



## SAFETY REQUIRES TEAMWORK AN EMERGENCY ACTION PLAN FOR INJURED HOCKEY OFFICIALS



The coach, manager and safety person should initiate a meeting at the beginning of the season to discuss the EAP for their team. As part of this discussion the Safety Person should be made aware that if an Official is hurt during a game they should respond to that person. The common practice would be for the home team safety person to respond first.

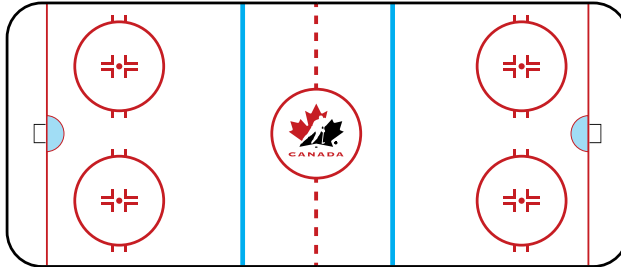
### Equipment Locations

### Arena Information

Please locate and identify area on map:

#### Legend

Phone ..... P  
Exits ..... E  
First aid... FA  
AED. .... AED



Arena/Facility Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

### Emergency Telephone Numbers

Emergency: \_\_\_\_\_

Ambulance: \_\_\_\_\_

Fire Dept: \_\_\_\_\_

Hospital: \_\_\_\_\_

Police: \_\_\_\_\_

General: \_\_\_\_\_

## Roles

### Safety Person / Charge Person

- Initially takes control of the situation.
- Instructs official to lay still & bystanders, such as other officials, not to move official.
- Do not move the official.
- Assess injury status of official, decide if an ambulance/medical care is required.
- If the injury is serious and warrants immediate attention that you are not qualified to provide, make your pre-determined signal to your call person, control person and your pre-determined first aid/medical person.

### Call Person

- Makes call when emergency assistance required (tests their cell phone in the facility to ensure it will work).
- Know location of alternate phones in the facility being played in. Have change or a phone card if necessary.
- Ideally at all games and practices and not involved on the bench.
- Has a list of emergency phone numbers in the area of the facility.
- Has a diagram displaying specific directions and best route to the arena facility.

### Control Person

- Pre-determine the location of the AED and other emergency equipment in the facility.
- Retrieving the AED and/or first aid kit and bringing to the injured official if requested.
- Seek highly-trained medical personnel in the facility if requested by the Charge Person.
- Ensure teams, other participants and spectators are not in the way of the charge person.
- Advise teams, other on-ice officials, arena staff and parents of the steps being taken.
- Ensure the quickest and best route for the ambulance crew to the ice surface is clear and accessible.
- Meet the ambulance on its arrival and direct EMS to the injured official.

## IMPORTANT REMINDERS

A game official continues to assume the role of being in charge of the overall environment.

It is important for officials to note that if the safety person makes the signal for assistance that there may be a number of pre-determined people who will respond and will require access to the ice.

Once the ambulance is called, the officials should send both teams to their dressing rooms.

*See flow chart on reverse*



# Emergency Action Plan Flow Chart



**IMPORTANT**

*If an official returns to the officials room after being injured the home team Safety Person should designate the control person to check on the official and ensure they do not need further assistance.*

**IMPORTANT**

*Note that if the home team Safety Person is not available the visiting team Safety Person should respond.*

Official Down

Home Team (scoresheet/bench) Safety Person Proceeds to Injured Official

Serious Injury Activate EAP

Pre-determined signal to Call Person

**Call Person:** calls 911 immediately and proceeds to injured official while remaining on the line with dispatch  
**Control Person:** proceeds to ice level and opens gate by the ice surface

**Call Person** sends predetermined person to injured Official to gain additional information and bring to the call person at the phone's pre-determined location.  
Meanwhile, the **Control Person** positions themselves at an open gate by the ice surface.  
**Call Person** calls 911. The person proceeding to the official would also advise the control person if the AED or first aid kit is required.

**IMPORTANT NOTE**  
If the **Safety Person** does not have first aid/AED training the pre-determined person with training proceeds to the official when the **Call Person** is signaled to implement the EAP

Advise **Control Person** waiting at open gate on to the ice surface if AED or first aid kit is required

**Call Person:** arrives at injured official and gives additional information to 911

Once 911 is called and dispatch has necessary information, the **Call Person** returns to the injured official

If AED/first aid kit required **Control Person** retrieves and brings to injured official

If AED/first aid kit not required **Control Person** gets information from **Call Person** and relays to coaches, etc.

**Control Person:** works with arena staff to clear area for EMS

**Call Person:** remains with the **Safety Person** and injured official in case the official's condition changes

**Control Person:** goes outside arena and awaits the ambulance and directs EMS to the injured official

EMS arrives and takes over care of injured official

