

Labette Community College  
Athletic Training  
Emergency Action Plan for Gymnasium  
(Volleyball, Men's & Women's Basketball, Wrestling)

**Coach Responsibilities for Pre-Practice/Event Site:**

1. Make sure area is safe for participation.
  - Constantly monitor the weather (heat, lightening, etc.) and adjust accordingly
2. Confirm a means of contacting Certified Athletic Trainer and/or EMS
3. Have access to keys for unlocking doors/gates for ambulance entree to event
4. Ensure an employee of LCC monitors the entire duration of the practice

**Emergency Situation Communications:**

1. Call 911 or other emergency number as per College policies.
2. State that we have an injured student-athlete in need of emergency medical treatment at Labette Community College. We are requesting Emergency Medical Services (EMS) personnel to report to Labette Community College and meet a site supervisor at the gymnasium.
  - Gymnasium is located on the corner of Heacock and Broadway
  - Main parking lot located off of Broadway
3. Provide necessary information to EMS personnel:
  - Name, address, telephone number of caller
  - Number of victim/s and condition of victim/s
  - Nature of emergency
  - First aid currently being provided
  - Specific directions needed to locate scene
  - Other information as requested by dispatcher
  - Do not hang up until EMS does
    - Hold phone until EMS has arrived
4. Stabilize the athlete and provide emergency treatment and support until arrival of EMS. Assess airway and breathing. Assess circulation. Assess for and control major bleeding. Assess pulse. Assess skin (color, temperature, condition).
  - If able LCC staff member should accompany student-athlete to hospital
  - Notify athletic training staff and administration
  - Parents should be contacted
  - Obtain medical history and insurance information
  - Appropriate injury reports should be completed

**EMERGENCY TELEPHONE NUMBERS**

Labette Health Emergency Department 620-421-4881  
Labette Health Express Care 620-820-5990  
Emergency Medical Services 911  
Athletic Training Room Office 620-820-1027  
Facilities Office 620-820-1235  
Athletic Director Office 620-820-1017