

Laguna-Acoma High School

INJURY MANAGEMENT PROTOCOL

The health and safety of the athletes at Laguna Acoma High School is of the utmost importance. We are committed to providing a safe environment for students to practice and compete, and we strive toward best practices in prevention and care for student athletes.

First Aid and Emergency Preparedness

Each interscholastic coach for LAHS is asked to at a minimum completed the (NFHS) First Aid, Health and Safety through the New Mexico Activities Association (NMAA) and AED certification as directed by the school. A copy of the certifications will be on file in the office of the athletic director.

Most injuries are minor and can be attended to with basic first aid procedures. **However**, if an athlete suffers a serious injury, the coach shall insure that one of the following is contacted and that the **Emergency Action Plan (EAP)** is followed:

If at Laguna Acoma High School, call: Laguna Police Department Dispatch at 552-6685 or Laguna Fire and Rescue at 552-1102.

OR when traveling to other schools, please ask if they have an athletic trainer or medical personnel on site and determine the best way to reach them if needed or call 911.

Medical Kit: Each team will be provided with a stocked medical kit. Teams should regularly check the medical kit to insure it is stocked with all needed supplies. The coaches should become familiar with the first aid supplies provided within the medical kit and use universal precautions when providing care.

Emergency Booklet: The AC will provide each head coach a booklet that contains the emergency contact information of their team, medical authorization for treatment, and the Emergency Action Plan. Coaches should have the booklet available at all times while they are coaching.

Emergency Action Plan (EAP):

Laguna Acoma High School 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 school principal or the athletic coordinator.

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 coaches, administrators, and available staff be effective. This guide is intended to delineate roles and outline the protocol to be followed should an emergency occur.



The highest person in the chain of command who is present at a scene will be the designated person in charge, or leader. The leadership may change hands as individuals higher on the chain of command arrive. 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 as soon as possible 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.

Administrators, coaches, and supporting staff should be familiar and comfortable with their role in the EAP at each competition or practice site. Each coach shall be trained, familiar with, and often review the EAP. The athletic coordinator shall annually review the EAP and make adjustments as needed.

Concussion Protocol: The NMAA requires coaches to be educated annually about sports concussions and to be familiar with the concussion protocol. A copy of each coach's certification shall be on record in the office of the athletic coordinator. Laguna Acoma High School follows the established NMAA guidelines to provide education about concussion for coaches, school personnel, parents, and athletes. Laguna Acoma also follows the NMAA protocol outlined procedures in managing sport-related concussions as well as protocol for return to play and academic activity following a concussion.

1. Coach Requirements • NFHS Learn Concussion in Sports:
<http://nfhslearn.com/courses/61037>
2. Current Certificate of Course completion on file for each coach
3. NMAA Fact Sheet for Coaches:
http://www.nmact.org/file/Facts_4_Coaches.pdf
4. Signed form on file for each coach
5. Student Athlete and Parent Requirements

NFHS Learn Concussion for Students:

<https://nfhslearn.com/courses/61059/concussion-for-students>

Current Certificate of Course completion on file for each athlete

NMAA Fact Sheet for Athletes/Parents:

http://www.nmact.org/file/Facts_4_Families.pdf

Signed form on file for each Athlete and Parent

Return-to-Play Guidelines

Each school is required to follow their District's Return-to-Play Guidelines (See return-to-play minimum State of New Mexico requirements)

RETURN TO PLAY GUIDELINES UNDER NEW MEXICO SENATE BILL 38

1. Remove athlete immediately from activity when signs/symptoms of a concussion are present. - Coaches and Athletes must be educated in signs/symptoms of a concussion.
2. Athletes must not return to full activity prior to a minimum of 240 hours (10 days).
3. Athletes must be released to participate by an appropriate medical professional before returning. - MD, DO, PA, CNP, PT, Licensed Psychologist, Licensed Athletic Trainer (as per Senate Bill 38)
4. School districts are required to develop head injury protocols (guidelines).
5. Coaches must follow school district's head injury protocol when allowing athletes to return to play.
6. Coaches must continue to monitor for signs/symptoms once athletes return to activity.
7. School districts are required to inform parents/ athletes of the potential risks of head injuries in sports.

If a coach suspects that a student may have suffered a concussion, the coach must immediately remove the student athlete from participation until a qualified healthcare professional has evaluated the student. It is also necessary for coaches to make sure the athletes understand the symptoms of a concussion and appreciate the importance of keeping the coaching staff informed.

Injury Reporting

It is important that students, coaches, and parents understand that all injuries **must** be reported immediately to the athletic coordinator and or principal. If the injury is an emergency, the coach should immediately activate the EAP.

The coach is required to fill out a district incident report for any injury that requires medical attention by a medical professional. The coach/supervisor should complete the injury report and notify the athletic coordinator and principal of the injury on the same day the injury occurred (via text, email, or phone call). A copy shall be turned into the office. If in doubt about the severity of an injury, err on the side of caution, and submit the completed injury form to the athletic coordinator and or principal.

The coach is responsible to contact the parent/guardian to notify them of the injury. If an injury occurs while competing as the away team, the coach shall obtain the assistance of the home team's athletic trainer and or emergency personnel for evaluation. This is especially important in the case of a possible concussion.

The coach is also required to fill out an Injury Report (a copy is provided) for injuries that are not an emergency when the team is home or away or practicing. This report should also be turned in the athletic coordinator no later than the following school day.

Medical Treatment

Anytime an athlete's participation is restricted by a medical professional, it is necessary for them to also have a full written release before resuming activity. A medical note shall be given directly to the athletic coordinator who will place a copy in the athletic office for documentation. The athletic coordinator will interpret the document and communicate with coaches the status of the student.

Student Medical Document

Coaches *should not accept medical documents* that are intended to release the student/athlete from light or no participation due to injury. The coach should not return them to activity without the consent of the athletic coordinator and or principal.

Note: A parent may not release a student who has been restricted by a medical professional.

Note: Urgent Care, Doctors of Chiropractic Medicine and Homeopathic medicine are not able to authorize clearance for athletics.

Prevention and Injury Management

1. Always inspect facilities and grounds for safety hazards prior to activity.
2. Maintain a stocked medical kit and have easy access to your emergency contact information.
3. Know how to reach the principal or athletic coordinator. Have the Principal's and AC's office and cell phone number programmed into each head and assistant coach contact list. When traveling to other schools, please ask if they have an athletic trainer on site and determine the best way to reach them if needed.
4. Reinforce, with players and parents, the importance of communicating with the coaching staff about all injuries.
5. Support the EPA especially when met with resistance from students and parents or other coaches.
6. Always err on the side of caution and stay within the limits of your recognized medical background (First Aid / CPR).

Athletic Training and Sports Medicine

Laguna Acoma High School does not have athletic trainers on staff. The coaches are expected to work to maintain the health and safety of our athletes. When injuries occur, the coaching staff will work with parents, and possibly a physician to develop a plan for treatment, rehabilitation, and return to play following the injury. It should be noted that after receiving clearance from a healthcare provider, the final decision regarding a student athlete's health and return to play will rest with the athletic coordinator and or principal.

Laguna Acoma High School Coach Injury Report

Athlete Name _____ Date of Injury _____

Location _____ Injury _____

Athlete removed from play? Yes or No

Did the Host AT or a medical professional evaluate the Athlete? Yes or No

What care was given? _____

Was a parent contacted? Yes or No

Was emergency medical services needed? Yes or No

If so what was needed? _____

Coach _____ Date _____

Sport _____ Varsity / JV / Freshman

Please utilized this report and fill it out if an injury occurs when your team is competing away.

Please return this form to the athletic coordinator immediately the following school day