TOWSON GENERALS

ATHLETIC TRAINING

EMERGENCY ACTION PLAN
FOR ATHLETICS
2022-23

PREPARED BY:
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TOWSON HIGH SCHOOL ATHLETIC TRAINING DEPARTMENT

Emergency Action Plan

Emergency situations may arise at anytime during athletic events. Expedient action must be taken in order to provide the best possible care to the sport participant of the emergency and/or life threatening conditions. The development and implementation of an emergency plan will help ensure that the best care will be provided.

The following emergency action plan is a general outline for Towson High School’s Athletic Training Department. Specific emergency action plans for each individual sport and/or athletic facility/venue detailing emergency phone numbers, entrances and access routes can be found in this manual. It is expected that all essential personnel make themselves 100% knowledgeable about all facets of the Emergency Action Plan.

EMERGENCY PHONE NUMBERS

<table>
<thead>
<tr>
<th>Role</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ambulance/Police/Fire</td>
<td>911</td>
</tr>
<tr>
<td>Baltimore County Police</td>
<td>(443) 809-2214</td>
</tr>
<tr>
<td>Towson H.S. (main office)</td>
<td>(443) 809-3608</td>
</tr>
<tr>
<td>Athletic Director, Justin Nash</td>
<td>(443) 809-4296</td>
</tr>
<tr>
<td>School Nurse</td>
<td>(443) 809-4261</td>
</tr>
</tbody>
</table>

Roles within the Emergency Team

1. Establish scene safety and immediate care of the athlete
2. Activation of the Emergency Medical System
3. Emergency equipment retrieval
4. Direction of EMS to the scene

Activating the Emergency Medical System

Making the Call:
911 (all emergencies)

Providing Information:

- name, address, telephone number of caller
- nature of emergency (medical or non-medical*)
- number of athletes
- age of athletes
- condition of athlete(s)
- first aid treatment initiated
- specific directions as needed to locate the emergency scene
- additional information requested by dispatcher

Cardiorespiratory, Medical and/or Orthopedic Emergency occurring at a HOME practice session/competition
1. Towson High School certified athletic trainer and other appropriate personnel will go onto the field/court to evaluate the student-athlete, administer basic life support (BLS), and stabilize the student-athlete until EMS arrives.
   - If the injury is a suspected football cervical spine injury, in-line head and shoulder stabilization will be maintained by Towson High School certified athletic trainer while the facemask and/or helmet and shoulder pads are removed as indicated using standard protocols at discretion of the athletic trainer.
   - If the injury is a suspected non-football cervical spine injury, in-line head and shoulder stabilization will be maintained by Towson High School certified athletic trainer as per standard protocol
   - If the injury is a suspected cardio-respiratory emergency, Towson High School emergency personnel will retrieve, set-up, and use Automated External Defibrillator as per State of Maryland protocols.

2. Towson High School athletic trainer, a member of the coaching staff, administrator, and/or other personnel will immediately use the closet available device to call EMS and direct them to the appropriate location. Once EMS is confirmed on their way, a member of the coaching staff, administrator, and/or other personnel will call the emergency contact of the student-athlete.

3. After activating EMS, the designated individual should retrieve the nearest AED and bring it to the emergency location (if applicable) – Diagram of AED locations on page--
   - Aigburth Lobby/ Auditorium Entrance
   - Hallway adjacent to Gymnasium/Trophy Case
   - In concession stand of the stadium

4. Designated member of Towson High School emergency team, members of the coaching staff, and/or other available personnel will proceed to pre-determined locations to wait for, EMS direct them to proper location, and guide them onto the field/court.

5. Remaining persons will assist with crowd control and securing and unobstructed a safe passageway for EMS personnel.

6. A member of the coaching staff, available administrator, parent/legal guardian will accompany the injured student-athlete to the medical facility with the injured student-athletes emergency medical information.
   - Once at medical facility, the designated individual will call back Towson High School’s certified athletic trainer’s cellular phone with any medical updates.

7. If the AED unit is used-
   a) Contact Registered Nurse/ AED Coordinator at (443) 809-4261 to notify her of the emergency situation and AED use.
   b) The AED should be turned off unless it is immediately needed for an additional incident and should be delivered to the school nurse in Towson High School’s Nurses Station.
**Emergency Personnel:** (1) Licensed - Certified Athletic Trainer present on home sideline if said game on campus is at highest risk according to NATA injury surveillance study

**Emergency Communication:** All emergency essential personnel on campus carry handheld radio transceivers (Channel 1) in addition to mobile devices

- Licensed - Certified Athletic Trainer: **Dominic Costabile 443-809-4296**
- Athletic Director: **Justin Nash 443-809-4296**

**Emergency Equipment:** First aid supplies, splints on site. Crutches and additional equipment located in Athletic Training Room. Most accessible AED listed below:

- **Automated External Defibrillator (AED):** **Concession stands of stadium**

**Roles of Licensed - Certified Athletic Trainer (ATC)**

- Preventative care for all student-athletes (includes evaluation, consultation, taping, and use of therapeutic modalities such as cold therapy)
- Immediate evaluation and care of the more seriously-injured or ill student-athletes;
- Activation of emergency medical system (EMS);
  - 911 call (provide name, address, telephone number; number of individuals injured; age of injured individuals; condition of injured; first aid treatment; specific directions; other information as requested);
- Return to play decision-making on the injured student-athlete;
- Physician referral of the injured student-athlete
- Contacting the parent(s) of the injured student-athlete;

**Roles of Administration Staff/Coaches**

- Emergency equipment retrieval (at request of ATC)
- Assist Certified Athletic Trainer, as needed and requested
- Direct EMS personnel (ambulance) to scene
- Unlock and open bar gate between school and practice fields
- Designate individual to “flag down” EMS and direct to scene
- Scene control: limit scene to sports medicine personnel and move bystanders (including players) away from area.
- Ensure parking lot is clear and accessible to emergency personnel (watch parking lot)

**Primary Venue Directions:**

Heading North on York Road, Make RIGHT on Aigburth Rd heading East. Proceed 0.4 miles make immediate RIGHT onto unmarked gravel access road (across from Donnybrook Lane). Proceed down gravel road to Stadium Field.

**Venue Map:**
Emergency Personnel: (1) Licensed - Certified Athletic Trainer present on sideline if said game on campus is at highest risk according to NATA injury surveillance study

Emergency Communication: All emergency essential personnel on campus carry handheld radio transceivers (Channel 1) in addition to mobile devices

- Licensed - Certified Athletic Trainer: TBD
- Athletic Director: Justin Nash 443-809-4296

Emergency Equipment: First aid supplies, splints on site. Crutches and additional equipment located in Athletic Training Room. Most accessible AED listed below:

- Automated External Defibrillator (AED): Concession stands of stadium

Roles of Licensed -Certified Athletic Trainer (ATC)
- Preventative care for all student-athletes (includes evaluation, consultation, taping, and use of therapeutic modalities such as cold therapy)
- Immediate evaluation and care of the more seriously-injured or ill student-athletes;
- Activation of emergency medical system (EMS);
  - 911 call (provide name, address, telephone number; number of individuals injured; age of injured individuals; condition of injured; first aid treatment; specific directions; other information as requested);
- Return to play decision-making on the injured student-athlete;
- Physician referral of the injured student-athlete
- Contacting the parent(s) of the injured student-athlete

Roles of Administration Staff/Coaches
- Emergency equipment retrieval (at request of ATC)
- Assist Certified Athletic Trainer, as needed and requested
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- Unlock and open bar gate between school and practice fields
- Designate individual to “flag down” EMS and direct to scene
- Scene control: limit scene to sports medicine personnel and move bystanders (including players) away from area.
- Ensure parking lot is clear and accessible to emergency personnel (watch parking lot)

Primary Venue Directions:
Heading North on York Road, Make RIGHT on Aigburth Rd heading East. Proceed 0.4 miles make immediate RIGHT onto unmarked gravel access road (across from Donnybrook Lane). Proceed down gravel road to Stadium Field.
Emergency Personnel: (1) Licensed - Certified Athletic Trainer present on sideline if said game on campus is at highest risk according to NATA injury surveillance study

Emergency Communication: All emergency essential personnel on campus carry handheld radio transceivers (Channel 1) in addition to mobile devices

- Licensed - Certified Athletic Trainer: TBD
- Athletic Director: Justin Nash 443-809-4296

Emergency Equipment: First aid supplies, splints on site. Crutches and additional equipment located in Athletic Training Room. Most accessible AED listed below:

- Automated External Defibrillator (AED): Concession stand in stadium

Roles of Licensed -Certified Athletic Trainer (ATC)
- Preventative care for all student-athletes (includes evaluation, consultation, taping, and use of therapeutic modalities such as cold therapy)
- Immediate evaluation and care of the more seriously-injured or ill student-athletes;
- Activation of emergency medical system (EMS);
  - 911 call (provide name, address, telephone number; number of individuals injured; age of individuals; condition of injured; first aid treatment; specific directions; other information as requested;
- Return to play decision-making on the injured student-athlete;
- Physician referral of the injured student-athlete
- Contacting the parent(s) of the injured student-athlete;

Roles of Administration Staff/Coaches
- Emergency equipment retrieval (at request of ATC)
- Assist Certified Athletic Trainer, as needed and requested
- Direct EMS personnel (ambulance) to scene
- Unlock and open bar gate between school and practice fields
- Designate individual to “flag down” EMS and direct to scene
- Scene control: limit scene to sports medicine personnel and move bystanders (including players) away from area.
- Ensure parking lot is clear and accessible to emergency personnel (watch parking lot)

Primary Venue Directions:
Heading North on York Road, Make RIGHT on Aigburth Rd heading East. Proceed 0.3 miles make RIGHT into Towson High School student parking lot.
Emergency Personnel: (1) Licensed - Certified Athletic Trainer present on sideline if said game on campus is at highest risk according to NATA injury surveillance study

Emergency Communication: All emergency essential personnel on campus carry handheld radio transceivers (Channel 1) in addition to mobile devices

- Licensed - Certified Athletic Trainer: TBD
- Athletic Director: Justin Nash 443-809-4296

Emergency Equipment: First aid supplies, splints on site. Crutches and additional equipment located in Athletic Training Room. Most accessible AED listed below:

- Automated External Defibrillator (AED): Concession stands of stadium

Roles of Licensed - Certified Athletic Trainer (ATC)

- Preventative care for all student-athletes (includes evaluation, consultation, taping, and use of therapeutic modalities such as cold therapy)
- Immediate evaluation and care of the more seriously-injured or ill student-athletes;
- Activation of emergency medical system (EMS);
  - 911 call (provide name, address, telephone number; number of individuals injured; age of individuals; condition of injured; first aid treatment; specific directions; other information as requested;
- Return to play decision-making on the injured student-athlete;
- Physician referral of the injured student-athlete
- Contacting the parent(s) of the injured student-athlete;

Roles of Administration Staff/Coaches

- Emergency equipment retrieval (at request of ATC)
- Assist Certified Athletic Trainer, as needed and requested
- Direct EMS personnel (ambulance) to scene
- Unlock and open bar gate between school and practice fields
- designate individual to “flag down” EMS and direct to scene
- Scene control: limit scene to sports medicine personnel and move bystanders (including players) away from area.
- Ensure parking lot is clear and accessible to emergency personnel (watch parking lot)

**Primary Venue Directions:**

Heading North on York Road, Make RIGHT on Aigburth Rd heading East. Proceed 0.3 miles make RIGHT into Towson High School student parking lot.

**Venue Map:**
Emergency Personnel: (1) Licensed - Certified Athletic Trainer present on sideline if said game on campus is at highest risk according to NATA injury surveillance study.

Emergency Communication: All emergency essential personnel on campus carry handheld radio transceivers (Channel 1) in addition to mobile devices.

- Licensed - Certified Athletic Trainer: **TBD**
- Athletic Director: **Justin Nash 443-809-4296**

Emergency Equipment: First aid supplies, splints on site. Crutches and additional equipment located in Athletic Training Room. Most accessible AED listed below:

- **Automated External Defibrillator (AED): Aigburth Lobby/ Auditorium Entrance**

Roles of Licensed -Certified Athletic Trainer (ATC)

- Preventative care for all student-athletes (includes evaluation, consultation, taping, and use of therapeutic modalities such as cold therapy)
- Immediate evaluation and care of the more seriously-injured or ill student-athletes;
- Activation of emergency medical system (EMS);
  - 911 call (provide name, address, telephone number; number of individuals injured; age of individuals; condition of injured; first aid treatment; specific directions; other information as requested);
- Return to play decision-making on the injured student-athlete;
- Physician referral of the injured student-athlete
- Contacting the parent(s) of the injured student-athlete;

Roles of Administration Staff/Coaches
- Emergency equipment retrieval (at request of ATC)
- Assist Certified Athletic Trainer, as needed and requested
- Direct EMS personnel (ambulance) to scene
- Unlock and open bar gate between school and practice fields
- Designate individual to “flag down” EMS and direct to scene
- Scene control: limit scene to sports medicine personnel and move bystanders (including players) away from area.
- Ensure parking lot is clear and accessible to emergency personnel (watch parking lot)

**Primary Venue Directions:**

Heading North on York Road, Make RIGHT onto Hillside Avenue heading East. Continue straight through intersection at Cedar Avenue into Towson High School Faculty/Staff parking lot. Take access road on RIGHT and follow behind school to soccer practice fields.

**Venue Map:**
Emergency Personnel: (1) Licensed - Certified Athletic Trainer present on sideline if said game on campus is at highest risk according to NATA injury surveillance study.

Emergency Communication: All emergency essential personnel on campus carry handheld radio transceivers (Channel 1) in addition to mobile devices.

- Licensed - Certified Athletic Trainer: TBD
- Athletic Director: Justin Nash 443-809-4296

Emergency Equipment: First aid supplies, crutches and additional equipment located in Athletic Training Room. Most accessible AED listed below:

- Automated External Defibrillator (AED): Concession stands of stadium

Roles of Licensed - Certified Athletic Trainer (ATC)

- Preventive care for all student-athletes (includes evaluation, consultation, taping, and use of therapeutic modalities such as cold therapy)
- Immediate evaluation and care of the more seriously-injured or ill student-athletes;
- Activation of emergency medical system (EMS);
  - 911 call (provide name, address, telephone number; number of individuals injured; age of individuals; condition of injured; first aid treatment; specific directions; other information as requested);
- Return to play decision-making on the injured student-athlete;
- Physician referral of the injured student-athlete
- Contacting the parent(s) of the injured student-athlete;

Roles of Administration Staff/Coaches

- Emergency equipment retrieval (at request of ATC)
• Assist Certified Athletic Trainer, as needed and requested
• Direct EMS personnel (ambulance) to scene
• Unlock and open bar gate between school and practice fields
• Designate individual to “flag down” EMS and direct to scene
• Scene control: limit scene to sports medicine personnel and move bystanders (including players) away from area.
• Ensure parking lot is clear and accessible to emergency personnel (watch parking lot)

Primary Venue Directions:

Heading North on York Road, Make RIGHT on Aigburth Rd heading East. Proceed 0.3 miles make RIGHT into Towson High School student parking lot. Proceed to Southeast corner of parking lot to field access ramp and continue over to Baseball field.

Venue Map:
**Emergency Personnel:** (1) Licensed - Certified Athletic Trainer present at Home Cross Country Meets

**Emergency Communication:** All emergency essential personnel on campus carry handheld radio transceivers (Channel 1) in addition to mobile devices

- Licensed - Certified Athletic Trainer: **TBD**
- Athletic Director: **Justin Nash 443-809-4296**

**Emergency Equipment:** First aid supplies. Crutches and additional equipment located in Athletic Training Room. Most accessible AED listed below:

- **Automated External Defibrillator (AED): Concession stand of stadium**

**Roles of Licensed -Certified Athletic Trainer (ATC)**

- Preventative care for all student-athletes (includes evaluation, consultation, taping, and use of therapeutic modalities such as cold therapy)
- Immediate evaluation and care of the more seriously-injured or ill student-athletes;
- Activation of emergency medical system (EMS);
  - 911 call (provide name, address, telephone number; number of individuals injured; age of individuals; condition of injured; first aid treatment; specific directions; other information as requested);
- Return to play decision-making on the injured student-athlete;
- Physician referral of the injured student-athlete
- Contacting the parent(s) of the injured student-athlete;

Roles of Administration Staff/Coaches
- Emergency equipment retrieval (at request of ATC)
- Assist Certified Athletic Trainer, as needed and requested
- Direct EMS personnel (ambulance) to scene
- Unlock and open bar gate between school and practice fields
- Designate individual to “flag down” EMS and direct to scene
- Scene control: limit scene to sports medicine personnel and move bystanders (including players) away from area.
- Ensure parking lot is clear and accessible to emergency personnel (watch parking lot)

Primary Venue Directions:
- Due to the vast size of the cross country course emergency personnel may be needed at various locations on campus. The exact location of the emergency will be determined and communicated by the individual initiating the emergency action plan.

Towson High School Emergency Action Plan
Gymnasium

Emergency Personnel: (1) Licensed - Certified Athletic Trainer present on home sideline if said game on campus is at highest risk according to NATA injury surveillance study

Emergency Communication: All emergency essential personnel on campus carry handheld radio transceivers (Channel 1) in addition to mobile devices

- Licensed - Certified Athletic Trainer: TBD
- Athletic Director: Justin Nash 443-809-4296

Emergency Equipment: First aid supplies .Crutches and additional equipment located in Athletic Training Room. Most accessible AED listed below:

- Automated External Defibrillator (AED): Hallway adjacent to Gymnasium/Trophy Case

Roles of Licensed -Certified Athletic Trainer (ATC)
- Preventative care for all student-athletes (includes evaluation, consultation, taping, and use of therapeutic modalities such as cold therapy)
- Immediate evaluation and care of the more seriously-injured or ill student-athletes;
- Activation of emergency medical system (EMS);
911 call (provide name, address, telephone number; number of individuals injured; age of individuals; condition of injured; first aid treatment; specific directions; other information as requested;

- Return to play decision-making on the injured student-athlete;
- Physician referral of the injured student-athlete
- Contacting the parent(s) of the injured student-athlete;

Roles of Administration Staff/Coaches
- Emergency equipment retrieval (at request of ATC)
- Assist Certified Athletic Trainer, as needed and requested
- Direct EMS personnel (ambulance) to scene
- Unlock and open bar gate between school and practice fields
- Designate individual to “flag down” EMS and direct to scene
- Scene control: limit scene to sports medicine personnel and move bystanders (including players) away from area.
- Ensure parking lot is clear and accessible to emergency personnel (watch parking lot)

Primary Venue Directions:
Heading North on York Road, Make RIGHT on Hillside Avenue heading East. Continue straight through intersection at Cedar Avenue into Towson High School Faculty/Staff parking lot. Enter school through Main Entrance and proceed towards school Gymnasium.

Venue Map:
Emergency Personnel: (1) Licensed - Certified Athletic Trainer present on campus

Emergency Communication: All emergency essential personnel on campus carry handheld radio transceivers (Channel 1) in addition to mobile devices

- Licensed - Certified Athletic Trainer: TBD
- Athletic Director: Justin Nash 443-809-4296

Emergency Equipment: First aid supplies. Crutches and additional equipment located in Athletic Training Room. Most accessible AED listed below:

- Automated External Defibrillator (AED): Aigburth Lobby/ Auditorium Entrance

Roles of Licensed -Certified Athletic Trainer (ATC)

- Preventative care for all student-athletes (includes evaluation, consultation, taping, and use of therapeutic modalities such as cold therapy)
- Immediate evaluation and care of the more seriously-injured or ill student-athletes;
- Activation of emergency medical system (EMS);
  - 911 call (provide name, address, telephone number; number of individuals injured; age of individuals; condition of injured; first aid treatment; specific directions; other information as requested);
- Return to play decision-making on the injured student-athlete;
- Physician referral of the injured student-athlete
- Contacting the parent(s) of the injured student-athlete;

**Roles of Administration Staff/Coaches**
- Emergency equipment retrieval (at request of ATC)
- Assist Certified Athletic Trainer, as needed and requested
- Direct EMS personnel (ambulance) to scene
- Unlock and open bar gate between school and practice fields
- Designate individual to “flag down” EMS and direct to scene
- Scene control: limit scene to sports medicine personnel and move bystanders (including players) away from area.
- Ensure parking lot is clear and accessible to emergency personnel (watch parking lot)

**Primary Venue Directions:**
Heading North on York Road, Make RIGHT on Hillside Avenue heading East. Continue straight through intersection at Cedar Avenue into Towson High School Faculty/Staff parking lot. Enter school through Main Entrance and proceed towards school Gymnasium. Enter doors at East end of Gymnasium and make immediate right through single door into activity room.

**Venue Map:**
Towson Sports Medicine
8/12/2022

PART II:
ATHLETIC TRAINING ROOM POLICY AND PROCEDURES
The Role of the Athletic Trainers

Certified by the National Athletic Trainers Association (NATA), an athletic trainer (ATC) is a member of the allied health community whose role is to care for and help prevent athletic-related injuries. The priority of these athletic trainers is to provide on-site care for football, wrestling, basketball, and lacrosse practices and contests. Because of limitations, there may or may not be an athletic trainer available for other sports contests. In any case, all other sports’ athletes are welcome to utilize athletic training services at the school during posted athletic training room hours. If any athlete is injured during athletic participation, he/she needs to be evaluated by the athletic trainer. Services in the athletic training room are rendered on a first-come-first-serve basis.

Athletic Training Room Hours

On most school days, there will be an athletic trainer available M-F from 1:30-5:30 P.M. The Athletic Training Room is located in room #256. It is located on the second floor adjacent to the music rooms and gymnasium, directly above the Aigburth lobby. The athletic training room hours may vary game days and non-school days, such as winter break, spring break, holidays, and pre-season practices in August. If coaches schedule practice times other than during these times, it is up to those coaches to alert the ATC and arrange for the athletic training room to be available to athletes.

Student athletes currently participating in a sport will be seen on a first come, first served basis. Some exceptions will apply, such as athletes who need to leave to ride a bus for practice or competition, medical emergencies, etc. Athletes who are out-of-season may need to wait until after in-season athletes are prepared for practices/games for the services of the athletic training staff.

Athletic Training Room Rules:

1. All student athletes in need treatment/rehabilitation/taping must report to the athletic training room immediately after school
2. All student athletes must sign-in prior to receiving athletic training room services. Athletes will be seen on a first come first serve basis at the discretion of the Athletic Trainer.
3. Supplies are not to be removed from the athletic training room without permission from the athletic trainer (i.e. tape, pre-wrap, scissors, etc…)
4. Respect all persons in the athletic training room
5. No swearing, yelling, arguing or unpleasant gestures
6. Cleats are not permitted in the building and the athletic training room.
7. No shoes on treatment tables
8. Food and tobacco products are not permitted
9. No horseplay
10. The athletic trainer reserves the right to refuse treatment to any student athlete due to non-compliance or disrespectful behavior/attitude
Reporting Injuries to the Athletic Trainer after Hours

If an athlete is injured and an athletic trainer is not available at the time, the coach should have the injured athlete report to the athletic training room the next day at 2:30 P.M (school day). The coach and/or athlete should also call the athletic trainer to alert them to the injury. If the injury is serious, coaches should send the athlete immediately to a physician. All injuries sustained by Towson High School athletes and subsequent evaluations and treatments rendered by Towson High School’s athletic trainer must be documented. Athletes are responsible for signing in daily before getting treatment. All physician release forms must go to the school nurse, athletic director and athletic trainer.

Athletic Trainer Priorities

A certified athletic trainer will be at as many athletic practices and games as possible. Event coverage adheres to NATA injury surveillance studies. A certified athletic trainer will provide coverage for the following home athletic events:

<table>
<thead>
<tr>
<th>FALL:</th>
<th>WINTER:</th>
<th>SPRING:</th>
</tr>
</thead>
<tbody>
<tr>
<td>5. Varsity and JV Field Hockey</td>
<td></td>
<td>5. Track &amp; Field</td>
</tr>
<tr>
<td>6. Cross Country</td>
<td></td>
<td>6. Tennis</td>
</tr>
<tr>
<td>7. Volleyball</td>
<td></td>
<td>7. Allied Softball</td>
</tr>
<tr>
<td>8. Badminton</td>
<td></td>
<td></td>
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<tr>
<td>9. Allied Soccer</td>
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Taping & Treatments

The Towson High School athletic trainer will only tape athletes who are recognized as having orthopaedic issues. Preventative taping will be performed as long as the athlete comes everyday. Athletes will not be taped just for game days. If an athlete needs to be taped, it will be because the certified athletic trainer has first assessed the athlete and decided upon the need. Sore ankles are not necessarily unstable ankles. Coaches, please don’t send athletes in to get taped. Taping will be on a first come, first serve order, regardless of gender or sport. In-season sports will receive priority. Arrive early before practice. It will be the athlete’s responsibility to get to practice on time. Athletes should not use the athletic trainers as an excuse for late arrival to practice.

Ankle braces and Protective equipment

Athletes are expected to provide their own ankle braces, knee braces, and other protective equipment. The athletic trainer may occasionally have sample or overstocked protective equipment to give to athletes, but purchase of these items is not through the school’s athletic budget. Often an
athlete’s physician will prescribe a brace or other protective equipment. The cost of prescribed protective equipment may be covered by the athlete’s health insurance.

**Prescription and Over-the-Counter Medications**

Under Baltimore County policy, coaches cannot give medications to students. This includes common over-the-counter medications. If a student athlete has prescription or over-the-counter medication that they may need or take during athletic participation they should make the coaching staff aware of the situation so they can be given a “Parent’s Request to Administer Medication In School” form. Students may not carry with them or use any medication, including over-the-counter medications, until the form is filled out completed, signed by a parent and the prescriber and given to the nurse. Student athletes should not store their medication in the team’s first-aid kit. The only exceptions are inhalers or Epi-pens for emergency situations.

**Pre-Participation Physical Examination and Health Forms**

State regulations require a physical examination of students prior to participation in interscholastic sports, with no exception. Student athletes may not participate in any athletic activity until all paperwork is completed. Both sides of the form must be completed, dated and signed by both the parent/guardian and the physician. A physical is valid for one (1) calendar year after the date it is signed.

- **BCPS Pre-participation Physical Evaluation Form**
- **BCPS Athletic Permit Form**
- **Insurance Information**

**Physician Referral:**

Should an injury or illness warrant additional treatment and care, the athletic trainer at Towson High School can assist in the referral process. In most cases, when the Towson High School athletic trainer calls the orthopaedic physician directly, the athlete will be seen by that doctor within one to three days. Any athlete who sees a physician for an injury sustained while participating in a sport or activity at Towson High School must present a signed physician release form to the school nurse, athletic director, and athletic trainer. Any athlete who does not present a physician release should not be allowed to resume practice or participate in games.

**Getting Hurt on the Field**

If an athlete is injured on the field and there is suspicion of a head or neck injury, no matter what type, **he/she should never be moved.** If the injured athlete has a head or spinal injury and is moved, the vertebrae can shift and severe the spinal cord. A severed spinal cord can mean permanent paralysis for that athlete. Thus, you should **never move an injured athlete!** In the case of home football, wrestling, basketball, and lacrosse games, an athletic trainer will always be present. At other sporting events, however, it will be necessary for the coach to evaluate the injury and use a "common sense" approach to whether or not it will be necessary to call for an ambulance.
When in doubt, dial 9-1-1.

**Other Injury Management**

In the event that an athlete sustains an injury, it is his/her responsibility to contact the athletic trainer immediately after that injury is sustained. The athletic trainer will then evaluate the injury at the earliest possible time and give treatment instructions to the athlete. In the event that a Physician referral is necessary, the athletic trainer at Towson High School will refer the athlete to the preferred physician of the athlete's parents. If a physician referral is necessary, the athletic trainers will then follow that physician's instructions for treatment and rehabilitation. If the athlete is injured enough that he/she can not participate in practice or games, the athletic trainers will let the coaches know. In most cases, please note that the coaches still want the injured athletes to attend practice as an observer. If the athletic trainers are treating an athlete for an injury (i.e., sprained ankle gets rehabilitation and cold treatments), it is that athlete's responsibility to show up at the designated time daily to receive those treatments.

**Concussion Evaluation and Treatment Protocol:**
Towson Sports Medicine Certified Athletic Trainers developed a protocol for the evaluation and treatment of sport related concussions/ Mild Traumatic Brain Injury. See Appendix A

**Coaches Injury Status Update:**

Athletes who are evaluated by the Towson High School athletic trainer for an injury will be given a Coaches Injury Status Update which details the athlete's injury, and status as it pertains to the level in which they are able to participate that day. Any questions regarding an athlete's status should be directed to the Certified Athletic Trainer.

**Sports Medicine Forms**

Before any treatment can be provided, the athlete must have his/her parent sign and return the Sports Medicine form which authorizes the Certified Athletic Trainers to render care. These forms are given to each athlete at the beginning of their first sport season of the year and must be returned before the athlete will be allowed to travel. The form also authorizes emergency consent to treat in the event a parent or guardian cannot be reached.

**Coaching First Aid & CPR Training**

In accordance with Baltimore County Public Schools Department of Athletics all coaches are required to take the Athletic Injuries / Care and Prevention course. This course outlines athletic related injuries and will certify in Adult/Child/Infant CPR and AED from the American Heart Association. Upon
completion of this course all coaches are expected to act prudent and provide a level of care consistent with their training.

**Team First Aid Kits for Coaches**

Coaches may pick up a first aid kit from the athletic director’s office at the start of their season. *These first aid kits must be returned at the end of the season.* First aid supplies will be replenished in the first aid kits at the coaches’ request. If a coach prefers to use their own first aid kit, supplies (tape, bandages, gloves, etc) will be supplied at the coaches’ request.

**Athletic Training Students**

Towson Sports Medicine, in conjunction with Towson University’s Athletic Training Program has added Towson High School as a clinical rotation site for undergraduate athletic training students. This is a unique opportunity which will expose athletic training students to the high school setting.

By law, all athletic training students must be directly supervised at all times (within sight and sound). Athletic training students can provide taping services and basic first aid. Never can an athletic training student make return to play decisions involving an orthopaedic or head-injured athlete.

**Injury Privacy and the Law**

The Health Insurance Portability and Accountability Act (HIPAA) prohibits any dissemination of medical information to non-authorized parties. Administrators, coaches, and sports medicine personnel should never release any information about an athlete’s injury or condition to any person without expressed consent of the athlete’s parent.
Appendix A:

**Concussion Evaluation and Management Protocol**  
*Towson Sports Medicine*  
*2010*

Towson Sports Medicine Athletic Trainers will adhere to the following guidelines regarding Concussion evaluation and management.

**Concussion Management Plan for TSM Athletic Trainers**

Schools should have concussion management plan on file such that a student-athlete who exhibits signs, symptoms, or behaviors consistent with a concussion shall be removed from practice or competition and evaluated by a certified athletic trainer with experience in the evaluation and management of concussion. Student Athletes diagnosed with a concussion shall not return to activity for the remainder of that day. Medical Clearance shall be determined by the school/team physician.

**Portions on the above statement were taken from the NCAA concussion management statement.**

**Table 1. Post Concussion Signs/Symptoms Checklist**

<table>
<thead>
<tr>
<th>Depression</th>
<th>Nausea</th>
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<tbody>
<tr>
<td>Dinged</td>
<td>Nervousness</td>
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<tr>
<td>Dizziness</td>
<td>Numbness/tingling</td>
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<tr>
<td>Drowsiness</td>
<td>Poor balance</td>
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<tr>
<td>Excessive sleep</td>
<td>Poor concentration</td>
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<tr>
<td>Fatigue</td>
<td>Ringing in the ears</td>
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<tr>
<td>Feeling “in a fog”</td>
<td>Sadness</td>
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<tr>
<td>Feeling “slowed down”</td>
<td>Sensitivity to light</td>
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<tr>
<td>Headache</td>
<td>Sensitivity to noise</td>
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<tr>
<td>Irritability</td>
<td>Trouble falling asleep</td>
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<tr>
<td>Loss of consciousness</td>
<td>Vacant stare/glassy eyed</td>
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<tr>
<td>Memory problems</td>
<td>Vomiting</td>
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</tbody>
</table>

If an athlete exhibits any sign or symptoms of a concussion after sustaining a direct or indirect blow to the head or face, the athlete must be removed from participation and evaluated by the Certified Athletic Trainer (ATC). If the ATC determines the athlete has a concussion, participation will be denied for the remainder of that day.

If the injury occurs at an away game, the athlete will be removed from competition until he or she can be evaluated by the athletic trainer at that site. That athletic trainer will have the final decision regarding the athlete’s immediate care. Upon return to the School, the coach will notify the athletic trainer of the injury, and the athletic trainer will follow up with the athlete. The athlete can not return to participation until evaluated by ATC.

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If a young athlete returns to play prior to complete resolution of concussive symptoms, a second head injury can result in rapid fatal swelling of the brain. This rapid swelling is referred to as Second Impact Syndrome.

**Evaluation Guidelines**

Any athlete who is suspected to have a head injury will be evaluated by a certified athletic trainer for some or all of the following:

- **Mechanism of Injury**
- **Level of consciousness**
- **Rule out Cervical Spine Injury**
- **Emotional State**
- **Symptoms**
  - Headache
  - Nausea
  - Dizziness
  - Tinnitus
  - Vision Problems
  - Nausea
  - Drowsiness
  - Memory (antegrade, retrograde amnesia)
- **Eye Signs**
  - PERRLA (Pupils Equal Round Reactive to Light and Accommodation)
  - Visual Acuity
  - Tracking
- **Balance/Coordination**
- **Analytical Evaluation** (Months of year in reverse, count down from 100 by 7’s)
- **Muscle Strength**
- **Neurological**
  - Cranial Nerves
  - Upper Quarter, Lower Quarter Screen (Dermatomes, Myotomes, Reflexes)

If the athlete is suspected of having a concussion the athletic trainer will contact the parent or guardian of the student athlete regarding the injury. The athletic trainer will also explain what a concussion is and how to manage the athlete’s symptoms in the days following the injury. The athletic trainer will also explain the school’s policy and procedure for return to play after a head injury. The athletic trainer will send home paperwork describing the injury and appropriate treatment and care that the student’s family can do at home.

Athlete will be instructed to follow-up with athletic trainer each day. The school nurse and/ or athletic director will also be notified of injury so that they may follow the student athlete’s recovery while in school. If teachers or school nurse notice any unusual behavior in the student, he or she will contact the athletic trainer.
Referral Guidelines
If concussive signs and symptoms persist, or increase in intensity or number, referral to a physician may be necessary. Once athlete is referred, written notice will be needed by athletic trainer and school nurse to return to activity.

Return to Activity Guidelines
Athlete must be sign/symptom free for at least 24 hours off medications before beginning return to activity protocol. Athlete will be given symptom score sheet to fill out. Symptom score sheet asks student athlete to evaluate their symptoms compared to pre-injury. Once student athlete has scores that are consistent with pre-injury evaluation, they may begin a 5 step return to play protocol.

Return to Activity Protocol
The return to activity following a concussion follows a stepwise process:
1. No activity, complete rest
2. Light aerobic exercise such as walking or stationary cycling, no resistance training.
3. Sport Specific exercise (e.g. Skating in hockey, running in soccer) progressive addition of resistance training at steps 3 or 4.
4. Non-contact training drills
5. Full contact training after medical clearance
6. Game play
The student athlete should continue to progress to the next level if asymptomatic at current level. If any post concussion symptoms occur, the patient should drop back to the previous asymptomatic level and try to progress again after 24 hours.
Appendix B:

**Heat Stroke/Illness Protocol**

2019

Exertional heat illness can vary from exercise associated muscle cramps to exertional heat stroke. In cases of exertional heat illness, a timely evaluation and implementation of treatment can drastically improve survivability.

Symptoms for heat illness include: Raised body temperature, profuse sweating, dizziness, lightheadedness, altered mental status

When an athlete is experiencing heat illness related symptoms, they will be removed from play until symptoms subside. If the symptoms do not subside, their oral temperature will be taken in order to help determine the severity of the heat illness. If their body temperature is high, they will be given ice and instructed to hydrate. They will be brought to a shaded area if available. Although rectal temperature is considered more accurate, rectal temperature measurements are not permitted due to current Baltimore County Public School System policy. In order to properly monitor temperature, the licensed-certified athletic trainer will use both oral and axillary temperature measurements.

If the heat illness progresses into exertional heat stroke the TACO (Tarp Assisted Cooling Oscillation) method will be used to rapidly cool the athlete. At this moment, EMS will be called. The athlete will be cooled until their body temperature drops below 102 degrees and EMS arrives. The licensed-certified athletic trainer will be to the side of the athlete and will be monitoring vitals. A coach will assist in supporting and monitoring the temperature. 1-2 coaches will stand to the side of the athlete and oscillate the tarp.

Weather conditions will be monitored daily by the licensed-certified athletic trainer and athletic director. The county guidelines for modified practice will be followed as permitted.
**Heat Index Chart and Recommendations for BCPS Athletics**

**NOAA's National Weather Service**

**Heat Index**
Temperature (°F)

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<th>Relative Humidity (%)</th>
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<th>84</th>
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**Likelihood of Heat Disorders with Prolonged Exposure or Strenuous Activity**

- Caution
- Extreme Caution
- Danger
- Extreme Danger

**Code Gold - Heat Index Under 95°**
Provide ample water. Water is always and athletes should have unrestricted access. Optional water breaks every 30 minutes for 10 minute time frames. Ice-down tub and towels are available. Athletes should be monitored carefully. Re-check heat index every 30 minutes.

**Code Orange - Heat Index from 95° to 104°**
Provide ample water. Water is always and athletes should have unrestricted access. Mandatory water breaks every 30 minutes for 10 minute time frames. Ice-down tub and towels are available. Reduce time outside or move indoors to air conditioning if possible. Athletes should be monitored carefully. Re-check heat index every 30 minutes.

**Code Red - Heat Index from 105° and Above**
Stop all outside activity including practice or play. Stop all indoor activity if air conditioning is not available and the heat index indoors is 105° or greater. Re-check heat index every 30 minutes.

*Athletic Directors and Athletic Trainers should use best judgement when making the call. The Athletic Director with consultation from the Athletic Trainer will make the call regarding the heat code based on the Wet Bulb Globe Thermometer (WBGT) reading at the hottest field. In lieu of the Athletic Director being present, the Athletic Trainer has the final say on the field. The Office of Athletics may determine the code for the system.*
Appendix C:

**Diabetes Care Plan**

2019

Diabetes management and care is focused on maintaining a proper level of blood glucose and blood pressure to ensure the well-being of the athlete. Each athlete with diabetes should have a personal plan in place, and the proper equipment needed to assess their condition. Both type 1 and type 2 diabetes should be listed on the athlete’s physical form.

In a diabetic emergency, the licensed-certified athletic trainer will evaluate and use the equipment as provided. The athlete should bring a blood glucose meter, testing strips, spare batteries, sugary foods/snacks, a glucagon injection, and insulin per recommendation and prescription of their primary care physician.

The evaluation for a diabetic athlete will begin with a symptom evaluation. Symptoms for a hyperglycemic or hypoglycemic episode include but are not limited to: extreme thirst, extreme hunger, visual disturbances, fatigue, frequent urination, excessive sweating, nervousness, trembling, dizziness, lightheadedness, sluggishness, and inattentiveness. It is important to rule out other diagnoses and injuries when evaluating a diabetic athlete. If a diabetic episode is suspected, the athlete’s blood glucose level will be assessed with a blood glucose meter and testing strips. A reading of blood sugar under 70 mg/dl will be considered hypoglycemia and over 180 mg/dl will be considered hyperglycemia. Either hyperglycemia or hypoglycemia results in the athlete being held out of participation until symptoms resolve and readings return to normal. If symptoms do not lessen and readings worsen or fail to improve the athlete will be referred to the nearest emergency room.
Appendix D:

**Coronavirus Action Plan**

**2021**

In accordance with Baltimore County Public School System Department of Athletics, Towson High School will follow their approved corona virus action plan. The plan can be found at this link: [2020-21 Fall Sports Return to Play Plan.pdf](2020-21%20Fall%20Sports%20Return%20to%20Play%20Plan.pdf)

Towson High School will follow updates to this return to safe play action plan as they occur in real time.