

Emergency Action Plan Review

Components	Incomplete	Meets Guidelines	Reviewer comments
Roles of personnel are identified by title (MD/AT/Coach) by task (care of athlete, activate EMS)	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	
Communication Primary and secondary methods identified	<input type="checkbox"/>	<input type="checkbox"/>	
Communication Emergency #'s identified (911, ambulance, fire, police)	<input type="checkbox"/>	<input type="checkbox"/>	
Communication Script prepared (with venue directions) and posted by phones	<input type="checkbox"/>	<input type="checkbox"/>	
Communication Student Emergency Info (who has it Coach/AT)	<input type="checkbox"/>	<input type="checkbox"/>	
Emergency Equipment What is available (i.e. AED) Where is it (with AT, office)	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	
Emergency Transportation Designated location when on site, clear route for exit Clearly identified entrance/access (when not on-site)	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	

Reviewed by: \_\_\_\_\_

Date: \_\_\_\_\_

In addition to the comments above, this EAP should be reviewed and approved by school administration, distributed to all medical personnel, first responders, coaches and administrators. The emergency plans should be reviewed and rehearsed annually in coordination with your medical providers and local emergency medical service. If changes are made to physical facilities (new gates, fencing, etc) the EAP should be updated and rehearsed to take into account these changes. Documentation should be kept with regards to personnel training (CPR/FA/AED, rehearsal date, AED inspection/Maintenance).

As provided in N.C. Gen. Stat. §115C-12(23)(c), a licensed athletic trainer shall review the proposed Emergency Action Plan (“EAP”) in accordance with current guidelines including but without limitation, the National Athletic Trainers Association Position Statement: Emergency Planning in Athletics (JAT 2002;37(1):99-104). Any materials, suggestions or comments provided as a part of the review are for informational purposes only and do not constitute either legal or medical advice. The review does not constitute approval of the EAP or its compliance with North Carolina law. Many variables and changes in circumstances and conditions may affect the relevance of the comments provided during the review process to the final EAP that is adopted and implemented. The athletic trainer reviewing the EAP and the North Carolina Athletic Trainers’ Association coordinating the review expressly disclaims all responsibility or liability related to or associated with the final approved EAP, including without limitation, the implementation of the EAP or the actions of individuals performing under the EAP.