Washburn University - Athletic Training Education Program

ATHLETIC TRAINING EMERGENCY PHONE CONTACTS
When emergency situations arise; prompt action must be taken!

Washburn University
Emergency Phone Numbers

Steve Ice, MS, LAT, ATC  785-670-1753
Head Athletic Trainer  785-608-4505

John Burns, MS, LAT, ATC  785-670-2155
AT Education Program Director  785-221-5004

Karen Garrison, MA, LAT, ATC  785-670-1461
Clinical Coordinator/Asst. Athletic Trainer  785-221-3755

Michael Ramirez, MS, LAT, ATC  785-670-2156 (WU)
Asst. Athletic Trainer  785-270-5065 (St. Francis)

WU Athletic Training Room  785-670-1729

WU Student Health
Shirley Dinkel, ARNP  785-670-1470

WU Team Physician
    Dr. Matt Bohm, MD  785-354-9591
    Dr. Michael Messmer, DO  785-286-4475

WU Team Orthopedic Surgeons  785-233-7491
Tallgrass Orthopedic and Sports Medicine
    Dr. Kenneth Gimple
    Dr. Michael Schmidt
    Dr. Ken Teter
    Dr. Craig Vosburgh
    Dr. Kurt Knappenger
    Dr. Mike Montgomery

St. Francis E.R.  785-295-8090  Stormont-Vail E.R.  785-354-6100
Tallgrass Immediate Care  785-234-2400  St. Francis Poison Control  785-295-8095
Emergency Action Plan

Facility: Washburn Rural High School
Address: 5900 SW 61st, Topeka, KS 66619

ATC Contact Information: Brad Parry, MS, ATC
Cell 785-640-0287
Office 785-339-4293
Home 785-478-4393.

Athletic Training Room Location:
Fall & Spring seasons the Athletic Training Room is located in the fieldhouse that sits north of the football field.
In the winter season the Athletic Training Room is located at the east end of the hallway which runs between gym B and gym A

EAP For both locations:
- **Call** 9-1-1 via cellular phone.
- **Instruct** emergency medical service (EMS) personnel to report to the specific sports venue at the facility listed above at the listed address. Tell the dispatch “we have an injured athlete in need of emergency medical treatment.”
  - Instruct EMS that they will be met by personnel outside the venue and given specific directions at that point.
- **Provide** necessary information to EMS personnel:
  - Name and phone number of caller
  - Number of victims/condition of victims & treatment initiated by care giver
  - Specific directions as needed to locate the scene
  - Any other information requested by the dispatcher
- **Provide** appropriate emergency care until arrival of EMS personnel. Upon arrival of EMS personnel, provide pertinent information (method of injury, vital signs, treatment rendered and medical history) and assist with emergency care as directed.
  - **Chain of Command** - The most qualified on-site caregiver is in charge of the situation and will direct the medical care for the athlete
    a) Present On-site Team Physician
    b) Certified Athletic Trainer (ATC)
    c) Other duly trained Allied Health Professional (RN, LPN, PT, PTA)
    d) Head Coach or Administrator in charge of athletic venue
    e) Athletic Training Student (ATS).
  - **Emergency Response: Check – Call – Care.** Offer immediate life sustaining treatment and head and neck stabilization, activate emergency medical system by calling for assistance, and continue to care for the injured athlete until EMS arrives.
    a) Acute care rendered by the most medically qualified on-site (i.e., Physician, Certified Athletic Trainer, coach in charge, or duly trained staff or student).
    b) Equipment retrieval by someone familiar with types and location of equipment (ATS, assistant coach, or manager).
    c) Activate Emergency Plan / Contact EMS (ATS, assistant coach or manager).
    d) Open gates and/or clearing of emergency path. (ATS, Asst. coach or Admin.).
    e) Direct EMS to scene (ATS, assistant coach or Admin.)
• **Emergency Equipment** - Check function of emergency equipment at beginning of each season
  a) Athlete's personal, emergency contact, and insurance information.
  b) List of emergency telephone numbers
  c) Automated External Defibrillator (AED)
     Location: *One is located in the ATR. It goes with the athletic trainer to all sporting events that he covers. Second one is located in the commons area just outside gym A. Additional AEDs are located: upstairs outside Alt. Education, in the main office and the west office. We also placed one in the softball storage area at the softball and baseball fields during the spring season.*
  d) Blood spill and disposal kit
     Location: *custodians office in the west hallway*
  Biohazard Container - *Athletic Training Room, nurses office*
  e) Splint kit (Vacuum, Air, Orthopedic, Traditional)- *Athletic Training Room, nurses office.*
  f) Crutches & Wheel Chair - *nurses office, west office, and in alternative education.*
  g) Equipment available on site in field kit/personal kits
     a. Penlight, Stethoscope and Sphygmomanometer
     b. Ambu-Bag-Valve-Mask / CPR shields / masks
     c. The athletic trainer has a gator available to help remove injured athletes from the field.

*Note: AT staff member and/or Athletic Training Students should:*
  • Accompany student-athlete to hospital with medical history and insurance information
  • Contact parents of injured person
  • Inform coaches and administration
  • Complete appropriate injury reports and/or incident reports
  • Rehearse annually and maintain current 1st Responder Certification.

**Important Emergency Phone Numbers:**

EMS – throughout Shawnee, County, Kansas  **9-1-1**

St. Francis E.R.  785-295-8090          Stormont-Vail E.R.  785-354-6100
St. Francis Poison Control 785-295-8095  Cotton-O'Neil Express Care 785-354-5225
Tallgrass Immediate Care  785-234-2400

WRHS - 785-339-4100
WRHS Security Office - 785-339-4109
WRHS Nurses Office - 785-339-4111
Washburn Rural Central Office - 785-339-4000
Washburn Rural Athletic Training Office (Fall & Spring Seasons) – 785-339-4293
Penny Lane, Athletic Director - Office 785-339-4124, Cell 785-224-3292.
Brad Parry, Athletic Trainer – Cell 785-640-0287
-Emergency Action Plan-

Facility: Seaman High School
Address: 4850 NW Rochester Road Topeka, KS 66617

ATC Contact Information: Michael Longhofer, MS, ATC
Cell (785) 554-9454

Athletic Training Room Location: East side of small gymnasium; Coed Facility

EAP

- Call 9-1-1 via cellular phone.
- Instruct emergency medical service (EMS) personnel to report to the specific sports venue at the facility listed above at the listed address. Tell the dispatch "we have an injured athlete in need of emergency medical treatment."
  - Instruct EMS that they will be met by personnel outside the venue and given specific directions at that point.
- Provide necessary information to EMS personnel:
  - Name and phone number of caller
  - Number of victims/condition of victims & treatment initiated by care giver
  - Specific directions as needed to locate the scene
  - Any other information requested by the dispatcher
- Provide appropriate emergency care until arrival of EMS personnel. Upon arrival of EMS personnel, provide pertinent information (method of injury, vital signs, treatment rendered and medical history) and assist with emergency care as directed.
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    a) Present On-site Team Physician
    b) Certified Athletic Trainer (ATC)
    c) Other duly trained Allied Health Professional (RN, LPN, PT, PTA)
    d) Head Coach or Administrator in charge of athletic venue
    e) Athletic Training Student (ATS).
- Emergency Response: Check – Call – Care. Offer immediate life sustaining treatment and head and neck stabilization, activate emergency medical system by calling for assistance, and continue to care for the injured athlete until EMS arrives.
  a) Acute care rendered by the most medically qualified on-site (i.e., Physician, Certified Athletic Trainer, coach in charge, or duly trained staff or student).
  b) Equipment retrieval by someone familiar with types and location of equipment (ATS, assistant coach, or manager).
  c) Activate Emergency Plan / Contact EMS (ATS, assistant coach or manager).
  d) Open gates and/or clearing of emergency path. (ATS, Asst. coach or Admin.).
  e) Direct EMS to scene (ATS, assistant coach or Admin.)
• **Emergency Equipment** - Check function of emergency equipment at beginning of each season
  a) Athlete’s personal, emergency contact, and insurance information.
  b) List of emergency telephone numbers
  c) Automated External Defibrillator (AED)
      Location: *Located in the ATR. It goes with the athletic trainer to all sporting events that he covers.*
  d) Blood spill and disposal kit
      Location: *In athletic training room*
  e) Splint kit (Vacuum, Air, Orthopedic, Traditional) - *In athletic training room*
  f) Crutches - *In athletic training room*
  g) Equipment available on site in field kit/personal kits
      a. Penlight, Stethoscope and Sphygmomanometer
      b. Ambu-Bag-Valve-Mask / CPR shields / masks

**Note: AT staff member and/or Athletic Training Students should:**
- Accompany student-athlete to hospital with medical history and insurance information
- Contact parents of injured person
- Inform coaches and administration
- Complete appropriate injury reports and/or incident reports
- Rehearse annually and maintain current 1st Responder Certification.

**Important Emergency Phone Numbers:**

**EMS** – throughout Shawnee, County, Kansas  **9-1-1**

- St. Francis E.R.  785-295-8090  
- Stormont-Vail E.R.  785-354-6100  
- Tallgrass Immediate Care  785-234-2400  
- St. Francis Poison Control  785-295-8095  

- Main office  785-286-8320  
- Brad Dietz – Athletics Director  
- Nancy Ellison - Nurse
-Emergency Action Plan-

Facility: Topeka West High School  
Address: 2001 SW Fairlawn Rd, Topeka, KS 66604  

ATC Contact Information: Megan Carson, ATC  
Cell (316) 393-4726  

Athletic Training Room Location:  
West side of Main Gymnasium, In between Men’s P.E. office and Boys locker room  

EAP  
- Call 9-1-1 via cellular phone.  
- Instruct emergency medical service (EMS) personnel to report to the specific sports venue at the facility listed above at the listed address. Tell the dispatch “we have an injured athlete in need of emergency medical treatment.”  
  - Instruct EMS that they will be met by personnel outside the venue and given specific directions at that point.  
- Provide necessary information to EMS personnel:  
  - Name and phone number of caller  
  - Number of victims/condition of victims & treatment initiated by care giver  
  - Specific directions as needed to locate the scene  
  - Any other information requested by the dispatcher  
- Provide appropriate emergency care until arrival of EMS personnel. Upon arrival of EMS personnel, provide pertinent information (method of injury, vital signs, treatment rendered and medical history) and assist with emergency care as directed.  
  - Chain of Command - The most qualified on-site caregiver is in charge of the situation and will direct the medical care for the athlete  
    a) Present On-site Team Physician  
    b) Certified Athletic Trainer (ATC)  
    c) Other duly trained Allied Health Professional (RN, LPN, PT, PTA)  
    d) Head Coach or Administrator in charge of athletic venue  
    e) Athletic Training Student (ATS).  
- Emergency Response: Check – Call – Care. Offer immediate life sustaining treatment and head and neck stabilization, activate emergency medical system by calling for assistance, and continue to care for the injured athlete until EMS arrives.  
  a) Acute care rendered by the most medically qualified on-site (i.e., Physician, Certified Athletic Trainer, coach in charge, or duly trained staff or student).  
  b) Equipment retrieval by someone familiar with types and location of equipment (ATS, assistant coach, or manager).  
  c) Activate Emergency Plan / Contact EMS (ATS, assistant coach or manager).  
  d) Open gates and/or clearing of emergency path (ATS, Asst. coach or Admin.).  
  e) Direct EMS to scene (ATS, assistant coach or Admin.)
- **Emergency Equipment** - Check function of emergency equipment at beginning of each season
  a) Athlete’s personal, emergency contact, and insurance information.
  b) List of emergency telephone numbers
  c) Automated External Defibrillator (AED)
      Location: **Located in Main office in A building**
  d) Blood spill and disposal kit
      Location: **In Athletic Training Room**
  e) Splint kit (Vacuum, Air, Orthopedic, Traditional) - **In Athletic Training Room**
  f) Crutches - **In Athletic Training Room**
  g) Equipment available on site in field kit/personal kits
      a. Penlight, Stethoscope and Sphygmomanometer
      b. Ambu-Bag-Valve-Mask / CPR shields / masks

*Note: AT staff member and/or Athletic Training Students should:*
- Accompany student-athlete to hospital with medical history and insurance information
- Contact parents of injured person
- Inform coaches and administration
- Complete appropriate injury reports and/or incident reports
- Rehearse annually and maintain current 1st Responder Certification.

**Important Emergency Phone Numbers:**

**EMS** – throughout Shawnee, County, Kansas  **9-1-1**

St. Francis E.R.  785-295-8090  Stormont-Vail E.R.  785-354-6100
Tallgrass Immediate Care  785-234-2400  St. Francis Poison Control 785-295-8095

Athletic Director: Charlie Nimz 785-633-0777
-Emergency Action Plan-

**Facility:** Topeka High School  
**Address:** 800 SW 10th Street  
Topeka, KS 66612

**ATC Contact Information:** Ashley Zeltwanger, MS, ATC  
Cell (607) 382-8633

**Athletic Training Room Location:** *Enter the north doors on the entrance on Western St. Northside, upper level of gymnasium, north hallway across from concession stand*

**EAP**
- *Call* 9-1-1 via cellular phone.
- *Instruct* emergency medical service (EMS) personnel to report to the specific sports venue at the facility listed above at the listed address. Tell the dispatch **“we have an injured athlete in need of emergency medical treatment.”**
  - Instruct EMS that they will be met by personnel outside the venue and given specific directions at that point.
- *Provide* necessary information to EMS personnel:
  - Name and phone number of caller
  - Number of victims/condition of victims & treatment initiated by care giver
  - Specific directions as needed to locate the scene
  - Any other information requested by the dispatcher
- *Provide* appropriate emergency care until arrival of EMS personnel. Upon arrival of EMS personnel, provide pertinent information (method of injury, vital signs, treatment rendered and medical history) and assist with emergency care as directed.
  - **Chain of Command** - The most qualified on-site caregiver is in charge of the situation and will direct the medical care for the athlete
    - a) Present On-site Team Physician
    - b) Certified Athletic Trainer (ATC)
    - c) Other duly trained Allied Health Professional (RN, LPN, PT, PTA)
    - d) Head Coach or Administrator in charge of athletic venue
    - e) Athletic Training Student (ATS).
- **Emergency Response:** *Check – Call – Care.* Offer immediate life sustaining treatment and head and neck stabilization, activate emergency medical system by calling for assistance, and continue to care for the injured athlete until EMS arrives.
  - a) Acute care rendered by the most medically qualified on-site (i.e., Physician, Certified Athletic Trainer, coach in charge, or duly trained staff or student).
  - b) Equipment retrieval by someone familiar with types and location of equipment (ATS, assistant coach, or manager).
  - c) Activate Emergency Plan / Contact EMS (ATS, assistant coach or manager).
  - d) Open gates and/or clearing of emergency path. (ATS, Asst. coach or Admin.).
  - e) Direct EMS to scene (ATS, assistant coach or Admin.)
Emergency Equipment - Check function of emergency equipment at beginning of each season
   a) Athlete’s personal, emergency contact, and insurance information.
   b) List of emergency telephone numbers
   c) Automated External Defibrillator (AED)
       Location: **Main office, 1st floor – Main entrance**
   d) Blood spill and disposal kit
       Location: **Athletic Training Room & with ATC in first aid kit**
   e) Splint kit (Vacuum, Air, Orthopedic, Traditional) - **Athletic Training Room & with ATC in first aid kit**
   f) Crutches - **Athletic Training Room & with ATC in first aid kit**
   g) Equipment available on site in field kit/personal kits
      a. Penlight, Stethoscope and Sphygmomanometer
      b. Ambu-Bag-Valve-Mask / CPR shields / masks

**Note: AT staff member and/or Athletic Training Students should:**
   - Accompany student-athlete to hospital with medical history and insurance information
   - Contact parents of injured person
   - Inform coaches and administration
   - Complete appropriate injury reports and/or incident reports
   - Rehearse annually and maintain current 1st Responder Certification.

**Important Emergency Phone Numbers:**

EMS – throughout Shawnee, County, Kansas **9-1-1**

St. Francis E.R. 785-295-8090  Stormont-Vail E.R. 785-354-6100
Tallgrass Immediate Care 785-234-2400  St. Francis Poison Control 785-295-8095

Topeka HS Main Number 785-295-3150
Topeka HS Nurses Office 785-295-3152
-Emergency Action Plan-

Facility: Highland Park High School  
Address: 2424 SE California Ave., Topeka, KS 66605

ATC Contact Information: Bob Rusche, MA, ATC, LAT  
Cell 785-215-0556

Athletic Training Room Location: The Athletic Training room is located in the boys’ team locker room. If you enter through the gymnasium entrance, the locker room will be the second door on the left. As you enter the locker room, there will be a door on the left (which is the coaches office) and a door straight ahead (which is the Athletic Training Room).

EAP For both locations:
- **Call** 9-1-1 via cellular phone.
- **Instruct** emergency medical service (EMS) personnel to report to the specific sports venue at the facility listed above at the listed address. Tell the dispatch *we have an injured athlete in need of emergency medical treatment.*
  - Instruct EMS that they will be met by personnel outside the venue and given specific directions at that point.
- **Provide** necessary information to EMS personnel:
  - Name and phone number of caller
  - Number of victims/condition of victims & treatment initiated by care giver
  - Specific directions as needed to locate the scene
  - Any other information requested by the dispatcher
- **Provide** appropriate emergency care until arrival of EMS personnel. Upon arrival of EMS personnel, provide pertinent information (method of injury, vital signs, treatment rendered and medical history) and assist with emergency care as directed.
  - **Chain of Command** - The most qualified on-site caregiver is in charge of the situation and will direct the medical care for the athlete
    a) Present On-site Team Physician
    b) Certified Athletic Trainer (ATC)
    c) Other duly trained Allied Health Professional (RN, LPN, PT, PTA)
    d) Head Coach or Administrator in charge of athletic venue
    e) Athletic Training Student (ATS).
  - **Emergency Response: Check – Call – Care.** Offer immediate life sustaining treatment and head and neck stabilization, activate emergency medical system by calling for assistance, and continue to care for the injured athlete until EMS arrives.
    a) Acute care rendered by the most medically qualified on-site (i.e., Physician, Certified Athletic Trainer, coach in charge, or duly trained staff or student).
    b) Equipment retrieval by someone familiar with types and location of equipment (ATS, assistant coach, or manager).
    c) Activate Emergency Plan / Contact EMS (ATS, assistant coach or manager).
    d) Open gates and/or clearing of emergency path. (ATS, Asst. coach or Admin.).
    e) Direct EMS to scene (ATS, assistant coach or Admin.)
• **Emergency Equipment** - Check function of emergency equipment at beginning of each season
  a) Athlete’s personal, emergency contact, and insurance information.
  b) List of emergency telephone numbers
  c) Automated External Defibrillator (AED)
      Location: Main Office – As you enter from the main entrance, the main office is the third door on the left. The AED is located on the North Wall (to your right as you enter the office).
  d) Blood spill and disposal kit
  e) Splint kit (Vacuum, Air, Orthopedic, Traditional)- *Located in Nurse’s Office*
  f) Crutches & Wheel Chair - *Located in Nurse’s Office*
  g) Equipment available on site in field kit/personal kits

*Note: AT staff member and/or Athletic Training Students should:*
• Accompany student-athlete to hospital with medical history and insurance information
• Contact parents of injured person
• Inform coaches and administration
• Complete appropriate injury reports and/or incident reports
• Rehearse annually and maintain current 1st Responder Certification.

**Important Emergency Phone Numbers:**

EMS – throughout Shawnee, County, Kansas  **9-1-1**

St. Francis E.R.  785-295-8090  Stormont-Vail E.R.  785-354-6100
Tallgrass Immediate Care 785-234-2400  St. Francis Poison Control 785-295-8095

St. Francis Sports Medicine 785-228-1700

HPHS Main Number – 785-274-6000
HPHS Security Office – 785-274-6043
HPHS Nurses Office - 785-274-6042

-Emergency Action Plan-

Facility: Hummer Sports Park – Owned & Operated by Topeka Public Schools – USD 501
Address: 2751 SW East Circle Dr S # 2   Topeka, KS 66606

ATC Contact Information:  USD 501 ATC’s
Ashley Zeltwanger      Cell (607) 382-8633
Megan Carson           Cell (316) 393-4726
Robert Rusche          Cell (785) 215-0556

Athletic Training Room Location: Located in Locker room #1, Northwest of Football Field, North of Soccer field

EAP
- Call 9-1-1 via cellular phone.
- Instruct emergency medical service (EMS) personnel to report to the specific sports venue at the facility listed above at the listed address.  Tell the dispatch “we have an injured athlete in need of emergency medical treatment.”
  - Instruct EMS that they will be met by personnel outside the venue and given specific directions at that point.
- Provide necessary information to EMS personnel:
  - Name and phone number of caller
  - Number of victims/condition of victims & treatment initiated by care giver
  - Specific directions as needed to locate the scene
  - Any other information requested by the dispatcher
- Provide appropriate emergency care until arrival of EMS personnel.  Upon arrival of EMS personnel, provide pertinent information (method of injury, vital signs, treatment rendered and medical history) and assist with emergency care as directed.
  - Chain of Command - The most qualified on-site care giver is in charge of the situation and will direct the medical care for the athlete
    a) Present On-site Team Physician
    b) Certified Athletic Trainer (ATC)
    c) Other duly trained Allied Health Professional (RN, LPN, PT, PTA)
    d) Head Coach or Administrator in charge of athletic venue
    e) Athletic Training Student (ATS).
- Emergency Response: Check – Call – Care.  Offer immediate life sustaining treatment and head and neck stabilization, activate emergency medical system by calling for assistance, and continue to care for the injured athlete until EMS arrives.
  a) Acute care rendered by the most medically qualified on-site (i.e., Physician, Certified Athletic Trainer, coach in charge, or duly trained staff or student).
  b) Equipment retrieval by someone familiar with types and location of equipment (ATS, assistant coach, or manager).
  c) Activate Emergency Plan / Contact EMS (ATS, assistant coach or manager).
  d) Open gates and/or clearing of emergency path. (ATS, Asst. coach or Admin.).
  e) Direct EMS to scene (ATS, assistant coach or Admin.)
• **Emergency Equipment** - Check function of emergency equipment at beginning of each season
  a) Athlete's personal, emergency contact, and insurance information.
  b) List of emergency telephone numbers
  c) Automated External Defibrillator (AED)
    Location: *Located in Nurses station under football/soccer bleachers*
  d) Blood spill and disposal kit
    Location: *Located in Nurses station under football/soccer bleachers*
  e) Personnel Protective Devices – *In individual ATC’s kits*
  f) Biohazard Container – *In Athletic Training Room*
  g) Splint kit (Vacuum, Air, Orthopedic, Traditional) - *In Athletic Training Room*
  h) Blood spill and disposal kit
  i) Blood spill and disposal kit
  j) Blood spill and disposal kit

*Note: AT staff member and/or Athletic Training Students should:*
  ● Accompany student-athlete to hospital with medical history and insurance information
  ● Contact parents of injured person
  ● Inform coaches and administration
  ● Complete appropriate injury reports and/or incident reports
  ● Rehearse annually and maintain current 1st Responder Certification.

**Important Emergency Phone Numbers:**

**EMS** – throughout Shawnee, County, Kansas  **9-1-1**

St. Francis E.R.  785-295-8090       Stormont-Vail E.R.  785-354-6100
Tallgrass Immediate Care  785-234-2400       St. Francis Poison Control  785-295-8095

Hummer Sports Park Main Office - 785-295-3750
Rick Benke, Sports Park Director - Cell 785-640-7036
-Emergency Action Plan-

Facility: Kansas Expo Center
Address: One Expocentre Dr. Topeka, KS 66612

ATC Contact Information:
Topeka Roadrunner Hockey – Mike Boland
Cell (785) 608-6387

Team Physician present for events
EMS – by American Medical Response (AMR) on site for all events.
Security guards are stationed at every entrance/exit during events, as well as scattered throughout the venue.

Athletic Training Room Location: located next to the locker room

EAP
- Notify on-site EMS of Emergency
- Provide necessary information to EMS personnel:
  - Name and phone number of caller
  - Number of victims/condition of victims & treatment initiated by care giver
  - Specific directions as needed to locate the scene
  - Any other information requested by the dispatcher
- Provide appropriate emergency care until arrival of EMS personnel. Upon arrival of EMS personnel, provide pertinent information (method of injury, vital signs, treatment rendered and medical history) and assist with emergency care as directed.
  - Chain of Command - The most qualified on-site caregiver is in charge of the situation and will direct the medical care for the athlete
    a) Present On-site Team Physician
    b) EMS Personnel
    c) Certified Athletic Trainer (ATC)
    d) Head Coach or Administrator in charge of athletic venue
    e) Athletic Training Student (ATS).
- Emergency Response: Check – Call – Care. Offer immediate life sustaining treatment and head and neck stabilization, activate emergency medical system by calling for assistance, and continue to care for the injured athlete until EMS arrives.
  a) Acute care rendered by the most medically qualified on-site (i.e., Physician, Certified Athletic Trainer, coach in charge, or duly trained staff or student).
  b) Equipment retrieval by someone familiar with types and location of equipment (ATS, assistant coach, or manager).
  c) Activate Emergency Plan / Contact EMS (ATS, assistant coach or manager).
  d) Open gates and/or clearing of emergency path. (ATS, Asst. coach or Admin.).
  e) Direct EMS to scene (ATS, assistant coach or Admin.)
Emergency Equipment - Check function of emergency equipment at beginning of each season
   a) Athlete's personal, emergency contact, and insurance information.
   b) List of emergency telephone numbers
   c) Automated External Defibrillator (AED)
       Location: Provided by AMR
   d) Blood spill and disposal kit
       Location: In individual ATC’s kits
   Personnel Protective Devices – In individual ATC’s kits
   Biohazard Container – In individual ATC’s kits
   e) Splint kit (Vacuum, Air, Orthopedic, Traditional) - In individual ATC’s kits / Provided by AMR
   f) Crutches - In individual ATC’s kits / Provided by AMR
   g) Equipment available on site in field kit/personal kits
      a. Penlight, Stethoscope and Sphygmomanometer
      b. Ambu-Bag-Valve-Mask / CPR shields / masks

Note: AT staff member and/or Athletic Training Students should:
   • Accompany student-athlete to hospital with medical history and insurance information
   • Contact parents of injured person
   • Inform coaches and administration
   • Complete appropriate injury reports and/or incident reports
   • Rehearse annually and maintain current 1st Responder Certification.

Important Emergency Phone Numbers:

EMS – throughout Shawnee, County, Kansas 9-1-1
St. Francis E.R. 785-295-8090  Stormont-Vail E.R. 785-354-6100
Tallgrass Immediate Care 785-234-2400  St. Francis Poison Control 785-295-8095
-Emergency Action Plan-

Facility: Rebound Physical Therapy / Rebound Sports Performance
Address: 5220 SW 17th St. Topeka, KS 66604

Facility Contact Information:

<table>
<thead>
<tr>
<th>Physical Therapy</th>
<th>Sports Performance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Burt DeWeese, RPT</td>
<td>Mike Flynn, MS, ATC</td>
</tr>
<tr>
<td></td>
<td>Keith Fine</td>
</tr>
<tr>
<td>(785) 271-5533</td>
<td>(785) 272-8025</td>
</tr>
</tbody>
</table>

Joined facility – EAP applies to both locations

EAP For both locations:

- **Call** 9-1-1 via phone from front entrance desk or office in sports performance area.
- **Instruct** emergency medical service (EMS) personnel to report to the specific sports venue at the facility listed above at the listed address. Tell the dispatch “**we have an injured athlete in need of emergency medical treatment.**”
  - Instruct EMS that they will be met by personnel outside the venue and given specific directions at that point.
- **Provide** necessary information to EMS personnel:
  - Name and phone number of caller
  - Number of victims/condition of victims & treatment initiated by care giver
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  - **Chain of Command** - The most qualified on-site caregiver is in charge of the situation and will direct the medical care for the athlete
    - a) Present On-site Physician
    - b) Certified Athletic Trainer (ATC)
    - c) Other duly trained Allied Health Professional (RN, LPN, PT, PTA)
    - d) Athletic Training Student (ATS).
- **Emergency Response: Check – Call – Care.** Offer immediate life sustaining treatment and head and neck stabilization, activate emergency medical system by calling for assistance, and continue to care for the injured athlete until EMS arrives.
  - a) Acute care rendered by the most medically qualified on-site (i.e., Physician, Certified Athletic Trainer, coach in charge, or duly trained staff or student).
  - b) Equipment retrieval by someone familiar with types and location of equipment (ATS, assistant coach, or manager).
  - c) Activate Emergency Plan / Contact EMS (ATS, assistant coach or manager).
  - d) Open gates and/or clearing of emergency path. (ATS, Asst. coach or Admin.).
  - e) Direct EMS to scene (ATS, assistant coach or Admin.)
Emergency Equipment -
   a) Athlete's personal, emergency contact, and insurance information located in patient/athlete chart
   b) List of emergency telephone numbers
   c) Automated External Defibrillator (AED)
      Location: Northwest corner of PT area
   d) Blood spill and disposal kit
      Location: Northwest hallway of PT area
   e) Personnel Protective Devices – North wall cabinets in PT area
      Biohazard Container – Northwest corner of PT area
   e) Equipment available on site in field kit/personal kits
      Penlight, Stethoscope and Sphygmomanometer
      Ambu-Bag-Valve-Mask / CPR shields / masks - Northwest corner of PT Dept., Center pole in Spt. Performance Area, Center pole in Gym Area

Note: AT staff member and/or Athletic Training Students should:
   - Accompany student-athlete to hospital with medical history and insurance information
   - Contact parents of injured person
   - Inform coaches and administration
   - Complete appropriate injury reports and/or incident reports
   - Rehearse annually and maintain current 1st Responder Certification.

Important Emergency Phone Numbers:

EMS – throughout Shawnee, County, Kansas 9-1-1
St. Francis E.R. 785-295-8090  Stormont-Vail E.R. 785-354-6100
Tallgrass Immediate Care 785-234-2400  St. Francis Poison Control 785-295-8095
-Emergency Action Plan-

Facility: ARC- Athlete Rehabilitation Center
Address: 4015 SW Gage Center Dr. Topeka, KS 66604

Facility Contact Information: Mark Kohls, PT, ATC
Lyle Christensen, ATC, LAT
Dave Appleman, PTA, ATC
(785) 273-1379

EAP:

- Call 9-1-1 via phone – located at front entrance desk or work station desk in rear of rehabilitation area.
- Instruct emergency medical service (EMS) personnel to report to the specific sports venue at the facility listed above at the listed address. Tell the dispatch “we have an injured athlete in need of emergency medical treatment.”
  - Instruct EMS that they will be met by personnel outside the venue and given specific directions at that point.
- Provide necessary information to EMS personnel:
  - Name and phone number of caller
  - Number of victims/condition of victims & treatment initiated by care giver
  - Specific directions as needed to locate the scene
  - Any other information requested by the dispatcher
- Provide appropriate emergency care until arrival of EMS personnel. Upon arrival of EMS personnel, provide pertinent information (method of injury, vital signs, treatment rendered and medical history) and assist with emergency care as directed.
  - Chain of Command - The most qualified on-site caregiver is in charge of the situation and will direct the medical care for the athlete
    a) Present On-site Physician
    b) Certified Athletic Trainer (ATC)
    c) Other duly trained Allied Health Professional (RN, LPN, PT, PTA)
    d) Athletic Training Student (ATS).
- Emergency Response: Check – Call – Care. Offer immediate life sustaining treatment and head and neck stabilization, activate emergency medical system by calling for assistance, and continue to care for the injured athlete until EMS arrives.
  a) Acute care rendered by the most medically qualified on-site (i.e., Physician, Certified Athletic Trainer, coach in charge, or duly trained staff or student).
  b) Equipment retrieval by someone familiar with types and location of equipment (ATS, assistant coach, or manager).
  c) Activate Emergency Plan / Contact EMS (ATS, assistant coach or manager).
  d) Open gates and/or clearing of emergency path. (ATS, Asst. coach or Admin.).
  e) Direct EMS to scene (ATS, assistant coach or Admin.)
- **Emergency Equipment** -
  a) Athlete's personal, emergency contact, and insurance information located in patient/athlete chart
  b) List of emergency telephone numbers
  c) Automated External Defibrillator (AED)
      Location: *Hanging on Wall – southeast corner of rehabilitation area*
  d) Blood spill and disposal kit
     Personnel Protective Devices
     Biohazard Container
     Location: *Hanging on Wall – Rear of Rehabilitation Area*
  e) Equipment available on site in field kit/personal kits
     Penlight, Stethoscope and Sphygmomanometer
     Ambu-Bag-Valve-Mask / CPR shields / masks

*Note: AT staff member and/or Athletic Training Students should:*
- Accompany student-athlete to hospital with medical history and insurance information
- Contact parents of injured person
- Inform coaches and administration
- Complete appropriate injury reports and/or incident reports
- Rehearse annually and maintain current 1st Responder Certification.

**Important Emergency Phone Numbers:**

EMS – throughout Shawnee, County, Kansas **9-1-1**

St. Francis E.R. 785-295-8090  
Stormont-Vail E.R. 785-354-6100  
Tallgrass Immediate Care 785-234-2400  
St. Francis Poison Control 785-295-8095
-Emergency Action Plan-

Facility: Center for Manual Medicine  
Address: 5000 SW 21st  
Topeka, KS 66604

Facility Contact Information:  
Seth Harrison  
Dr. James Keen  
(785) 271-8100

EAP:
- **Call** 9-1-1 via phone – located at front entrance desk or work station desk in rear of rehabilitation area.
- **Instruct** emergency medical service (EMS) personnel to report to the specific sports venue at the facility listed above at the listed address. Tell the dispatch “we have an injured athlete in need of emergency medical treatment.”
  - Instruct EMS that they will be met by personnel outside the venue and given specific directions at that point.
- **Provide** necessary information to EMS personnel:
  - Name and phone number of caller
  - Number of victims/condition of victims & treatment initiated by care giver
  - Specific directions as needed to locate the scene
  - Any other information requested by the dispatcher
- **Provide** appropriate emergency care until arrival of EMS personnel. Upon arrival of EMS personnel, provide pertinent information (method of injury, vital signs, treatment rendered and medical history) and assist with emergency care as directed.
  - **Chain of Command** - The most qualified on-site caregiver is in charge of the situation and will direct the medical care for the athlete
    a) Present On-site Physician
    b) Certified Athletic Trainer (ATC)
    c) Other duly trained Allied Health Professional (RN, LPN, PT, PTA)
    d) Athletic Training Student (ATS).
  - **Emergency Response: Check – Call – Care.** Offer immediate life sustaining treatment and head and neck stabilization, activate emergency medical system by calling for assistance, and continue to care for the injured athlete until EMS arrives.
    a) Acute care rendered by the most medically qualified on-site (i.e., Physician, Certified Athletic Trainer, coach in charge, or duly trained staff or student).
    b) Equipment retrieval by someone familiar with types and location of equipment (ATS, assistant coach, or manager).
    c) Activate Emergency Plan / Contact EMS (ATS, assistant coach or manager).
    d) Open gates and/or clearing of emergency path. (ATS, Asst. coach or Admin.).
    e) Direct EMS to scene (ATS, assistant coach or Admin.)
• **Emergency Equipment** -
  a) Athlete's personal, emergency contact, and insurance information located in
     patient/athlete chart
  b) List of emergency telephone numbers
  c) Automated External Defibrillator (AED)
     Location: *Front storage area – southwest corner of rehabilitation area*
  d) Blood spill and disposal kit
     Location: *Front storage area – southwest corner of rehabilitation area*
     Personnel Protective Devices – *Front storage area – southwest corner of rehabilitation area*
     Biohazard Container - *Front storage area – southwest corner of rehabilitation area*
  g) Equipment available on site in field kit/personal kits
     Penlight, Stethoscope and Sphygmomanometer
     Ambu-Bag-Valve-Mask / CPR shields / masks - *Front storage area – southwest corner of rehabilitation area*

*Note: AT staff member and/or Athletic Training Students should:*
  • Accompany student-athlete to hospital with medical history and insurance information
  • Contact parents of injured person
  • Inform coaches and administration
  • Complete appropriate injury reports and/or incident reports
  • Rehearse annually and maintain current 1st Responder Certification.

**Important Emergency Phone Numbers:**

EMS – throughout Shawnee, County, Kansas **9-1-1**

St. Francis E.R.  785-295-8090  Stormont-Vail E.R.  785-354-6100
Tallgrass Immediate Care 785-234-2400  St. Francis Poison Control 785-295-8095
-Emergency Action Plan-

Facility: St. Francis Sports Medicine  
Address: 801 SW Fairlawn  Topeka, KS 66604

Facility Contact Information:  
Heather Hice, DPT, LAT, ATC  
(785) 228-1700

EAP:
- **Call** 9-1-1 via phone – located at front entrance desk or work station desk in office area of rehabilitation center.
- **Instruct** emergency medical service (EMS) personnel to report to the specific sports venue at the facility listed above at the listed address. Tell the dispatcher “**we have an injured athlete in need of emergency medical treatment.**”
  - Instruct EMS that they will be met by personnel outside the venue and given specific directions at that point.
- **Provide** necessary information to EMS personnel:
  - Name and phone number of caller
  - Number of victims/condition of victims & treatment initiated by care giver
  - Specific directions as needed to locate the scene
  - Any other information requested by the dispatcher
- **Provide** appropriate emergency care until arrival of EMS personnel. Upon arrival of EMS personnel, provide pertinent information (method of injury, vital signs, treatment rendered and medical history) and assist with emergency care as directed.
  - **Chain of Command** - The most qualified on-site caregiver is in charge of the situation and will direct the medical care for the athlete
    a) Present On-site Physician
    b) Certified Athletic Trainer (ATC)
    c) Other duly trained Allied Health Professional (RN, LPN, PT, PTA)
    d) Athletic Training Student (ATS).
  - **Emergency Response: Check – Call – Care.** Offer immediate life sustaining treatment and head and neck stabilization, activate emergency medical system by calling for assistance, and continue to care for the injured athlete until EMS arrives.
    a) Acute care rendered by the most medically qualified on-site (i.e., Physician, Certified Athletic Trainer, coach in charge, or duly trained staff or student).
    b) Equipment retrieval by someone familiar with types and location of equipment (ATS, assistant coach, or manager).
    c) Activate Emergency Plan / Contact EMS (ATS, assistant coach or manager).
    d) Open gates and/or clearing of emergency path. (ATS, Asst. coach or Admin.).
    e) Direct EMS to scene (ATS, assistant coach or Admin.)
• **Emergency Equipment** -
  a) Athlete's personal, emergency contact, and insurance information located in patient/athlete chart
  b) List of emergency telephone numbers
  c) Automated External Defibrillator (AED)
      Location: *In cabinet of Staff Office Area*
  d) Blood spill and disposal kit
      Location: *In Modalities Supply Room*
  Personnel Protective Devices - *In Modalities Supply Room*
  Biohazard Container - *In Modalities Supply Room*
  h) Equipment available on site in field kit/personal kits
      Penlight, Stethoscope and Sphygmomanometer
      Ambu-Bag-Valve-Mask / CPR shields / masks - *In Modalities Supply Room*

*Note: AT staff member and/or Athletic Training Students should:*
  • Accompany student-athlete to hospital with medical history and insurance information
  • Contact parents of injured person
  • Inform coaches and administration
  • Complete appropriate injury reports and/or incident reports
  • Rehearse annually and maintain current 1st Responder Certification.

**Important Emergency Phone Numbers:**

EMS – throughout Shawnee, County, Kansas **9-1-1**
St. Francis E.R. 785-295-8090  Stormont-Vail E.R. 785-354-6100
Tallgrass Immediate Care 785-234-2400  St. Francis Poison Control 785-295-8095
-Emergency Action Plan-

Facility: Interactive Physical Therapy  
Address: 1701 SE 29th St, Topeka, KS 66605

Facility Contact Information: Amy Newbery, MS PT  
(785) 266-4600

EAP:
- Call 9-1-1 via phone – located at front entrance desk or work station desk in office area of rehabilitation center.
- Instruct emergency medical service (EMS) personnel to report to the specific sports venue at the facility listed above at the listed address. Tell the dispatch “we have an injured athlete in need of emergency medical treatment.”
  - Instruct EMS that they will be met by personnel outside the venue and given specific directions at that point.
- Provide necessary information to EMS personnel:
  - Name and phone number of caller
  - Number of victims/condition of victims & treatment initiated by care giver
  - Specific directions as needed to locate the scene
  - Any other information requested by the dispatcher
- Provide appropriate emergency care until arrival of EMS personnel. Upon arrival of EMS personnel, provide pertinent information (method of injury, vital signs, treatment rendered and medical history) and assist with emergency care as directed.
  - Chain of Command - The most qualified on-site caregiver is in charge of the situation and will direct the medical care for the athlete
    a) Present On-site Physician
    b) Other duly trained Allied Health Professional (RN, LPN, PT, PTA)
    c) Athletic Training Student (ATS).
- Emergency Response: Check – Call – Care. Offer immediate life sustaining treatment and head and neck stabilization, activate emergency medical system by calling for assistance, and continue to care for the injured athlete until EMS arrives.
  a) Acute care rendered by the most medically qualified on-site (i.e., Physician, Certified Athletic Trainer, coach in charge, or duly trained staff or student).
  b) Equipment retrieval by someone familiar with types and location of equipment (ATS, assistant coach, or manager).
  c) Activate Emergency Plan / Contact EMS (ATS, assistant coach or manager).
  d) Open gates and/or clearing of emergency path. (ATS, Asst. coach or Admin.).
  e) Direct EMS to scene (ATS, assistant coach or Admin.)
- **Emergency Equipment**
  a) Patient’s personal, emergency contact, and insurance information located in patient/athlete chart
  b) List of emergency telephone numbers
  c) Blood spill and disposal kit
  Location: *In Staff Offices*
  Personnel Protective Devices – *In Staff Offices*
  Biohazard Container - *In Staff Offices*
  d) Equipment available on site in staff office
  Penlight, Stethoscope and Sphygmomanometer
  Ambu-Bag-Valve-Mask / CPR shields / masks

*Note: AT staff member and/or Athletic Training Students should:*
- Accompany student-athlete to hospital with medical history and insurance information
- Contact parents of injured person
- Inform coaches and administration
- Complete appropriate injury reports and/or incident reports
- Rehearse annually and maintain current 1st Responder Certification.

**Important Emergency Phone Numbers:**

EMS – throughout Shawnee, County, Kansas  **9-1-1**

St. Francis E.R.  785-295-8090  Stormont-Vail E.R.  785-354-6100
Tallgrass Immediate Care  785-234-2400  St. Francis Poison Control  785-295-8095
-Emergency Action Plan-

Facility: OrthoRx, Inc.
Address: 6001 SW 6th Ave, Suite 250, Topeka, KS 66615
Facility Contact Information: Tracy Boyd, MS, ATC

Call 9-1-1 via phone located on desk.

Instruct emergency medical service (EMS) personnel to report to the specific suite in the building listed above. Tell the dispatch “we have an injured/ill patient in need of emergency medical treatment.”

Instruct EMS that they will be met by personnel outside the building and given specific directions at that point.

Provide necessary information to EMS personnel:

Name and phone number of caller

Number of victims/condition of victims & treatment initiated by caregiver

Specific directions as needed to locate the scene.

Any other information requested by the dispatcher

Provide appropriate emergency care until arrival of EMS personnel. Upon arrival of EMS personnel, provide pertinent information (method of injury, vital signs, treatment rendered and medical history) and assist with emergency care as directed.

Chain of Command - The most qualified on-site caregiver is in charge of the situation and will direct the medical care for the patient

a) Present On-site Physician
b) Certified Athletic Trainer (ATC)
c) Other duly trained Allied Health Professional (RN, LPN, PT, PTA)
d) Athletic Training Student (ATS).

Emergency Response: Check – Call – Care. Offer immediate life sustaining treatment and head and neck stabilization, activate emergency medical system by calling for assistance, and continue to care for the injured/ill patient until EMS arrives.

a) Acute care rendered by the most medically qualified on-site (i.e., Physician, Certified Athletic Trainer, or duly trained staff or student)
b) Equipment retrieval by someone familiar with types and location of equipment (ATS, staff, family)
c) Activate Emergency Plan / Contact EMS (ATS, staff, family)
d) Open doors and/or clearing of emergency path. (ATS, staff, family)
e) Direct EMS to scene (ATS, staff, family)
Emergency Equipment -

a) Patient’s personal, emergency contact, and insurance information located in patient chart
b) List of emergency telephone numbers
c) Automated External Defibrillator (AED)
   Location: Tallgrass Immediate Care and/or Surgery Center
d) Blood spill and disposal kit
   Location: Storage area, to left inside door
   Personnel Protective Devices: Storage area, to left inside door

Note: AT staff member and/or Athletic Training Students should:

Contact family of injured/ill person

Complete appropriate injury reports and/or incident reports

Rehearse annually and maintain current 1st Responder Certification.

Important Emergency Phone Numbers:
EMS – throughout Shawnee, County, Kansas 9-1-1
St. Francis E.R. 785-295-8090
Stormont-Vail E.R. 785-354-6100
Tallgrass Immediate Care 785-234-2400
St. Francis Poison Control 785-295-8095