



Injury Reporting Guidelines

- If an athlete is injured at practice or a game, and the Athletic Trainer (AT) is not on site, it is the coach's responsibility to notify the AT as soon as possible. The AT will determine if the injury needs to be tended to immediately. The coach must follow the Emergency Action Plans given to them at the start of the season if emergency care is needed.
- Athletes must report injuries to their coach when they occur, not to teammates or other personnel in the vicinity. The coach or member of the coaching staff is to notify the AT of the injury, not another student athlete. If the AT does not answer, another staff AT should be called immediately.
- The coach may use their judgment if it is a minor injury and warrants simple first aid. The coach must notify the AT if the injury prevents an athlete from continuing with the activity, or if the athlete requests to see the AT.
- If an injury requires prompt attention, the coach must contact the AT using cell phones or the Athletic Training Room extension. Text messages/emails are discouraged if the injury requires immediate care. **The entire coaching staff should have AT contact information with them at all times, not just the head coach.**
- If an athlete is injured at an away game, please contact us the same day to let us know. Please do not give parents or athletes our personal cell phone numbers without asking us first. Also, please remember to direct them to Care on Demand at Coordinated Health (Urgent Care walk-in facility) and/or our team physician, Dr. Wayne Luchetti if they choose to seek medical attention and they do not have a previously chosen physician.
- If an athlete sees a physician for an injury, they must report to the AT with a note stating a diagnosis, date of injury, restrictions and/or clearance date, and physician signature. **They will not be permitted to participate without a note.** In compliance to the PA State Practice Act for Certified Athletic Trainer's, only a licensed physician (MD or DO), Podiatrist or Dentist can provide an AT with direction in the care/treatment of an athlete. Notes from any other healthcare practitioners will not be accepted.
 - If the athlete reports to the coach with a physician note, it must be forwarded to the AT and/or the School Nurse. The AT must be notified of the athlete's injury/illness.
- If an athlete sustains a head injury, the AT must be notified immediately. The AT will evaluate the athlete using the SCAT5 if symptoms of a concussion are reported/observed. The AT will determine the plan of care, and will follow guidelines set forth in the Standard Operating Procedures and Coordinated Health Concussion Protocol, and under Pennsylvania's Safety in Youth Sports Act.
- **EMERGENCY PROCEDURES FOR AWAY EVENTS:** The host school is responsible for injuries to the visiting team players with the exception of Varsity Football unless stated otherwise in the AT contract. The coach should discuss medical coverage with the opposing school district's coach to be made aware of emergency procedures.
- Copies of the Medical History and Authorization to Treat Forms are provided to the coaching staff. It is the coach's responsibility to assure these forms are at all practices and away games. **The coach must keep the forms in a protected place, NOT the medkit: all medical information is to be kept confidential as per HIPAA. This information, along with the EAP's, must always be present on the field/court/gym if needed in an emergency.**

