

Club Emergency Action Plan - EAP

Club		Phone	
Address			
Hospital		Phone	
Address			
Directions			

911 EMERGENCY AMBULANCE, FIRE, POLICE

	Call Person	Role	Radio	Phone
1				
2				
3				
	Charge Person	Role	Radio	Phone
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				

Call Person

- call first responders e.g., ski patrol
- relay location, nature of injury, 1st aid provided and provide any medical information on file
- if the Charge Person or Call person calls an ambulance, prepare for ambulance arrival
- call the emergency contact on file

Charge Person

- e.g., coach, team captain, supervisor, camp lead
- secure the area to reduce the risk of further harm
 - designate who is in charge of athletes
 - if no one available, ensure athletes are in a safe area
 - report to Call Person: location, nature of injury, 1st aid provided
 - wait for first responders
 - complete an Incident Report