



Intercollegiate Athletics Emergency Procedures for Athletic Injuries or Illnesses

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When the ATC is on campus:

Life threatening Injury/Illness

If ATC is not already present, send someone to notify ATC immediately. Render any necessary first aid until the trainer arrives.

Make sure:

- athlete is breathing
- heart is beating
- stop any bleeding
- continue to monitor pulse and breathing

Dial 9-911 (off campus 911)

- This number connects you with a central dispatcher who will dispatch any emergency unit you request, i.e. ambulance, paramedics, police, etc.
- Inform the dispatcher of the address of the school, 1100 E. Sheldon, the phone number from which you are calling, and the location of the athlete.
- Give a brief description of the injury/illness.

Either the ATC or you will need to:

Contact the parents/guardians and notify them of the injury/illness, i.e. when it happened, where the athlete was taken for treatment, etc. (continue to try to contact).

If unable to reach parent/guardian, notify backup guardian, (obtained from emergency card).

Fill out necessary accident report forms/insurance forms.

Non-Life Threatening injury/illness

Contact trainer if not present at the scene, and render necessary first aid.

Render any help as the trainer may need assistance from you or the coaching staff or an athlete in the efficient management of the situation.

When ATC is off campus:

Life threatening injury/illness

Provide any necessary immediate first aid, i.e. CPR, stop profuse bleeding, check pulse and breathing, etc.

Get an emergency care unit by dialing 911 (on campus 9-911).

- This number connects you with a central dispatcher who will dispatch any emergency care unit you request.
- Inform dispatcher of the address of the school, 1100 E. Sheldon, (or place of event when on the road), phone number from which you are calling, and the location of the athlete.
- Give a brief description of the injury/illness.

Contact parent/guardian and notify them of the injury/illness and where the athlete was taken.
(Continue to try contacting.)

If unable to contact parent/guardian after repeated efforts, call emergency contact.
(phone numbers located on emergency cards.)

Fill out necessary accident forms/insurance forms as accurately as possible.

Non-Life threatening injury/illness

continued on other side

Emergency Procedures for Athletic Injuries or Illnesses, continued

Provide any necessary first aid (i.e. ice, splints, etc.) and notify the trainer as soon as possible. (If at an away event contact that school's ATC.)

Contact parent/guardian and ask what course of action they would prefer, i.e. which care facility, choice of doctor, method of transportation, etc. (Continue to try to contact.)

If unable to contact parent/guardian, contact back up guardian and/or family physician and follow the physician's instructions regarding the injury/illness.

Send a referral form with the athlete for the physician to fill out and return with the athlete regarding: future practice/game play, treatment instructions, etc.

Fill out necessary accident reports/insurance forms.

Emergency phone numbers

Central Dispatch	911 (9-911 on Campus)
Campus Police	776-2185
Life Line Ambulance	445-3811
Yavapai Regional Medical Center	445-2700

Yavapai College Campus Emergency Procedures

Campus Police Assistance

Non-emergency	776-2185
Emergency calls from off campus	911
Pay phone emergency calls (free)	911

Fire reporting

Activate the nearest fire alarm and/or sound an oral alarm.

Evacuate occupants from the building.

Dial 9-911 for Prescott Fire Department (using on-campus phone) or blue light emergency phone.

If possible, have someone meet the fire truck to direct the driver to the fire. This will save valuable time.

Assist in controlling the fire until the Fire Department arrives.

Hazardous Material Spills

Campus Police Department	776-2185
Prescott Fire Department	9-911 (on Campus)
C.H.E.M.E.T.R.E.C.	(800) 424-9300 (National Hotline)

Ingested Poisons

Arizona Poison Control	(800) 362-0101
Fire Department Rescue Squad	911

Important: 911 or 9-911 emergency calls are answered by Prescott Police and patched through to Yavapai College. Please use ONLY if 776-2185 fails.