

## **Varsity Athletics Center (VAC) and R.W. Beggs Sr. Gymnasium**

### **Emergency Action Personnel**

- A Certified Athletic Trainer (ATC) is in attendance during posted hours. Hours will vary depending upon practice and competition times.
- Athletics staff (Athletic Director, Event Supervisor, Head Coach, Assistant Coaches, Support Staff) and front desk personnel are available for assistance during all VAC operational hours.
- An Athletic Training Student (ATS) may be present only when supervised by ATC.

### **Emergency Communication**

- Telephones are available in lobby of the VAC and also staff offices during hours of operation.
- The Certified Athletic Trainer possesses a cellular phone when on duty.

### **Important Phone Numbers**

Emergency Medical Systems (EMS)	911
Tri-State Ambulance Dispatch	608-784-4997
Gundersen Lutheran Medical Center	608-782-7300
Franciscan Skemp Healthcare	608-782-9760
Gundersen Lutheran Sports Medicine	608-775-8600
Viterbo University Athletics	608-796-3811
Viterbo University Athletic Training Room	608-796-3815

### **Emergency Equipment**

An Automated External Defibrillator (AED) is located in a wall case in the lobby of the VAC. A second AED is located in the Fine Arts Center.

- First aid supplies are housed in the Athletic Training Room.

### **Roles of Emergency Care Team Members**

- First person to scene should administer first aid and immediate care of injured/ill person following appropriate first aid principles. If a bystander is available, send bystander for additional or more advanced personnel. (ATC, Coach)
- If first person to scene is alone, an appropriate assessment of the patient's condition should be made and decision made whether or not to immediately activate EMS. (Any)
- Activate EMS process by calling 911 or police when necessary. (ATC, ATS, Coach)
  - Provide EMS with following information when calling:
  - Identify yourself by name
  - Indicate type of emergency

- Specify your location and telephone number
  - Relay condition/status of victim
  - Indicate type of care being provided
  - Give specific directions to scene of emergency
  - Do not hang up until dispatcher directs you to do so
- Retrieve emergency equipment; appropriate to emergency (ATS, Coach)
- Direction of EMS to the scene
  - Place individual to “flag down” EMS and direct to scene (AD, Event Supervisor)
  - Open appropriate doors and gates (AD, Event Supervisor, Coach)
  - Assist with directing EMS to scene if necessary (AD, Event Supervisor, Coach)
  - Control the scene by keeping non-emergency medical team members away from the scene. (Assistant Coaches)
- Ambulance should approach VAC from Market Street turning south onto Tenth Street, turning west on Winnebago Street and either turning left onto emergency roadway which passes in front of building or, more immediately, to the gym doors on northeast corner of building.

**Storm Safety Location**

The hallway sharing the entrances to the Athletic Training room and numerous locker rooms is the safest location in the event of a violent summer storm.

**Outdoor Athletic Complex (OAC)**

**Emergency Action Personnel**

- A Certified Athletic Trainer (ATC) is in attendance during posted hours only. Hours will vary depending upon practice and competition times.
- Athletics staff (Athletic Director, Event Supervisor, Head Coach, Assistant Coaches) may be available for assistance during VU practices and events.
- An Athletic Training Student (ATS) may be present only when supervised by ATC.

**Emergency Communication**

- A pay telephone is located on the northeast corner of the baseball clubhouse. A second phone is available inside the clubhouse.
- The Certified Athletic Trainer possesses a cellular phone when on duty.

**Important Phone Numbers**

Emergency Medical Systems (EMS)	911
Tri-State Ambulance Dispatch	608-784-4997
Gundersen Lutheran Medical Center	608-782-7300

Franciscan Skemp Healthcare	608-782-9760
Gundersen Lutheran Sports Medicine	608-775-8600
Viterbo University Athletics	608-796-3811
Viterbo University Athletic Training Room	608-796-3815
Weather Service	608-784-8292

### **Emergency Equipment**

- The only first aid supplies available at the OAC are within the athletic training kits dispensed to each VU athletic team. It is the responsibility of the coaching staff to insure the kit is available in the event of an injury or illness.

### **Roles of the Emergency Care Team Members**

- First person to scene should administer first aid and immediate care of injured/ill person following appropriate first aid principles. If a bystander is available, send bystander for additional or more advanced personnel. (ATC, Coach)
- If first person to scene is alone, an appropriate assessment of the patient's condition should be made and decision made whether or not to immediately activate EMS. (Any)
- Activate EMS process by calling 911 or police when necessary. (ATC, ATS, Coach)
  - Provide EMS with following information when calling:
  - Identify yourself by name
  - Indicate type of emergency
  - Specify your location and telephone number
  - Relay condition/status of victim
  - Indicate type of care being provided
  - Give specific directions to scene of emergency
  - Do not hang up until dispatcher directs you to do so
- Retrieve emergency equipment; appropriate to emergency (ATS, Coach)
- Direction of EMS to the scene
  - Place individual to "flag down" EMS and direct to scene (AD, Event Supervisor)
  - Open appropriate gates (AD, Event Supervisor, Coach)
  - Assist with directing EMS to scene if necessary (AD, Event Supervisor, Coach)
  - Control the scene by keeping non-emergency medical team members away from the scene. (Assistant Coaches)
- Ambulance may approach OAC from the north or south on Highway 16.

### **Storm Safety Location**

- The safest locations for shelter, depending on the type of storm, are either the baseball clubhouse or any fully enclosed motor vehicles that may be at the OAC.