

Emergency Action Plans  
Otterbein University  
Athletic Venues

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After situation is resolved, call Dawn Stewart, AD, at 614-327-2449, or official designee. In addition, Student Life should also be informed, so call the Assistant Director of Resident Life (ADRL) at phone number 614-506-1054, they will receive the information about the student and take the necessary action.

**How to Call 911**  
**Example: Africa Road Practice Field**

1. Remain Calm.
2. Call 911
3. My name is: \_\_\_\_\_
4. I need paramedics at: Otterbein University Africa Rd. Practice Field
5. My exact address is: **199 West Street -or-Field across from 220 West Street**
6. Athlete is located : \_\_\_\_\_
7. Someone will meet the ambulance at the access road at the north end of the field.
8. An Otterbein designee will meet the ambulance.
9. I am calling from (phone): \_\_\_\_\_
10. Allow the operator to hang up first.
11. If they have not arrived on scene yet, Call Otterbein Police (614-823-1222)

## **Clements Center, Indoor Track – In-Season Practices and Meets**

### **Emergency Personnel:**

- Athletic Trainer
- Athletic Training Student(s)
- Coaches (all full time OU coaching staffs should be CPR certified)
- Student Athletes (some may be certified in CPR)

### **Roles of Personnel:**

- AT: Immediate care of victim/delegation of orders
- ATS: Retrieve necessary equipment, call EMS and direct them to site, assist with victim per instruction, maintain crowd control
- Coaches / Student athletes: Maintain crowd control/team composure

### **EMS Activation:**

- Call EMS (911), THEN OPD (x1222).
  - Gives pertinent information:
    - Type of emergency
    - Number of people involved
    - Injury
    - Present Condition of injured
    - Current Assistance
  - Gives Directions:
    - East on Main Street
    - Turn North on Center Street
    - Follow Center Street all the way past the football stadium to the front door of the Clements Recreation Center
  - **Address: 180 Center Street**

### **Equipment:**

- Maintenance occurs, at a minimum, 1 time per year.
- Rehearsal occurs, at a minimum, 2 times per academic quarter.
  - AED
    - Maintenance: Check battery regularly, ensure availability of new pads
    - Location: Clements Center, across from front desk
    - Rehearsal: Turn on and follow directions
    - Retrieval: Anyone certified in its use

### **Athlete Transportation via Ambulance:**

- Insurance information and emergency medical information is sent with athlete
- Representative of OU is sent with athlete

## Clements Center, Indoor Track – Out of Season

### **Emergency Personnel:**

- Coaches (all full time OU coaching staffs should be CPR certified)
- Student Athletes (some may be certified in CPR)

### **Roles of Personnel:**

- Immediate care of victim/delegation of orders
- Retrieve necessary equipment, call EMS and direct them to site, assist with victim per instruction, maintain crowd control
- Maintain crowd control/team composure

### **EMS Activation:**

- Call EMS (911), THEN OPD (x1222).
  - Gives pertinent information:
    - Type of emergency
    - Number of people involved
    - Injury
    - Present Condition of injured
    - Current Assistance
  - Gives Directions:
    - East on Main Street
    - Turn North on Center Street
    - Follow Center Street all the way past the football stadium to the front door of the Clements Recreation Center
  - **Address: 180 Center Street**

### **Equipment:**

- Maintenance occurs, at a minimum, 1 time per year.
- Rehearsal occurs, at a minimum, 2 times per academic quarter.
  - AED
    - Maintenance: Check battery regularly, ensure availability of new pads
    - Location: Clements Center, across from front desk
    - Rehearsal: Turn on and follow directions
    - Retrieval: Anyone certified in its use

### **Athlete Transportation via Ambulance:**

- Insurance information and emergency medical information is sent with athlete
- Representative of OU is sent with athlete

## **Freeman Athletic Training Center – Athletic Training Facility**

### **Emergency Personnel:**

- Athletic Trainer(s)
- Athletic Training Student(s)
- Coaches (all full time OU coaching staffs should be CPR certified)
- Student Athletes (some may be certified in CPR)

### **Roles of Personnel:**

- AT: Immediate care of victim/delegation of orders
- ATS: Retrieve necessary equipment, call EMS and direct them to site, assist with victim per instruction, maintain crowd control
- Coaches/ Student Athletes: Maintain crowd control/team composure

### **EMS Activation:**

- Call EMS (911), THEN OPD (x1222).
  - Gives pertinent information:
    - Type of emergency
    - Number of people involved
    - Injury
    - Present Condition of injured
    - Current Assistance
  - Gives Directions:
    - East on Main Street
    - Turn North on Center Street
    - Follow Center Street all the way past the football stadium to the front door of the Clements Recreation Center
  - **Address: 180 Center Street**

### **Equipment:**

- Maintenance occurs, at a minimum, 1 time per year.
- Rehearsal occurs, at a minimum, 2 times per academic quarter.
  - AED
    - Maintenance: Check battery regularly, ensure availability of new pads
    - Location: Clements Center, across from front desk
    - Rehearsal: Turn on and follow directions
    - Retrieval: Anyone certified in its use

### **Athlete Transportation via Ambulance:**

- Insurance information and emergency medical information is sent with athlete
- Representative of OU is sent with athlete

## **Rike Center – Volleyball / Basketball / Wrestling / Weight Room – In-Season Practices and Games/Match**

### **Emergency Personnel:**

- Athletic Trainer(s)
- Athletic Training Student(s)
- Coaches (all full time OU coaching staffs should be CPR certified)
- Student Athletes (some may be certified in CPR)

### **Roles of Personnel:**

- AT: Immediate care of victim/delegation of orders
- ATS: Retrieve necessary equipment, call EMS and direct them to site, assist with victim per instruction, maintain crowd control
- Coaches / Student Athlete: Maintain crowd control/team composure

### **EMS Activation:**

- Call EMS (911), THEN OPD (x1222).
  - Gives pertinent information:
    - Type of emergency
    - Number of people involved
    - Injury
    - Present Condition of injured
    - Current Assistance
  - Gives Directions:
    - East on Main Street
    - Turn North on Center Street
    - Follow Center St all the way past the football stadium to the large garage door of the Rike Center.
  - **Address: 160 Center Street**

### **Equipment:**

- Maintenance occurs, at a minimum, 1 time per year.
- Rehearsal occurs, at a minimum, 2 times per academic quarter.
  - AED
    - Maintenance: Check battery regularly, ensure availability of new pads
    - Location: NW wall between main and back courts. By stairs
    - Rehearsal: Turn on and follow directions
    - Retrieval: Anyone certified in its use

### **Athlete Transportation via Ambulance:**

- Insurance information and emergency medical information is sent with athlete
- Representative of OU is sent with athlete

## **Rike Center – Main Court, Back Court, Weight Room- Out of Season**

### **Emergency Personnel:**

- Coaches (all full time OU coaching staffs should be CPR certified)
- Student Athletes (some may be certified in CPR)

### **Roles of Personnel:**

- Immediate care of victim/delegation of orders
- Retrieve necessary equipment, call EMS and direct them to site, assist with victim per instruction, maintain crowd control
- Maintain crowd control/team composure

### **EMS Activation:**

- Call EMS (911), THEN OPD (x1222).
  - Gives pertinent information:
    - Type of emergency
    - Number of people involved
    - Injury
    - Present Condition of injured
    - Current Assistance
  - Gives Directions:
    - East on Main Street
    - Turn North on Center Street
    - Follow Center St all the way past the football stadium to the large garage door of the Rike Center.
  - **Address: 160 Center Street**

### **Equipment:**

- Maintenance occurs, at a minimum, 1 time per year.
- Rehearsal occurs, at a minimum, 2 times per academic quarter.
- AED
  - Maintenance: Check battery regularly, ensure availability of new pads
  - Location: NW wall between main and back courts. By stairs
  - Rehearsal: Turn on and follow directions
  - Retrieval: Anyone certified in its use

### **Athlete Transportation via Ambulance:**

- Insurance information and emergency medical information is sent with athlete
- Representative of OU is sent with athlete

## Memorial Stadium, Football Game Day

### **Emergency Personnel:**

- Athletic Trainer(s), on sidelines
- Team Physician, on sidelines
- EMS, at south end of stadium
- Athletic Training Students, on sidelines
- Coaches (all full time OU coaching staffs should be CPR certified), on sidelines

### **Roles of Personnel:**

- AT: Immediate care of athlete, delegation of ATS orders, transportation of athlete
- Team Physician: Immediate care of athlete
- EMS: transport to Grant hospital after spine boarding
- ATS: Retrieve necessary equipment (AED, spine board etc), assist with athlete per AT's instructions
- Coaches: Maintain crowd control/ team composure, unlock gates

### **EMS Activation (only necessary if they are not present at the south end of stadium):**

- AT will instruct ATS to call EMS via cell phone and THEN call OPD.
  - Cell phone: dial 911 for EMS
  - Cell Phone: Campus Police (or 823-1222 via phone)
- Gives pertinent information:
  - Type of emergency
  - Number of people involved
  - Injury
  - Present Condition of injured
  - Current Assistance
- Gives Directions:
  - East on Main Street
  - Turn North on Center Street
- **Address: 130 Center Street, turn into gate on south side of stadium**

### **Equipment:**

- Maintenance occurs, at a minimum, 1 time per year.
- Rehearsal occurs, at a minimum, 2 times per academic quarter.
- AED
  - Maintenance: Check battery regularly, ensure availability of new pads
  - Location: Wall outside the East Athletic training facility entrance in stadium
  - Rehearsal: Turn on and follow directions
  - Retrieval: Anyone certified in its use



## **Memorial Stadium, Football Game Day**

- **Spine board** \*Used at the discretion of AT\*
  - Maintenance: Check straps/ head rest
  - Location: On the sidelines
  - Retrieval: ATSRehearsal:
  - AT: at head
  - ATS: at shoulders, hips and feet
  - Practice 2 times per season
  
- **Splints**
  - Maintenance: Check for leaks
  - Location: On the sidelines
  - Retrieval: ATS
  
- **Facemask tools**
  - Maintenance: Ensure sharp blades
  - Location: In kit on sidelines
  - Retrieval: ATS
  - Rehearsal:
    - Clip bindings on sides of facemask
    - Practice 2 times per season

### **Athlete Transportation via Ambulance:**

- Insurance information and emergency medical information is sent with athlete
- Representative of OU is sent with athlete
- One OU AT must stay at game

## Memorial Stadium – Football – In-season Practices

### **Emergency Personnel:**

- Athletic Trainer(s)
- Athletic Training Students
- Coaches (all full time OU coaching staffs should be CPR certified), on sidelines

### **Roles of Personnel:**

- AT: Immediate care of athlete, delegation of ATS orders, transportation of athlete
- ATS: Retrieve necessary equipment (AED, spine board etc), assist with athlete per AT's instructions
- Coaches: Maintain crowd control/ team composure, unlock gates

### **EMS Activation:**

- AT will instruct ATS to call EMS via cell phone and THEN call OPD.
  - Cell phone: dial 911 for EMS
  - Cell Phone: Campus Police (or 823-1222 via phone)
- Gives pertinent information:
  - Type of emergency
  - Number of people involved
  - Injury
  - Present Condition of injured
  - Current Assistance
- Gives Directions:
  - East on Main Street
  - Turn North on Center Street
- **Address: 130 Center Street, turn into gate on south side of stadium**

### **Equipment:**

- Maintenance occurs, at a minimum, 1 time per year.
- Rehearsal occurs, at a minimum, 2 times per academic quarter.
  - AED
    - Maintenance: Check battery regularly, ensure availability of new pads
    - Location: Wall outside the East Athletic training facility entrance in stadium
    - Rehearsal: Turn on and follow directions
    - Retrieval: Anyone certified in its use
  - Spine board \*Used at the discretion of AT\*
    - Maintenance: Check straps/ head rest
    - Location: On the sidelines
    - Retrieval: ATS
    - Rehearsal:
      - AT: at head
      - ATS: at shoulders, hips and feet
        - Practice 2 times per season

- Splints
  - Maintenance: Check for leaks
  - Location: On the sidelines
  - Retrieval: ATS
  
- Facemask tools
  - Maintenance: Ensure sharp blades
  - Location: In kit
  - Retrieval: ATS
  - Rehearsal:
    - Clip bindings on sides of facemask
    - Practice 2 times per season

**Athlete Transportation via Ambulance:**

- Insurance information and emergency medical information is sent with athlete
- Representative of OU is sent with athlete
- One ATC must stay at practice

## **Memorial Stadium – Non Traditional Season Practices**

### **Emergency Personnel:**

- Coaches (all full time OU coaching staffs should be CPR certified), on sidelines
- Student Athletes (some may be certified in CPR)

### **Roles of Personnel:**

- Immediate care of athlete, activation of EAP
- Retrieve necessary equipment (AED),
- Maintain crowd control/ team composure, unlock gates

### **EMS Activation:**

- Call EMS via cell phone and THEN call OPD.
  - Cell phone: dial 911 for EMS
  - Cell Phone: Campus Police (or 823-1222 via phone)
- Gives pertinent information:
  - Type of emergency
  - Number of people involved
  - Injury
  - Present Condition of injured
  - Current Assistance
- Gives Directions:
  - East on Main Street
  - Turn North on Center Street
- Address: **130 Center Street, turn into gate on south side of stadium**

### **Equipment:**

- Maintenance occurs, at a minimum, 1 time per year.
- Rehearsal occurs, at a minimum, 2 times per academic quarter.
  - AED
    - Maintenance: Check battery regularly, ensure availability of new pads
    - Location: Wall outside the East Athletic training facility entrance in stadium
    - Rehearsal: Turn on and follow directions
    - Retrieval: ATS

### **Athlete Transportation via Ambulance:**

- Representative of OU is sent with athlete

## Memorial Stadium, Men's Lacrosse Game Day

### **Emergency Personnel:**

- Athletic Trainer, on sidelines
- Team Physician, on sidelines
- Athletic Training Students, on sidelines
- Coaches (all full time OU coaching staffs should be CPR certified), on sidelines

### **Roles of Personnel:**

- AT: Immediate care of athlete, delegation of ATS orders, transportation of athlete
- Team Physician: Immediate care of athlete
- ATS: Retrieve necessary equipment (AED, spine board etc), assist with athlete per ATC's instructions
- Coaches: Maintain crowd control/ team composure, unlock gates

### **EMS Activation:**

- AT will instruct ATS to call EMS via cell phone and then call OPD
  - Cell phone: dial 911 for EMS
  - Cell Phone: Campus Police (or 823-1222 via phone)
- Gives pertinent information:
  - Type of emergency
  - Number of people involved
  - Injury
  - Present Condition of injured
  - Current Assistance
- Gives Directions:
  - East on Main Street
  - Turn North on Center Street
- Address: **130 Center Street, turn into gate on south side of stadium**

### **Equipment:**

Maintenance occurs, at a minimum, 1 time per year.

Rehearsal occurs, at a minimum, 2 times per academic quarter.

- AED
  - Maintenance: Check battery regularly, ensure availability of new pads
  - Location: Wall outside the East Athletic training facility entrance in stadium
  - Rehearsal: Turn on and follow directions
  - Retrieval: Anyone certified in its use

## **Memorial Stadium, Men's Lacrosse Game Day**

- **Spine board** \*Used at the discretion of AT\*
  - Maintenance: Check straps/ head rest
  - Location: On the sidelines
  - Retrieval: ATS
  
  - Rehearsal:
    - AT: at head
    - ATS: at shoulders, hips and feet
      - Practice 2 times per season
  
- **Splints**
  - Maintenance: Check for leaks
  - Location: On the sidelines
  - Retrieval: ATS
  
- **Facemask tools**
  - Maintenance: Ensure sharp blades
  - Location: In kit
  - Retrieval: ATS
  - Rehearsal:
    - Clip bindings on sides of facemask
    - Practice 2 times per season

### **Athlete Transportation via Ambulance:**

- Insurance information and emergency medical information is sent with athlete
- Representative of OU is sent with athlete
- One OU AT must stay at game

## **Memorial Stadium - Men's Lacrosse – Practice – In-season / Fall season**

### **Emergency Personnel:**

- Athletic Trainer
- Coaches (all full time OU coaching staffs should be CPR certified), on sidelines

### **Roles of Personnel:**

- AT: Immediate care of athlete, delegation of ATS orders, transportation of athlete
- Coaches: Retrieve necessary equipment (AED, FM extractor, screwdriver), assist with athlete per AT's instructions
- Maintain crowd control/ team composure, unlock gates

### **EMS Activation:**

- AT will instruct coaches to call EMS via cell phone and then call OPD
  - Cell phone: dial 911 for EMS
  - Cell Phone: Campus Police (or 823-1222 via phone)
- Gives pertinent information:
  - Type of emergency
  - Number of people involved
  - Injury
  - Present Condition of injured
  - Current Assistance
- Gives Directions:
  - East on Main Street
  - Turn North on Center Street
- Address: **130 Center Street, turn into gate on south side of stadium**

### **Equipment:**

- Maintenance occurs, at a minimum, 1 time per year.  
Rehearsal occurs, at a minimum, 2 times per season.
- AED
  - Maintenance: Check battery regularly, ensure availability of new pads
    - Location: Wall outside the East Athletic training facility entrance in stadium
    - Rehearsal: Turn on and follow directions
    - Retrieval: ATS
- Facemask tools (FM Extractor and Cordless screwdriver)
  - Maintenance: Ensure sharp blades and charged batteries
  - Location: In kit
  - Rehearsal: Clip bindings on sides of facemask
  - Retrieval: ATS

### **Athlete Transportation via Ambulance:**

- Insurance information and emergency medical information is sent with athlete
- Representative of OU is sent with athlete
- AT must stay to cover event

## **Memorial Stadium, Soccer Games and In-season Practices**

### **Emergency Personnel:**

- Athletic Trainer, on sideline
- Athletic Training Students, on sideline
- Coaches (All full time OU coaching staffs should be CPR certified), on sideline

### **Roles of Personnel:**

- AT: Immediate care of athlete, delegation of ATS orders, transportation of athlete
- ATS: Retrieve necessary equipment (AED, spine board etc), assist with athlete per AT's instructions
- Coaches: Maintain crowd control/ team composure, unlock gates

### **EMS Activation:**

- AT will instruct ATS to call EMS via cell phone and then call OPD
  - Cell phone: dial 911 for EMS
  - Cell Phone: Campus Police (or 823-1222 via phone)
- Gives pertinent information:
  - Type of emergency
  - Number of people involved
  - Injury
  - Present Condition of injured
  - Current Assistance
- Gives Directions:
  - East on Main Street
  - Turn North on Center Street
- Address: **130 Center Street, turn into gate on south side of stadium**

### **Equipment:**

- Maintenance occurs, at a minimum, 1 time per year.
- Rehearsal occurs, at a minimum, 2 times per season.
  - AED
    - Maintenance: Check battery regularly, ensure availability of new pads
    - Location: Wall outside the East Athletic training facility entrance in stadium
    - Rehearsal: Turn on and follow directions
    - Retrieval: ATS
  - Spineboard      \*Used at the discretion of AT\*
    - Maintenance: Check straps/ head rests
    - Location: On the sidelines
    - Rehearsal:
      - AT: at head
      - ATS: at shoulders, hips and feet Practice 2 times per season
    - Retrieval: ATS



- Splints
  - Maintenance: Check for leaks
  - Location: On the sidelines
  - Retrieval: ATS

**Athlete Transportation via Ambulance:**

- Insurance information and emergency medical information is sent with athlete
- Representative of OU is sent with athlete

## **Memorial Stadium, Women's Lacrosse Games and In-season Practices**

### **Emergency Personnel:**

- Athletic Trainer(s), on sidelines
- Athletic Training Students, on sidelines
- Coaches (All full time OU coaching staffs should be CPR certified), on sidelines

### **Roles of Personnel:**

- AT: Immediate care of athlete, delegation of ATS orders, transportation of athlete
- ATS: Retrieve necessary equipment (AED, spine board etc), assist with athlete per AT's instructions
- Coaches: Maintain crowd control/ team composure, unlock gates

### **EMS Activation (only necessary if they are not present at the south end of stadium):**

- AT will instruct ATS to call EMS via cell phone and then call OPD
  - Cell phone: dial 911 for EMS
  - Cell Phone: Campus Police (or 823-1222 via phone)
- Gives pertinent information:
  - Type of emergency
  - Number of people involved
  - Injury
  - Present Condition of injured
  - Current Assistance
- Gives Directions:
  - East on Main Street
  - Turn North on Center Street
- Address: **130 Center Street, turn into gate on south side of stadium**

### **Equipment:**

- Maintenance occurs, at a minimum, 1 time per year.
- Rehearsal occurs, at a minimum, 2 times per season.
  - AED
    - Maintenance: Check battery regularly, ensure availability of new pads
    - Location: Wall outside the East Athletic training facility entrance in stadium
    - Rehearsal: Turn on and follow directions
    - Retrieval: ATS
  - Spineboard      \*Used at the discretion of AT\*
    - Maintenance: Check straps/ head rests
    - Location: On the sidelines
    - Rehearsal:
      - AT: at head
      - ATS: at shoulders, hips and feet
      - Practice 2 times per season
    - Retrieval:      ATS

- Splints
  - Maintenance: Check for leaks
  - Location: On the sidelines
  - Retrieval: ATS
  
- Facemask tools for Goalies (FM Extractor and cordless screwdriver)
  - Maintenance: Ensure sharp blades and charged batteries
  - Location: In kit
  - Rehearsal: Clip bindings on sides of facemask
  - Retrieval: ATS

**Athlete Transportation via Ambulance:**

- Insurance information and emergency medical information is sent with athlete
- Representative of OU is sent with athlete
- One AT must stay at game

## **Memorial Stadium, Outdoor Track – In-Season Practices and Meets**

### **Emergency Personnel:**

- Athletic Trainer(s)
- Athletic Training Student
- Coaches (All full time OU coaching staffs should be CPR certified)
- Student Athletes (some may be certified in CPR)

### **Roles of Personnel:**

- AT: Immediate care of victim/delegation of orders
- ATS: Retrieve necessary equipment, call EMS and direct them to site, assist with victim per instruction, maintain crowd control
- Coaches /Student Athletes: Maintain crowd control/team composure

### **EMS Activation:**

- Call EMS (911) THEN OPD (x1222).
  - Gives pertinent information:
    - Type of emergency
    - Number of people involved
    - Injury
    - Present Condition of injured
    - Current Assistance
  - Gives Directions:
    - East on Main Street
    - Turn North on Center Street
  - Address: **130 Center Street, turn into gate on south side of stadium**

### **Equipment:**

- Maintenance occurs, at a minimum, 1 time per year.
- Rehearsal occurs, at a minimum, 2 times per academic quarter.
  - AED
    - Maintenance: Check battery regularly, ensure availability of new pads
    - Location: Wall outside the East Athletic training facility entrance in stadium
    - Rehearsal: Turn on and follow directions
    - Retrieval: ATS

### **Athlete Transportation via Ambulance:**

- Insurance information and emergency medical information is sent with athlete
- Representative of OU is sent with athlete

## **Clements Field – In-season Practices**

### **Emergency Personnel:**

- Athletic Trainer
- Athletic Training Student(s)
- Coaches (all full time OU coaching staffs should be CPR certified)
- Student Athletes (some may be certified in CPR)

### **Roles of Personnel:**

- AT: Immediate care of victim/delegation of orders
- ATS: Retrieve necessary equipment, call EMS and direct them to site, assist with victim per instruction, maintain crowd control
- Coaches / Student Athletes: Maintain team composure

### **EMS Activation:**

- ATS: Call EMS (911) THEN OPD (x1222).
  - Gives pertinent information:
    - Type of emergency
    - Number of people involved
    - Injury
    - Present Condition of injured
    - Current Assistance
  - Gives Directions: (unnecessary if using Campus Security)
    - North on State Street
    - Turn West on Broadway Street
    - **Access field via driveway of 40 West Broadway Street**
  - Address: **40 West Broadway Street**

### **Equipment:**

- Maintenance occurs, at a minimum, 1 time per year.
- Rehearsal occurs, at a minimum, 2 times per academic quarter.
  - AED
    - Maintenance: Check battery regularly, ensure availability of new pads
    - Location: NW wall between main and back courts. By stairs
      - Rehearsal: Turn on and follow directions
      - Retrieval: ATS

### **Athlete Transportation via Ambulance:**

- Insurance information and emergency medical information is sent with athlete
- Representative of OU is sent with athlete

## **Clements Field – Out of season Practices**

### **Emergency Personnel:**

- Coaches (all full time OU coaching staffs should be CPR certified)
- Student Athletes (some may be certified in CPR)

### **Roles of Personnel:**

- Immediate care of victim/delegation of orders
- Retrieve necessary equipment, call EMS and direct them to site, assist with victim per instruction, maintain crowd control
- Maintain team composure

### **EMS Activation:**

- Call EMS (911) THEN OPD (x1222).
  - Gives pertinent information:
    - Type of emergency
    - Number of people involved
    - Injury
    - Present Condition of injured
    - Current Assistance
  - Gives Directions: (unnecessary if using Campus Security)
    - North on State Street
    - Turn West on Broadway Street
    - **Access field via driveway of 40 West Broadway Street**
  - Address: **40 West Broadway Street**

### **Equipment:**

- Maintenance occurs, at a minimum, 1 time per year.
- Rehearsal occurs, at a minimum, 2 times per academic quarter.
  - AED
    - Maintenance: Check battery regularly, ensure availability of new pads
    - Location: NW wall between main and back courts. By stairs
      - Rehearsal: Turn on and follow directions
      - Retrieval: ATS

### **Athlete Transportation via Ambulance:**

- Insurance information and emergency medical information is sent with athlete
- Representative of OU is sent with athlete

## **Baseball & Softball Fields – Practice – In-Season**

### **Emergency Personnel:**

- Athletic Training
- Athletic Training Student(s)
- Coaches (all full time OU coaching staffs should be CPR certified)
- Student Athletes (some may be certified in CPR)

### **Roles of Personnel:**

- AT: Immediate care of victim/delegation of orders
- ATS: Retrieve necessary equipment, call EMS and direct them to site, assist with victim per instruction, maintain crowd control
- Coaches / Student Athletes: Maintain crowd control/team composure

### **EMS Activation:**

- Call EMS (911) THEN OPD (x1222).
  - Gives pertinent information:
    - Type of emergency
    - Number of people involved
    - Injury
    - Present Condition of injured
    - Current Assistance
  - Gives Directions:
    - East on Main Street
    - Left on Grove Street
    - Right on West Home Street
    - Left on driveway just East of Campus Center(100 W Home St, Westerville, OH 43081)
    - Follow driveway back to baseball/softball diamonds.
  - Address: **North of Clements Center at 180 Center Street**

### **Equipment:**

- Maintenance occurs, at a minimum, 1 time per year.
- Rehearsal occurs, at a minimum, 2 times per academic quarter.
  - AED
    - Maintenance: Check battery regularly, ensure availability of new pads
    - Location: NW wall between main and back courts. By stairs
    - Rehearsal: Turn on and follow directions
    - Retrieval: ATS

### **Athlete Transportation via Ambulance:**

- Insurance information and emergency medical information is sent with athlete
- Representative of OU is sent with athlete

## **Baseball & Softball Fields – Practice – Out of Season**

### **Emergency Personnel:**

- Coaches (all full time OU coaching staffs should be CPR certified)
- Student Athletes (some may be certified in CPR)

### **Roles of Personnel:**

- Immediate care of victim/delegation of orders
- Retrieve necessary equipment, call EMS and direct them to site, assist with victim per instruction, maintain crowd control
- Maintain crowd control/team composure

### **EMS Activation:**

- Call EMS (911) THEN OPD (x1222).
  - Gives pertinent information:
    - Type of emergency
    - Number of people involved
    - Injury
    - Present Condition of injured
    - Current Assistance
  - Gives Directions:
    - East on Main Street
    - Left on Grove Street
    - Right on West Home Street
    - Left on driveway just East of Campus Center(100 W Home St, Westerville, OH 43081)
    - Follow driveway back to baseball/softball diamonds.
  - Address: **North of Clements Center at 180 Center Street**

### **Equipment:**

- Maintenance occurs, at a minimum, 1 time per year.
- Rehearsal occurs, at a minimum, 2 times per academic quarter.
  - AED
    - Maintenance: Check battery regularly, ensure availability of new pads
    - Location: NW wall between main and back courts. By stairs
      - Rehearsal: Turn on and follow directions
      - Retrieval: ATS

### **Athlete Transportation via Ambulance:**

- Insurance information and emergency medical information is sent with athlete
- Representative of OU is sent with athlete



## Tennis Courts

### **Emergency Personnel:**

- Coaches (all full time OU coaching staffs should be CPR certified)
- Student Athletes (some may be certified in CPR)

### **Roles of Personnel:**

- Immediate care of victim/delegation of orders
- Retrieve necessary equipment, call EMS and direct them to site, assist with victim per instruction, maintain crowd control
- Maintain crowd control/team composure

### **EMS Activation:**

- Call EMS (911) THEN OPD (x1222).
  - Gives pertinent information:
    - Type of emergency
    - Number of people involved
    - Injury
    - Present Condition of injured
    - Current Assistance
  - Gives Directions:
    - East on Main Street
    - Left on Grove Street
    - Right on West Home Street
    - Left on driveway just East of Campus Center(100 W Home St, Westerville, OH 43081)
    - Follow driveway back to baseball/softball diamonds.
  - Address: **North of Clements Center at 180 Center Street**
  - Inform Athletic Trainer of situation

### **Equipment:**

- Maintenance occurs, at a minimum, 1 time per year.
- Rehearsal occurs, at a minimum, 2 times per academic quarter.
  - AED
    - Maintenance: Check battery regularly, ensure availability of new pads
    - Location: NW wall between main and back courts. By stairs
      - Rehearsal: Turn on and follow directions
      - Retrieval: ATS

### **Athlete Transportation via Ambulance:**

- Insurance information and emergency medical information is sent with athlete
- Representative of OU is sent with athlete

## Cross Country Course, Day of a Meet

### **Emergency Personnel:**

- Athletic Trainer(s)
- Team Physician
- Athletic Training Students
- Coaches (all full time OU coaching staffs should be CPR certified)

### **Roles of Personnel:**

- AT: Immediate care of athlete/ delegation of orders
- Team Physician: Immediate care of athlete / delegation of orders
- ATS: Retrieve necessary equipment (AED, spine board etc), call EMS and direct them to site, assist with athlete per AT's instructions
- Coaches: Maintain crowd control/ team composure, unlock gates

### **EMS Activation:**

- AT will instruct ATS to call EMS via cell phone
- Cell phone: dial **911 (Campus Police is 823-1222)**
  
- Gives pertinent information:
  - Type of emergency
  - Number of people involved
  - Injury
  - Present Condition of injured
  - Current Assistance
- Gives Directions:
  - North on Cleveland Avenue
  - Turn East into Westerville Rec Center
- Address: **350 North Cleveland Avenue, Westerville Rec Center**

### **Equipment:**

- Maintenance occurs, at a minimum, 1 time per year.
- Rehearsal occurs, at a minimum, 2 times per season.
  - AED
    - Maintenance: Check battery regularly, ensure availability of new pads
    - Location: On the Gator at the sidelines
    - Rehearsal: Turn on and follow directions
    - Retrieval: ATS
  
  - Spineboard            \*Used at the discretion of AT\*
    - Maintenance: Check straps/ head rests
    - Location:        Medical tent at course
    - Rehearsal:
      - ATC: at head
      - ATS: at shoulders, hips and feet
    - Retrieval:        ATS

- Splints
  - Maintenance: Check for leaks
  - Location: Storage closet in the Freeman Athletic Training Room
  - Retrieval: ATS

**Athlete Transportation via Ambulance:**

- Insurance information and emergency medical information is sent with athlete
- Representative of OU is sent with athlete
- One AT must stay at meet

## **Africa Road Practice Fields – In Season Practices**

### **Emergency Personnel:**

- Athletic Trainer(s)
- Athletic Training Student(s)
- Coaches (all full time OU coaching staffs should be CPR certified)
- Student Athletes (some may be certified in CPR)

### **Roles of Personnel:**

- AT: Immediate care of victim/delegation of orders
- ATS: Retrieve necessary equipment, call EMS and direct them to site, assist with victim per instruction, maintain crowd control
- Coaches / Student Athletes: Maintain crowd control/team composure

### **EMS Activation:**

- Call EMS (911) THEN OPD (x1222).
  - Gives pertinent information:
    - Type of emergency
    - Number of people involved
    - Injury
    - Present Condition of injured
    - Current Assistance
  - Gives Directions:
    - East on Main Street
    - Turn North on West Street
  - Address: **199 West Street or field across from 220 West Street**

### **Equipment:**

- Maintenance occurs, at a minimum, 1 time per year.
- Rehearsal occurs, at a minimum, 2 times per academic quarter.
  - AED
    - Maintenance: Check battery regularly, ensure availability of new pads
    - Location:
      - Rike Center: NW wall between main and back courts. By stairs
      - Clements Center: across from front desk
      - Stadium: Wall outside the East Athletic training facility entrance
    - Rehearsal: Turn on and follow directions
    - Retrieval: ATS

### **Athlete Transportation via Ambulance:**

- Insurance information and emergency medical information is sent with athlete
- Representative of OU is sent with athlete

## **Africa Road Practice Fields – Out of Season / Non Traditional Season**

### **Emergency Personnel:**

- Coaches (all full time OU coaching staffs should be CPR certified)
- Student Athletes (some may be certified in CPR)

### **Roles of Personnel:**

- Immediate care of victim/delegation of orders
- Retrieve necessary equipment, call EMS and direct them to site, assist with victim per instruction, maintain crowd control
- Maintain crowd control/team composure

### **EMS Activation:**

- Call EMS (911) THEN OPD (x1222).
  - Gives pertinent information:
    - Type of emergency
    - Number of people involved
    - Injury
    - Present Condition of injured
    - Current Assistance
  - Gives Directions:
    - East on Main Street
    - Turn North on West Street
  - Address: **199 West Street or field across from 220 West Street**

### **Equipment:**

- Maintenance occurs, at a minimum, 1 time per year.
- Rehearsal occurs, at a minimum, 2 times per academic quarter.
  - AED
    - Maintenance: Check battery regularly, ensure availability of new pads
    - Location:
      - Rike Center: NW wall between main and back courts. By stairs
      - Clements Center: across from front desk
      - Stadium: Wall outside the East Athletic training facility entrance
    - Rehearsal: Turn on and follow directions
    - Retrieval: ATS

### **Athlete Transportation via Ambulance:**

- Insurance information and emergency medical information is sent with athlete
- Representative of OU is sent with athlete

## **Outdoor Track- Throwing Field – Day of Meet**

### **Emergency Personnel:**

- Athletic Trainer
- Athletic Training Student(s)
- Coaches (all full time OU coaching staffs should be CPR certified)
- Student Athletes (some may be certified in CPR)

### **Roles of Personnel:**

- AT: Immediate care of victim/delegation of orders
- ATS: Retrieve necessary equipment, call EMS and direct them to site, assist with victim per instruction, maintain crowd control
- Coaches / Student Athletes: Maintain crowd control/team composure

### **EMS Activation:**

- Call EMS (911) THEN OPD (x1222).
  - Gives pertinent information:
    - Type of emergency
    - Number of people involved
    - Injury
    - Present Condition of injured
    - Current Assistance
  - Gives Directions:
    - East on Main Street
    - Turn North on West Street
  - Address: **299 West Street or field across from 298 N. West Street**

### **Equipment:**

- Maintenance occurs, at a minimum, 1 time per year.
- Rehearsal occurs, at a minimum, 2 times per academic quarter.
  - AED
    - Maintenance: Check battery regularly, ensure availability of new pads
      - Location:
        - Rike Center: NW wall between main and back courts. By stairs
        - Clements Center: across from front desk
        - Stadium: Wall outside the East Athletic training facility entrance
    - Rehearsal: Turn on and follow directions
    - Retrieval: ATS

### **Athlete Transportation via Ambulance:**

- Insurance information and emergency medical information is sent with athlete
- Representative of OU is sent with athlete

## Outdoor Track- Throwing Field – Practices

### **Emergency Personnel:**

- Coaches (all full time OU coaching staffs should be CPR certified)
- Student Athletes (some may be certified in CPR)

### **Roles of Personnel:**

- Immediate care of victim/delegation of orders
- Retrieve necessary equipment, call EMS and direct them to site, assist with victim per instruction, maintain crowd control
- Maintain crowd control/team composure

### **EMS Activation:**

- Call EMS (911) THEN OPD (x1222).
  - Gives pertinent information:
    - Type of emergency
    - Number of people involved
    - Injury
    - Present Condition of injured
    - Current Assistance
  - Gives Directions:
    - East on Main Street
    - Turn North on West Street
  - Address: 299 West Street or field across from 298 N. West Street
  - Inform Athletic Trainer of situation

### **Equipment:**

- Maintenance occurs, at a minimum, 1 time per year.
- Rehearsal occurs, at a minimum, 2 times per academic quarter.
  - AED
    - Maintenance: Check battery regularly, ensure availability of new pads
      - Location:
        - Rike Center: NW wall between main and back courts. By stairs
        - Clements Center: across from front desk
        - Stadium: Wall outside the East Athletic training facility entrance
    - Rehearsal: Turn on and follow directions
    - Retrieval: ATS

### **Athlete Transportation via Ambulance**

- Insurance information and emergency medical information is sent with athlete
- Representative of OU is sent with athlete

## **Westerville Sports Complex Practice Fields – In Season Practices**

### **Emergency Personnel:**

- Athletic Trainer(s)
- Athletic Training Student(s)
- Coaches (all full time OU coaching staffs should be CPR certified)
- Student Athletes (some may be certified in CPR)

### **Roles of Personnel:**

- AT: Immediate care of victim/delegation of orders
- ATS: Retrieve necessary equipment, call EMS and direct them to site, assist with victim per instruction, maintain crowd control
- Coaches / Student Athletes: Maintain crowd control/team composure

### **EMS Activation:**

- Call EMS (911) THEN OPD (x1222).
  - Gives pertinent information:
    - Type of emergency
    - Number of people involved
    - Injury
    - Present Condition of injured
    - Current Assistance
  - Gives Directions:
    - West on Main Street
    - Turn North on Cleveland Ave
  - Address: **325 N. Cleveland Ave.**

### **Equipment:**

- Maintenance occurs, at a minimum, 1 time per year.
- Rehearsal occurs, at a minimum, 2 times per academic quarter.
  - AED
    - Maintenance: Check battery regularly, ensure availability of new pads
      - Location:
        - Rike Center: NW wall between main and back courts. By stairs
        - Clements Center: across from front desk
        - Stadium: Wall outside the East Athletic training facility entrance
    - Rehearsal: Turn on and follow directions
    - Retrieval: ATS

### **Athlete Transportation via Ambulance:**

- Insurance information and emergency medical information is sent with athlete
- Representative of OU is sent with athlete



## **Westerville Sports Complex Practice Fields – Out of Season / Non Traditional Season**

### **Emergency Personnel:**

- Coaches (all full time OU coaching staffs should be CPR certified)
- Student Athletes (some may be certified in CPR)

### **Roles of Personnel:**

- Immediate care of victim/delegation of orders
- Retrieve necessary equipment, call EMS and direct them to site, assist with victim per instruction, maintain crowd control
- Maintain crowd control/team composure

### **EMS Activation:**

- Call EMS (911) THEN OPD (x1222).
  - Gives pertinent information:
    - Type of emergency
    - Number of people involved
    - Injury
    - Present Condition of injured
    - Current Assistance
  - Gives Directions:
    - West on Main Street
    - Turn North on Cleveland Ave
  - Address: **325 N. Cleveland Ave.**

### **Equipment:**

- Maintenance occurs, at a minimum, 1 time per year.
- Rehearsal occurs, at a minimum, 2 times per academic quarter.
  - AED
    - Maintenance: Check battery regularly, ensure availability of new pads
      - Location:
        - Rike Center: NW wall between main and back courts. By stairs
        - Clements Center: across from front desk
        - Stadium: Wall outside the East Athletic training facility entrance
    - Rehearsal: Turn on and follow directions
    - Retrieval: ATS

### **Athlete Transportation via Ambulance:**

- Insurance information and emergency medical information is sent with athlete
- Representative of OU is sent with athlete