistant Athletic Trainer</i>	<i>931-239-0153</i>
	<i>Assistant Athletic Trainer</i>	<i>931-319-4313</i>
	<i>Assistant Athletic Trainer</i>	<i>931-239-0414</i>
	<i>Assistant Athletic Trainer</i>	<i>931-267-2703</i>

**EMERGENCY EQUIPMENT**

*Supplies are on-site with the athletic trainer (kits, splints, etc).*

**ROLE OF FIRST RESPONDERS**

- 1. Establish scene safety and immediately care for student-athlete*
- 2. Retrieve emergency equipment*
- 3. Activate EMS (as needed)*
  - a. Call 911*
    - 1. Give their name, specific location, and phone number*
    - 2. Provide number of people injured, condition of injured, and any treatment rendered*
    - 3. Provide specific directions to venue and other information as needed*
  - b. Notify campus police 931-372-3234*

4. *Direct EMS to scene*
  - a. *Open gates/doors*
  - b. *Designate person to “flag down” EMS and direct them to scene*
  - c. *Implement crowd control*
    1. *Limit scene to first aid providers (athletic trainers, coaches, EMS)*
    2. *Keep bystanders away from scene*

#### **DIRECTIONS TO VENUE**

*The soccer complex is located at McGee Blvd and University Drive across from Sherlock Park, the tennis complex, and the Hooper Eblen Center. From Willow Ave, turn east on University Drive toward the center of campus. Turn north onto McGee Blvd. The soccer complex is on the left. The parking lot is between the soccer complex and the Hooper Eblen Center.*

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**SOFTBALL COMPLEX**

**EMERGENCY PERSONNEL**

*Staff athletic trainers are on-site for practices and games. Additional sports medicine staff is accessible from the athletic training room in Tucker Stadium.*

**EMERGENCY COMMUNICATIONS**

*Head/Assistant Athletic Trainers are equipped with cell phones at all times.*

*Stadium Athletic Training Room 931-372-3934*

<i>Joseph T. Erdeljac, MS, ATC, LAT</i>	<i>Head Athletic Trainer</i>	<i>931-267-1064</i>
	<i>Assistant Athletic Trainer</i>	<i>931-239-0153</i>
	<i>Assistant Athletic Trainer</i>	<i>931-319-4313</i>
	<i>Assistant Athletic Trainer</i>	<i>931-239-0414</i>
	<i>Assistant Athletic Trainer</i>	<i>931-267-2703</i>

**EMERGENCY EQUIPMENT**

*Supplies are on-site with the athletic trainer (kits, splints, etc).*

**ROLE OF FIRST RESPONDERS**

- 1. Establish scene safety and immediately care for student-athlete*
- 2. Retrieve emergency equipment*
- 3. Activate EMS (as needed)*
  - a. Call 911*
    - 1. Give their name, specific location, and phone number*
    - 2. Provide number of people injured, condition of injured, and any treatment rendered*
    - 3. Provide specific directions to venue and other information as needed*
  - b. Notify campus police 931-372-3234*

4. *Direct EMS to scene*

- a. *Open gates/doors*
- b. *Designate person to “flag down” EMS and direct them to scene*
- c. *Implement crowd control*
  1. *Limit scene to first aid providers (athletic trainers, coaches, EMS)*
  2. *Keep bystanders away from scene*

**DIRECTIONS TO VENUE**

*From Willow Avenue, turn west onto University Drive toward baseball complex and Tech Village. The baseball complex is right at the end of the parking lot on the right side. Turn north on the driveway behind the baseball complex and the entrance to the softball field will be in front.*

TENNESSEE TECHNOLOGICAL UNIVERSITY  
SPORTS MEDICINE  
EMERGENCY ACTION PLAN

**TENNIS**

**EMERGENCY PERSONNEL**

*Athletic training staff will be on call for practices. All home matches will be covered by designated athletic trainer. Additional sports medicine staff is accessible from the athletic training room in Tucker Stadium.*

**EMERGENCY COMMUNICATIONS**

*Head/Assistant Athletic Trainers are equipped with cell phones at all times.*

*Stadium Athletic Training Room 931-372-3934*

<i>Joseph T. Erdeljac, MS, ATC, LAT</i>	<i>Head Athletic Trainer</i>	<i>931-267-1064</i>
	<i>Assistant Athletic Trainer</i>	<i>931-239-0153</i>
	<i>Assistant Athletic Trainer</i>	<i>931-319-4313</i>
	<i>Assistant Athletic Trainer</i>	<i>931-239-0414</i>
	<i>Assistant Athletic Trainer</i>	<i>931-267-2703</i>

**EMERGENCY EQUIPMENT**

*Supplies are on call or on site with the athletic trainer (kits, splints, etc).*

**ROLE OF FIRST RESPONDERS**

1. *Establish scene safety and immediately care for student-athlete*
2. *Retrieve emergency equipment*
3. *Activate EMS (as needed)*
  - a. *Call 911*
    1. *Give their name, specific location, and phone number*
    2. *Provide number of people injured, condition of injured, and any treatment rendered*
    3. *Provide specific directions to venue and other information as needed*
  - b. *Notify campus police 931-372-3234*



4. *Direct EMS to scene*

- a. *Open gates/doors*
- b. *Designate person to “flag down” EMS and direct them to scene*
- c. *Implement crowd control*
  1. *Limit scene to first aid providers (athletic trainers, coaches, EMS)*
  2. *Keep bystanders away from scene.*

**DIRECTIONS TO VENUE**

*From Willow Avenue, turn east onto University Drive toward the main campus. Turn north onto Stadium Drive and the tennis courts are on the left*

TENNESSEE TECHNOLOGICAL UNIVERSITY  
SPORTS MEDICINE  
EMERGENCY ACTION PLAN

**CROSS COUNTRY/TRACK AND FIELD**

**EMERGENCY PERSONNEL**

*Athletic training staff will be on call for practices. All home matches will be covered by designated athletic trainer. Additional sports medicine staff is accessible from the athletic training room in Tucker Stadium.*

**EMERGENCY COMMUNICATIONS**

*Head/Assistant Athletic Trainers are equipped with cell phones at all times.*

*Stadium Athletic Training Room 931-372-3934*

<i>Joseph T. Erdeljac, MS, ATC, LAT</i>	<i>Head Athletic Trainer</i>	<i>931-267-1064</i>
	<i>Assistant Athletic Trainer</i>	<i>931-239-0153</i>
	<i>Assistant Athletic Trainer</i>	<i>931-319-4313</i>
	<i>Assistant Athletic Trainer</i>	<i>931-239-0414</i>
	<i>Assistant Athletic Trainer</i>	<i>931-267-2703</i>

**EMERGENCY EQUIPMENT**

*Supplies are on call or on site with the athletic trainer (kits, splints, etc).*

**ROLE OF FIRST RESPONDERS**

1. *Establish scene safety and immediately care for student-athlete*
2. *Retrieve emergency equipment*
3. *Activate EMS (as needed)*
  - a. *Call 911*
    1. *Give their name, specific location, and phone number*
    2. *Provide number of people injured, condition of injured, and any treatment rendered*
    3. *Provide specific directions to venue and other information as needed*
  - b. *Notify campus police 931-372-3234*

4. *Direct EMS to scene*

- a. *Open gates/doors*
- b. *Designate person to “flag down” EMS and direct them to scene*
- c. *Implement crowd control*
  1. *Limit scene to first aid providers (athletic trainers, coaches, EMS)*
  2. *Keep bystanders away from scene*

**DIRECTIONS TO VENUE**

**TRACK**

*From Willow Avenue, turn east onto University Drive toward the main campus. Turn north onto Stadium Drive and enter the south West Stadium parking lot (near satellite dish). The track is adjacent to the stadium and parking lot. The gate will be opened upon arrival.*

**FIELD EVENTS**

*Field events are located behind the softball complex. From Willow Avenue, turn west onto University Drive toward the baseball complex, the softball complex, and Tech Village. Turn north on the driveway behind the baseball complex and this will take you to the softball field parking lot. The field event area is straight ahead.*

TENNESSEE TECHNOLOGICAL UNIVERSITY  
SPORTS MEDICINE  
EMERGENCY ACTION PLAN

***ATHLETIC PERFORMANCE CENTER***

**EMERGENCY PERSONNEL**

*Athletic training staff will be on call for training sessions. Additional sports medicine staff is accessible from the athletic training room in Tucker Stadium.*

**EMERGENCY COMMUNICATIONS**

*Head/Assistant Athletic Trainers are equipped with cell phones at all times.*

*Stadium Athletic Training Room 931-372-3934*

<i>Joseph T. Erdeljac, MS, ATC, LAT</i>	<i>Head Athletic Trainer</i>	<i>931-267-1064</i>
	<i>Assistant Athletic Trainer</i>	<i>931-239-0153</i>
	<i>Assistant Athletic Trainer</i>	<i>931-319-4313</i>
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**EMERGENCY EQUIPMENT**

*Supplies are on call or on site with the athletic trainer (kits, splints, etc).*

**ROLE OF FIRST RESPONDERS**

- 1. Establish scene safety and immediately care for student-athlete*
- 2. Retrieve emergency equipment*
- 3. Activate EMS (as needed)*
  - a. Call 911*
    - 1. Give their name, specific location, and phone number*
    - 2. Provide number of people injured, condition of injured, and any treatment rendered*
    - 3. Provide specific directions to venue and other information as needed*
  - b. Notify campus police 931-372-3234*

4. *Direct EMS to scene*

- a. *Open gates/doors*
- b. *Designate person to “flag down” EMS and direct them to scene*
- c. *Implement crowd control*
  1. *Limit scene to first aid providers (athletic trainers, coaches, EMS)*
  2. *Keep bystanders away from scene*

**DIRECTIONS TO VENUE**  
**ATHLETIC PERFORMANCE CENTER**

*From Willow Avenue, turn west onto 12<sup>th</sup> Street. Turn south onto Pine Avenue and enter the parking lot; the address is 1121 Pine Avenue. The doors will be opened upon arrival.*

**TENNESSEE TECHNOLOGICAL UNIVERSITY  
SPORTS MEDICINE  
EMERGENCY ACTION PLAN**

**LIGHTNING AND SEVERE WEATHER POLICY**

*Tennessee Technological University will follow the recommended guidelines from the NCAA and the National Lightning Safety Institute, which are outlined in this policy.*

**Chain of Command**

*For practice/conditioning:*

*The head coach and/or his/her designee will be responsible for terminating an athletic practice/conditioning in the event of lightning/storms or other severe weather prior to, or during, any team event including games and during any practice/conditioning session.*

*For contests:*

*The officials will be responsible for terminating an athletic contest in the event of lightning/storms or other severe weather during a contest.*

***If a coach and/or official makes the decision to continue with a practice or contest despite a National Weather Service Severe Weather Warning, and/or a flash-to-bang count being less than 30 seconds, they will be doing so against the recommendations of the Athletic Department/NCAA and will be personally liable for any and all injuries.***

*The covering athletic trainer and/or designated coaching staff will act as weather watchers monitoring both before and during any outdoor activities. Coaches and athletic trainers shall obtain weather reports prior to each practice/contest from [www.telventdn.com](http://www.telventdn.com), noting any potential for severe weather watches or warnings. This service is through the OVC office and provides text messages to Athletic Trainers, Game Management Staff, Coaches for potentially dangerous weather.*

**Criteria for suspension of Practice/Contest**

*The designated weather watcher will watch for lightning, listen for thunder, and be responsible for keeping track of the flash-to-bang count. The weather watcher will also monitor lightning detection devices.*

*When the flash-to-bang count reaches 30 seconds, a severe weather watch has been issued and/or a text message has been received that lightning has occurred within 15-30 miles, the weather watcher will notify the head coach and/or his/her designee. The head coach will then notify:*

1. The game official/umpire at a break in play
2. The visiting team's coach and/or athletic trainer
3. The PA announcer to read the lightning statement

When the flash-to-bang count reaches 30 seconds or less, a severe weather warning has been issued and/or a text message has been received that lightning has occurred within 8 miles, the weather watcher will notify the head coach and/or his/her designee. The head coach will then notify:

1. The game official/umpire
2. The visiting team's coach and/or athletic trainer
3. The PA announcer to read the lightning statement

At this point, all contest/practice activities are to cease **immediately**, and all personnel are to evacuate to a safe structure or location.

### **The Flash-to-Bang Method**

This method is used to estimate how far away a lightning flash is.

1. Begin timing in seconds as soon as a lightning flash occurs
2. Stop timing as soon as the first thunder clap is heard. This number is the flash-to-bang count.
3. Divide the count by 5.
4. The resulting number is the distance, in miles, from the practice/contest area to the lightning flash  
Ex: a flash-to-bang count of 30 seconds would mean that the lightning flash is approximately 6 miles away.

### **Criteria for Safe Return to the Practice/Contest Area**

Tennessee Technological University will follow the 30/30 rule:

1. Personnel should not return to the practice/contest area until **30 minutes after a text message has been received that no lightning has occurred within 8 miles.**
2. Each time lightning occurs within 8 miles the clock will reset.
3. Blue skies in the local area and/or a lack of rainfall are not adequate reasons to breach the 30 minute return to play rule. Lightning can strike up to ten miles away from the rainshaft of a storm.

### **Pre-Hospital Care of Victim(s) of a Lightning Storm**

1. *Activate EMS, using a cell phone from a safe shelter*
2. *Survey the scene for safety. Personnel should consider his/her own personal safety before venturing into a dangerous situation to render care. Lightning activity in the local area still poses a deadly hazard for personnel responding to the victim.*
3. *Move the victim to a safe location if needed. Victims do not carry an electrical charge, so it is safe to touch the victim to move him/her*
4. *Conduct the primary and secondary survey of the victim. It is likely that breathing and pulse are absent.*
5. *Prompt, aggressive CPR has been highly effective for the survival of victims of lightning strikes. Therefore, it is critical that CPR and the use of an AED are initiated as soon as safely possible. AED's are located in the Tucker Stadium athletic training room, the Hooper Eblen Center athletic training room, and the softball complex.*
6. *The basic triage principle of "treat the living" first should be reversed in cases involving casualties from a lightning strike. It is imperative that the person(s) apparently dead be treated first.*
7. *Lightning strike victims should be evaluated and treated for hypothermia, shock, fractures, and burns as well.*

### **Outdoor Venue Safety**

*The Tennessee Technological University Athletic Training Department will post lightning safety instructions, including safe shelter locations and lightning safety guidelines, at outdoor athletic venues.*

*A lightning/severe weather statement will be read over the public address system (where available) including the location of safe shelters.*

### **Lightning Safety Guidelines**

*A safe structure is defined as "any sturdy, fully enclosed, substantial, and frequently inhabited building that has plumbing and/or electrical wiring that acts to electrically ground the structure.*

*Examples of locations that routinely DO NOT meet the criteria include:*

1. *Baseball/softball dugouts*
2. *Baseball/softball covered batting cages*
3. *Outside storage sheds*
4. *Canopy/awning/tent*

*In the absence of a sturdy, fully enclosed, substantial, and frequently inhabited location as described above, a secondary structure such as a fully enclosed vehicle with a hard metal roof, rubber tires, and completely closed windows can provide a measure of safety. Persons should*



*not touch the metal framework of the vehicle. Convertibles, soft-top vehicles, and golf carts DO NOT provide a high level of protection and cannot be considered safe from lightning.*

*Persons should avoid taking showers, using plumbing facilities (indoor/outdoor pools, whirlpools, hot tubs, etc.) and using land-line telephones during a thunderstorm. A cellular phone is a safe alternative to land-line phones, if the person and the antenna are located within a safe structure or location and all other precautions are followed.*

*If no safe structure or location is within a reasonable distance, personnel should find a thick grove of small trees surrounded by taller trees or a dry ditch. Everyone should assume the "lightning safe" position, a crouched position on the ground with the feet together, weight on the balls of the feet, head lowered, and ears covered. DO NOT LIE FLAT!! Minimize the body's surface area and minimize contact with the ground.*

*If unable to reach safe shelter, persons should stay away from the tallest trees or objects (i.e., light poles, flag poles, etc.), metal objects (i.e., fences, bleachers, etc.), individual trees, standing pools of water, and open fields. Persons should avoid being the highest object in an open field.*

*In situations where thunder and/or lightning may or may not be present, yet someone feels his/her hair stand on end and his/her skin tingle, lightning is imminent. Therefore, all persons should assume the lightning safe position as described above.*

*If the Tennessee Technological University administration has canceled classes at the University due to severe weather, the TTU Athletic Department strongly recommends the cancellation of all contests, practices, and other activities.*

*All individuals should have the right to leave a site or activity, without fear of repercussion or penalty, in order to seek a safe structure or location if they feel that they are in danger from impending lightning safety.*

**Tennessee Technological University Lightning Safety Policy**

*Criteria for **suspension** of activities*

*A text message has been received that lightning has occurred within 8 miles, all individuals should be inside a safe shelter*

*Criteria for **resumption** of activities*

*Personnel should not return to the practice/contest area until **30 minutes after a text message has been received that no lightning has occurred within 8miles.***

**TENNESSEE TECHNOLOGICAL UNIVERSITY**  
**ATHLETIC TRAINING DEPARTMENT**  
***Lightning and Severe Weather Statement to be Read at Outside Events***

***Averitt Express Baseball and Softball Complexes***

*In the event of lightning, thunder, or other severe weather, it is the policy of the Tennessee Tech Athletic Department that all spectators immediately evacuate the grandstand and bleacher areas. It is advised that spectators evacuate to the Hooper Eblen Center or to hard-topped vehicles until it has been deemed safe to return to the grandstand and bleacher areas.*

***Tucker Stadium***

*In the event of lightning, thunder, or other severe weather, it is the policy of the Tennessee Tech Athletic Department that all spectators immediately evacuate the grandstand and bleacher areas. It is advised that spectators evacuate to the interior hallways of the stadium or to hard-topped vehicles until it has been deemed safe to return to the grandstand and bleacher areas.*

***Tennis Courts***

*In the event of lightning, thunder, or other severe weather, it is the policy of the Tennessee Tech Athletic Department that all spectators immediately evacuate the bleacher areas. It is advised that spectators evacuate to the interior hallways of the West Stadium or to hard-topped vehicles until it has been deemed safe to return to the bleacher area.*

***Soccer Field***

*In the event of lightning, thunder, or other severe weather, it is the policy of the Tennessee Tech Athletic Department that all spectators immediately evacuate the bleacher area. It is advised that spectators evacuate to the interior Hooper Eblen Center or to hard-topped vehicles until it has been deemed safe to return to the bleacher area.*

***Off-Campus Athletic Venues (Cross Country, Golf)***

*In the event of lightning, thunder, or other severe weather, it is the policy of the Tennessee Tech Athletic Department that all spectators immediately evacuate the area. It is advised that spectators evacuate to hard-topped vehicles or to fully enclosed buildings until it has been deemed safe to return to the area.*

**TENNESSEE TECHNOLOGICAL UNIVERSITY  
SPORTS MEDICINE  
DISASTER PLAN**

*Most disasters are covered in the TTU Emergency/Disaster Response Plan. However, this plan will address three types of disaster plans relative to the athletic personnel and student-athletes. Possible tornado, fire, and earthquake emergency guidelines are included.*

*The TTU Athletic Training Department will follow guidelines provided in the TTU EDRP in the event of a disaster. For the Hooper Eblen Center, Tucker Stadium, and other venues, the following guidelines may be applied.*

**TORNADO WARNING**

*In the case of a tornado warning, athletes/staff are advised to seek shelter in the nearest safe building (i.e., Hooper Eblen Center, West/East Football Stadium, etc.). Ideally they should congregate within the interior rooms of the bottom floors of these buildings. Athletes/staff in the baseball and softball complexes should go to the Hooper Eblen center immediately. If unavailable, they should go to the interior shower/restroom of the baseball clubhouse and locker room.*

*If outdoors, seek shelter in the nearest building with a basement and congregate there until the all-clear siren is sounded. DO NOT seek shelter in dugouts, press boxes, sheds, or automobiles.*

**FIRE ALARM**

*In case of a fire, sound the fire alarm, exit the building, and call 911 and campus police to report the incident. Staff should be aware of the location of fire alarms and fire extinguishers. If the fire is small and containable, locate and use a fire extinguisher. When a serious fire is burning or an explosion is possible, sound the alarm, exit the building, call campus police, and move to a safe location.*

*If the fire alarm sounds, immediately exit the building through the nearest exit. All athletic personnel will be responsible for a head count, if applicable.*

## **EARTHQUAKE**

*In the ever-increasing likelihood of an earthquake, this basic guideline should be followed. If you are inside, stay inside. If you are outside, stay outside. Most injuries come from falling debris.*

*If indoors during an earthquake, seek shelter under a heavy table or desk, doorway, or hall. Stay away from glass or heavy objects. If outdoors, move and stay away from buildings and utility poles if possible.*

**TENNESSEE TECHNOLOGICAL UNIVERSITY**  
**VENUE SPECIFIC SAFE STRUCTURES**

<i>TTU Venue</i>	<i>Primary Safe Locations</i>	<i>Secondary Safe Locations</i>	<i>Unacceptable Locations</i>
<i>Tucker Stadium</i>	<i>Locker rooms either east or west sides or in hallways of Stadium</i>	<i>Personal Vehicles with metal roof or team bus</i>	<i>Convertible soft-top vehicles, golf carts, storage sheds, tents, etc.</i>
<i>Averitt Express Baseball Complex</i>	<i>Clubhouse</i>	<i>Personal Vehicles with metal roof or team bus</i>	<i>Dugouts, batting cage, convertible soft-top vehicles, golf carts, storage sheds, tents, etc.</i>
<i>TTU Softball Complex</i>	<i>Baseball Clubhouse</i>	<i>Personal Vehicles with metal roof or team bus</i>	<i>Dugouts, batting cage, convertible soft-top vehicles, golf carts, storage sheds, tents, etc.</i>
<i>Football Practice/Soccer Game Field</i>	<i>Hooper Eblen Center away from glass</i>	<i>Personal Vehicles with metal roof or team bus</i>	<i>Convertible soft-top vehicles, golf carts, storage sheds, tents, etc.</i>
<i>Tennis Courts</i>	<i>West Football Stadium</i>	<i>Personal Vehicles with metal roof or team bus</i>	<i>Convertible soft-top vehicles, golf carts, storage sheds, tents, etc</i>