**Emergency Action Plan (EAP) Template**

Attach allergy/medical and emergency contact information for team members and coaching staff.

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| **Emergency Numbers:** | 9-1-1 *(if available in your community)* |
| **Coach Information:** | Head Coach: Cell:  | Assistant Coach: Cell:  |
| **Facility Details:** | Tel: Address:  Nearest Major Intersection:  | Map:  |
| **Nearest Hospital:** | Tel: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Address:   | Map:  |
| **On-site Charge Person(s)*** Clear the risk of further harm to the injured person by securing the area and shelter the injured person from the elements
* Designate who is in charge of the other participants
* Protect yourself (wears gloves if he/she is in contact with body fluids such as blood)
* Assess ABC’s (checks that airway is clear, breathing is present, a pulse is present, and there is no major bleeding)
* Wait by the injured person until EMS arrives and the injured person is transported
* Fill in an accident report form
 | **Option 1:****Option 2:****Option 3:** |
| **On-site Call Person(s)*** Call for emergency help
* Provide all necessary information to dispatch (e.g. facility location, nature of injury, what, if any, first aid has been done)
* Clear any traffic from the entrance/access road before ambulance arrives
* Wait by the driveway entrance to the facility to direct the ambulance when it arrives
* Call the emergency contact person listed on the injured person’s medical profile
 | **Option 1:****Option 2:****Option 3:** |

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| **Rapid Response to Symptomatic Individuals** Facilities & organizers are required to have a rapid response plan in place to manage symptomatic participants, spectators and staff. A rapid response plan sets out a fast-action plan for operators when an attendee shows symptoms of COVID-19.Details on rapid response can be found in the Alberta.ca General Relaunch Guidance. Plans should include: * Immediate isolation of the symptomatic participant from others, including arrangement for safe travel home (e.g., no public transit).
* Consideration of suspension or temporary cancellation of the event.
* Cleaning and disinfecting of all equipment and surfaces that may have come into contact with the symptomatic participant.
* Performance of hand hygiene by remaining participants.
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