SUNY Cobleskill Sport and Exercise Department
Emergency Action Plan

A SERIOUS INJURY:

IS ANY CONDITION WHEREBY THE ATHLETE'S LIFE MAY BE IN DANGER OR RISKS PERMENANT IMPAIRMENT. THESE INJURIES INCLUDE BUT ARE NOT LIMITED TO: CERVICAL SPINE INJURIES, HEAD INJURIES, LOSS OF LIMB, SERIOUS BLEEDING, SHOCK, SERIOUS FRACTURES, HEAT STRESS AND CARDIOVASCULAR ARREST.

These emergency procedures are applicable at the following locations at SUNY Cobleskill: Baseball Field, Softball Field, Soccer Fields, Lacrosse Fields, Fake Field, Tennis Courts, Bouck Hall Swimming Pool, Bouck Gym, Bouck Multipurpose room, and Bouck Ballroom.

Golf has venue specific instructions.

Emergency Personnel: NATA Certified and New York State Licensed Athletic Trainer(s) and Coach(es) are on site for practice and competition. EMS available by calling 911. The athletic training staff is certified by the American Red Cross in Responding to Emergencies and CPR/AED for the Professional Rescuer.

SUNY Cobleskill Athletic Training Staff: must be aware of any emergency that has occurred within the Sport and Exercise Department and its members.

Athletic Training Full-Time Staff

Head Athletic Trainer: Mary Irving Office: 518-255-5126, Cell: 518-231-4883,

Local Emergency Information:

University Police: 518-255-5555
Cobleskill Police (non-emergency): 518-234-2111
Local Fire Department: 911
Local EMS: 911
State Police: 911, 518-234-3131(Middleburgh, NY)
Poison Control Center 800-222-1222

LOCAL HOSPITALS
Emergency Communication: Athletic Training Room Number: 518-255-6236. Phones will be on site with certified athletic trainer during practices and events. Coaches should also carry a cell phone for all on campus practices and away contests.

When using campus phones you must dial 8 to get an outside line, then number. Local EMS is 911. Dial 5555 for emergencies using a campus phone. Dial 518-255-5555 if using a cell phone. Campus University Police has direct dispatcher with local EMS.

Emergency Equipment: Supplies (AED, Oxygen, Spine Board, Cervical Collar, Crutches, Splint Bag, First Aid Kits, and OSHA Materials) located on field and gymnasium with the home team and certified athletic trainer. Additional emergency equipment is accessible from the athletic training facility in Bouck Hall.

ROLE OF FIRST RESPONDERS

1. Immediate care of the injured or ill student athlete.
   - Check ABC’s, Severe Bleeding, and Levels of Consciousness.
   - Notify athletic training room immediately via phone.
   - Begin Rescue Breathing / CPR if needed or necessary first-aid care
   - If spine board is needed, or an ambulance is necessary, send a coach to call 911. If splinting is not possible, stabilize and comfort athlete until EMS arrives. NOTE: If cervical injury is suspected and individual is breathing and/or conscious, and ambulance response time is short, instruct victim to remain motionless until more qualified personnel (EMS) arrive.

2. Activation of Emergency Medical System (EMS)
   - Call 911
   - Name of individual making call
   - Give telephone number (Athletic Training Room or Cell Phone)
   - Number of Injured Athletes
   - Condition of Injured Athletes
   - First Aid Treatment being given
   - Specific location of emergency. Give athletic field site. (See venue directions, include street names and how to access sites)
   - Other information as requested
   - Notify Campus University Police at or dial from a campus phone or channel 2 on radio (if radios are being used)
3. Direction of EMS to Scene (See attached venue directions)

Open appropriate gates
Designate individual to "flag down" EMS and direct to scene.
Scene Control: Limit scene to first aid providers and move bystanders away from area.

4. Emergency Equipment Retrieval, Documentation and Debriefing, Post-follow up arrangements as necessary.

Athletic Training Staff must be notified of all emergencies within the athletic department.

Student Health Services must be notified for any NON-ATHLETIC injuries or illnesses or medical emergencies occurring on campus.

AFTER HOURS

In the event of an emergency after office hours, the following plan should be initiated:

Call 911 and go to the nearest hospital. If you live on campus, contact your dorm’s RA and University Police. Notify athletic training staff of Emergency: Athletic Trainers: Mary Irving or Kyle Liang.

Contact your head coach/staff and a family member (if necessary).

VENUE DIRECTIONS

2. Bouck Hall Gymnasium (volleyball, basketball), Bouck Ballroom, Varsity Fitness Center, Swimming Pool & Athletic Training Room (Located in Basement). Located at the corner of Schoharie Parkway South and Schenectady Avenue.

3. Field House, Tennis Courts, Lacrosse, and Soccer Fields. Enter School on MacArthur Ave and Take Schoharie Parkway South to the field house parking lot located on the left. Enter Field house from the back entrance. For fields proceed through the parking lot back along the tennis courts. This will drop you off at the tennis courts on the right or the soccer and lacrosse field in the back. In the field house (closed to the parking lot) there is a first aid kit on the wall, AED, land line and an EAP. In the event that the phone does not work in the field house the Coach(s) should have access to a cell phone and follow the EAP directions and apply them to the field house in case of an emergency.

4. Baseball field: Take Schoharie Parkway South to Knapp Circle. At bus stop – drive down the pedestrian walkway. The Baseball Field is on the right. The Track is on the right past the Baseball Field; the Softball Field is
behind the Track.

4. Golf  Due to the varying number of golf courses that the men and women play at, coach will notify EMS, Clubhouse, and SUNY Cobleskill Athletic Training Room of situation that has arisen. They will follow the EAP on which course they are playing. The coach should have at all times the SUNY Cobleskill Athletics EAP with important phone numbers. And also carry all athletes’ emergency numbers and insurance information. In the event of an emergency with a coach or athlete, the athletic training room staff needs to be notified.

RELATED EMERGENCY SITUATIONS

Fire

In case of fire, follow these instructions:

1. Evacuate building immediately by following nearest exit sign. 2. Exit in a calm and orderly fashion through nearest fire exit. 3. Call 911 4. If smoke is present, crawl low to escape. 5. If you cannot escape, stay in room, stuff door cracks and vents with wet towels or clothes. 6. Call 911 and let dispatcher know your location.

Poisoning

1. Check scene to make sure it is safe 2. Remove victim from source of Poison 3. Check for life threatening situation 4. If victim is conscious, ask questions to get more information. 5. Look for poison container and take it with you to telephone 6. Call Poison Control Center or 911 7. Give care according to directions of PCC or 911. 8. Find out what type of poison did the victim ingest 9. How much poison did victim ingest? 10. When did the poisoning take place?

CATASTROPHIC INJURY – CRISIS MANAGEMENT PLAN

Call 911 or University Police – 518-255-5555
Contact: Director of Athletics – Kevin McCarthy (518)231-4863 (518) 234-2492 or Vice President to Student Development – Steve Ackerknecht (518)231-2633

Contact/update sport staff if not yet familiar with situation
Contact family by appropriate individual (use assistance as needed):
   Establish hospital contact person
Complete documentation of events include everyone involved with signatures
Collect and secure all equipment and materials involved
Construct a detailed time line of events related to the incident
Involve appropriate counseling and ministerial personnel
Assign athletic staff member to be with family at all times upon arrival;
assist family as needed; protect from outside persons
Critical incident stress debriefing/ counseling as necessary for
individuals involved in incident

INCLEMENT WEATHER PROCEDURES

GENERAL POLICY

1. Decision to Start Contest:
   - Regular season competition – rests with SUNY Cobleskill’s
     administration, which will confer with coaches, game officials,
     visiting team administration (if present) and SUNY Cobleskill’s
     athletic trainer(s).
   - NEAC post season competition – rests with host AD/visiting AD
     representative.
   - NCAA post season competition – rests with NCAA representative.
2. Decision to Suspend and Resume Contest: Rests with game official(s).
   Game officials are expected to confer with SUNY Cobleskill’s
   administration, visiting team administration (if present), coaches and
   SUNY Cobleskill’s athletic trainer(s). If play is stopped due to lightning,
   the game should not be resumed until after 30 minutes has passed
   since the last sound of thunder and/or lightning strike.
3. Decisions made Independent of Competitive Advantage: The safety of
   the participants and the spectators is the highest priority. Factors to be
   considered are travel issues such as distance, expenses, missed class
   time, severity of weather conditions, immediate weather forecast and
   playing-field conditions.

Lightning Safety Guidelines

1. Designated Spotter: SUNY Cobleskill’s athletic trainer (or game
   supervisor) – NOT a game official or coach. Responsible for monitoring
   weather reports (www.weather.gov) and employing the “Flash-to-Bang”
   method (as a minimum, by the time the spotter observes 30 seconds
   between seeing the lightning flash and hearing its associated thunder,
   all individuals should have reached a safer structure or location). The
   game supervisor is responsible for facilitating the best route to safety.
2. Safer Structure/Location:
   - All outdoor sports (including indoor track) – are to go to the Field
     House for shelter (unless Bouck Hall is closer). Any coach will have
     the key.
   - The Softball and Baseball dugouts may be used a temporary shelter
     as both structures including the scoreboard are grounded.
Areas near metal (such as light poles, towers and fences) are NOT safe and can carry a nearby strike to people. If your skin tingles or your hair stands on end, squat low to the ground on the balls of your feet, place your hands on your knees with your head between them, make yourself the smallest target possible and minimize contact with the ground.

3. Lighting Strike/Emergencies: Avoid using landline telephones unless necessary. If someone is struck by lightning, call 911. People struck by lightning do NOT carry an electrical charge and it IS safe to give CPR (cardiopulmonary resuscitation aka “mouth to mouth”). AED’s (Automatic external defibrillators) are also effective, but CPR should never be delayed while searching for an AED.

HEAT INDEX / HIGH HUMIDITY

During summer and early fall and late spring, high temperatures and high humidity are present. It is important that we make ourselves aware of the dangers of this situation to prevent heat exhaustion and/illness.

1. If temperatures range from 80 degrees to 90 degrees, fatigue is possible with prolonged exposure.

2. Between 90 and 105 degrees, sunstroke, heat cramps, and heat exhaustion are possible.

3. When heat index climbs to 105 to 130 degrees sunstroke, heat cramps, and heat exhaustion are likely and heat stroke is possible with prolonged exposure.

4. At 130 degrees or higher sunstroke or heatstroke are highly likely with continued exposure to sun.

5. If heat index reaches 105 and 130 extreme caution must be taken and practice(s) may be postponed to a cooler part of day (6-10 am, or 4-7 pm).

During periods of high heat/humidity, the following procedures should be used to determine playability for practices and games:
Heat and humidity levels will be assessed through available weather reporting services such as weather.com, and a digital sling psychrometer will be used to confirm heat and humidity levels prior to and during practices and competitions.

If the index reaches stage of danger, practices will be modified or moved to indoor location.
In the event that an athlete suffers a heat illness, athlete will be removed from practice, administered first aid to reduce body temperature. If ice
packs do not reduce high temperature, Emergency services shall be contacted and the athlete will use ice immersion if available. Water breaks should be given to the athletes once every 15 minutes during any caution stage or greater (see heat index).

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Likelihood of Heat Disorders with Prolonged Exposure or Strenuous Activity
- Caution
- Extreme Caution
- Danger
- Extreme Danger
Cold Weather Policy

For practice and competition, conditions should constantly be evaluated for change in risk. If conditions worsen during competitions, the on-site administrator and athletic trainer will decide if the competition should continue, be postponed or suspended. The following will be used in determining playability:

A. The NEAC cold weather policy is applicable to all home events including practices and conference/non-conference scrimmages and competitions.

B. The wind chill temperature guidelines which are listed below should be used to determine play ability. For practice and competition, conditions should constantly be evaluated for change in risk. If conditions worsen during competitions the on-site administrator and athletic trainer, in conjunction with the game officials will decide if the competition should continue, be postponed or suspended. The below chart and/or formula can be used to calculate wind chill temperatures. The Kestrel 3000 Pocket Weather Meter has been shown to give accurate wind chill temperature readings. In the absence of a weather meter, Accuweather ‘‘RealFeel’’ is another valuable source for determining safe playing temperatures.

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<th>Competition/Practice Modifications</th>
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<td>Risk</td>
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| Low Risk | 30°F and above | -Participation in all outdoor activities is allowed with appropriate clothing by all participants.  
-Pay certain attention to wet conditions since transfer of body heat is much greater in water.  
Hypothermia can occur in wet conditions when the temperature is above 30°F.  
-Increase caloric intake since cold exposure requires more energy from the body.  
-Increase fluid intake since cold suppresses the thirst reflex. |
| Moderate Risk | 30°F to 21°F | -Additional protective clothing should be worn by all participants.  
-Provide re-warming |
<table>
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<tr>
<th>Facility</th>
<th>Temperature</th>
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<tr>
<td>High Risk</td>
<td>20°F to 11°F</td>
<td>Participation outdoors is allowed for 2 sessions of 45 to 60 minutes. -10 minute warming period must be provided in between each session. -Abbreviated introductions are advised during games. -Multiple layers of additional protective clothing should be worn by individuals. -Bench players should be provided coats to add extra layers of warmth since they are not moving and are more vulnerable to Cold Injury.</td>
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<td>Extreme Risk</td>
<td>10° and below</td>
<td>Termination of all outdoor activities.</td>
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Wind Chill (°F) = 35.74 + 0.6215T - 35.75(V^{0.16}) + 0.4275T(V^{0.16})

Where, T = Air Temperature (°F) V = Wind Speed (mph)

Effective 11/01/01
SUNY Cobleskill Campus Policy regarding cancellation of classes and closure

The State University of New York at Cobleskill is a residential community and must stay open at all times. Only the Governor has the authority to close the campus. However, there are occasions when a weather emergency will create the need for:

- **Cancellation of classes**
- **Early dismissal or delayed start of classes**

In all cases, employees and students must use their best judgment in determining their own safety when traveling to and from the campus. Leave accruals must be charged unless the governor officially closes the campus.

The official decision and notification to declare a weather emergency will be made by the president or his designee in consultation with the Director of Facilities Management as necessary. Normally, Steven Ackerknecht, Vice President for Student Affairs will be the designee.

The Vice President for Student Affairs will place an appropriate weather-related message on campus e-mail, campus voice mail system and campus Weather Emergency Hotline 255-6000 whenever possible.

The weather emergency announcement will be broadcast over the following channels which are associated with the “School Closing Network.”

- Capital News 9
- WNYT TV (13)
- WRGB TV (6)
- WTEN TV (10)
- WXXA TV
- WRVE The River
- WGY 810 AM
- WYJB B95.5
- WFLY 92

Despite our best efforts, a class cancellation notice for SUNY Cobleskill may get listed among the “school closings” on radio and television stations. Be reminded that this normally means only that classes are cancelled, not that the campus is closed. If campus was closed by the Governor, we would communicate that via voice mail system and campus email.