# EMERGENCY PROCEDURES

## UWA Key Medical Personnel & Emergency Contacts

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Work Phone</th>
<th>Home Phone</th>
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</thead>
<tbody>
<tr>
<td>Dee Outlaw</td>
<td>Director of Athletics</td>
<td>(205) 652-3785</td>
<td>(205) 655-2221</td>
</tr>
<tr>
<td>Brad Montgomery, MAT, ATC</td>
<td>Head Athletic Trainer</td>
<td>(205) 652-3696</td>
<td>(205) 652-6821</td>
</tr>
<tr>
<td>Karen S. Straub, MS, ATC</td>
<td>Associate Athletic Trainer</td>
<td>(205) 652-3452</td>
<td>(205) 369-4285</td>
</tr>
<tr>
<td>Mike Smith, MS, ATC</td>
<td>Assistant Athletic Trainer</td>
<td>(205) 652-3509</td>
<td>(864) 201-3616</td>
</tr>
<tr>
<td>R. T. Floyd, EdD, ATC</td>
<td>Director of Athletic Training &amp; Sports Medicine</td>
<td>(205) 652-3714</td>
<td>(205) 652-6185</td>
</tr>
<tr>
<td>Athletic Training Graduate Assistants’ Office</td>
<td>Graduate Assistants Athletic Training</td>
<td>(205) 652-3451</td>
<td>Elliott Carter (601) 595-5800</td>
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<td></td>
<td></td>
<td>(205) 652-3489</td>
<td>Jeremy Criscuolo (203) 623-9534</td>
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<td></td>
<td></td>
<td></td>
<td>Matt Dalrymple (256) 394-8319</td>
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<td>Bruno Sudito (518) 928-9878</td>
</tr>
<tr>
<td>William R. Simpkins, M.D.</td>
<td>Team Physician</td>
<td>(205) 652-2686</td>
<td>(205) 652-2208</td>
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<tr>
<td>James R. Andrews, M.D.</td>
<td>Team Orthopaedist</td>
<td>(205) 930-0061 or 939-3000</td>
<td>(205) 871-2628 car phone (205) 936-8203</td>
</tr>
<tr>
<td>Richard Sanders, M.D.</td>
<td>Medical Director, Team Orthopaedist</td>
<td>(205) 930-0061 or 939-3000</td>
<td>(205) 991-0718</td>
</tr>
<tr>
<td>Lyle Cain, M.D.</td>
<td>Team Orthopaedist</td>
<td>(205) 930-0061 or 939-3000</td>
<td>(205) 568-4133</td>
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<tr>
<td>Renee’ Riley, M.D.</td>
<td>Orthopaedic Fellow</td>
<td>(205) 930-0061 or 939-3000</td>
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<tr>
<td>Craig Rubenstein, M.D.</td>
<td>Family Practice/Sports Medicine Fellow</td>
<td>(205) 930-0061 or 939-3000</td>
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</tr>
<tr>
<td>Other numbers to contact team physicians in Birmingham</td>
<td>Alabama Sports Medicine &amp; Orthopaedic Center</td>
<td>(205) 939-3000 or 930-0061 after hours number (205) 930-7044</td>
<td>Surgery viewing room (205) 930-7407</td>
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<tr>
<td>HEALTHSOUTH Medical Center</td>
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<td>(205) 930-7000</td>
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<tr>
<td>Darrell Hoggle, DMD</td>
<td>Team Dentist</td>
<td>(205) 652-7114</td>
<td>(205) 652-2269</td>
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<tr>
<td>T. C. Looney, DMD</td>
<td>Team Dentist</td>
<td>(205) 652-9521</td>
<td>(205) 652-7731</td>
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<tr>
<td>Ambulance Service</td>
<td>City of Livingston Ambulance Service</td>
<td>911</td>
<td>(205) 652-9525</td>
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<tr>
<td>Police Department</td>
<td>City of Livingston Police Department</td>
<td>911</td>
<td>(205) 652-9525</td>
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<tr>
<td>Campus Police</td>
<td>UWA Campus Police</td>
<td>(205) 652-3682</td>
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<tr>
<td>Local Hospital</td>
<td>Hill Hospital, York, AL</td>
<td>(205) 392-5263</td>
<td></td>
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<tr>
<td>Jason Hughes</td>
<td>Sports Information Director</td>
<td>(205) 652-3596</td>
<td>(205) 652-6106</td>
</tr>
<tr>
<td>Kathy Truelove</td>
<td>Football/Athletic Training Secretary &amp; Insurance Claims</td>
<td>(205) 652-3483</td>
<td>(205) 652-3483</td>
</tr>
<tr>
<td>Penny Dew</td>
<td>Athletic Department Secretary</td>
<td>(205) 652-3784</td>
<td>(205) 652-7977</td>
</tr>
<tr>
<td></td>
<td>Homer Field House Athletic Training Room</td>
<td>(205) 652-3450</td>
<td>1-800-621-7742 in state</td>
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<td></td>
<td>(205) 652-3263</td>
<td>1-800-621-8044 out of state</td>
</tr>
<tr>
<td></td>
<td>Pruitt Hall Athletic Training Room</td>
<td>(205) 652-3455</td>
<td>1-800-621-7742 in state</td>
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<td></td>
<td></td>
<td>(205) 652-3403</td>
<td>1-800-621-8044 out of state</td>
</tr>
<tr>
<td>Football Practice Field</td>
<td>Call UWA Physical Plant</td>
<td>(205) 652-3601</td>
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<tr>
<td>Baseball Complex</td>
<td>Tarrt Baseball Field</td>
<td>(205) 652-2579</td>
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<tr>
<td>Softball Complex</td>
<td>UWA Softball Complex</td>
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<tr>
<td>Rodeo Complex</td>
<td>Don C. Hines Rodeo Complex</td>
<td>(205) 652-4100</td>
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<tr>
<td>Fax Numbers</td>
<td>Athletics, Sports Information, &amp; Athletic Director</td>
<td>(205) 652-3600</td>
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</tr>
<tr>
<td>Fax Number</td>
<td>Athletic Training &amp; Football</td>
<td>(205) 652-3799</td>
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Athletes to the Hospital

Athletes that need immediate attention by the hospital or the team physician should be transported to Hill Hospital in York, Alabama. Upon arrival the attending athletic trainer should notify the nurse on duty of the problem. The nurse will then contact the team physician and/or the x-ray technician. The attending athletic trainer should make himself/herself available to talk with the physician if necessary unless he is needed to help care for the athlete. The attending athletic trainer should keep in mind that he is not finished with his/her job because he/she has delivered the athlete to the hospital. DO NOT leave the athlete until the hospital staff and physicians are in control of the situation and you have been relieved. The attending athletic trainer is responsible for the athlete’s equipment and clothing. He or she should bring the equipment and clothing, back to the university and place it in the athlete’s locker and then deliver the personal clothes to the athlete. The attending athletic trainer is to report to their supervising athletic trainer, as soon as he or she is no longer needed at the hospital.

Road Trip Emergency Medical Procedure

Whenever traveling with a university athletic team and an athlete requires hospitalization or a physician's attention, you should always adhere to the following procedure.

1. If at all possible, wait until you reach Livingston before seeking medical attention. However, the athlete’s health and well being is most important. If you are in doubt, quickly seek the closest medical attention. Always err on the side of good judgment.
2. If you are near the opponent's hometown, always seek help from the opponent's athletic trainer and team physician, if possible.
3. Always introduce yourself to the opponent’s athletic trainer and/or team physician before the athletic contest begins. If an emergency arises, they will already be familiar with you.
4. Always offer your services to an injured opponent, even if you are at his home facility. In certain situations you may be the most knowledgeable in the area of sports medicine if the opponent does not have an athletic trainer or physician present. Never force yourself or your services on an injured opponent; leave the decision to them and their coach.
5. Always carry insurance and medical history information on your athletes in your kit.
6. Whenever our athletes need medical attention out of town, first file all bills to his/her insurance, then any subsequent bills should be charged to the athlete at his/her home address. Copies should be sent to the head athletic trainer at the university’s address (UWA, Station #14, Livingston, AL 35470).
7. Contact the head athletic trainer as soon as possible if the injury is serious. The head athletic trainer may then contact the athlete's parents and/or spouse.
8. Attending athletic trainers may stay with the injured athlete at the hospital if necessary. This should not be done unless there are other university athletic trainers to cover potential injuries of the remaining team members. There is always the possibility of a more serious injury to another team member.
9. If the head or other staff athletic trainers cannot be reached by telephone, then the student athletic trainer should leave his/her number with the University Campus Police and have them locate a staff athletic trainer as soon as possible.
10. Only medical treatment that is absolutely necessary should be administered by non-university medical personnel; if possible, all secondary medical treatment should be handled by the university medical staff.

Emergency Procedure at Home Competitions or Practices

The highest ranking athletic trainer stays with the injured athlete until transportation is complete or the situation is turned over to EMT’s and/or team physician(s). This procedure applies to potential serious head injuries, potential spinal cord injury, vertebral fractures and dislocations, heat stroke victims, cardiac patients, any unconscious athlete, any athlete with convulsions, or any serious unstable condition. It is the responsibility of the other athletic trainers to quickly find out as much as possible about the involved athlete and his condition before departing with the athlete to the medical facility. This is important, as he/she will need to relate this information to other medical personnel. Each and every UWA athletic trainer should make themselves aware of the surroundings in relation to emergencies upon arrival at every practice to look for potential injury situations that can be prevented. Each UWA athletic trainer has a responsibility if an emergency arises. Once it is determined that the EMS system must be activated, attempt to help by doing one of the following things:

1. The athletic trainer should always try to remain calm in any crisis; also as the athletic trainer approaches the injured athlete he/she should quickly examine the scene and secure it before trying to help the athlete.
2. With the scene secure the athletic trainer should try to talk to the athlete. If the athlete is unresponsive then the athletic trainer should assume that the athlete has at least a head or spinal injuries and secure the c-spine. If other
athletic trainers are present the athletic trainer with the most seniority will aid in the evaluation, also another athletic
trainer will go and activate the local EMS unit only at the request of the senior athletic trainer (on the scene).

3. The athletic trainer holding the c-spine should be able to check or conduct a primary survey checking the airway,
breathing, and circulation. The other athletic trainer(s) should start gathering information about the injury from
other players or witnesses.

4. If the athlete is conscious and coherent the assisting athletic trainer should question the athlete about his/her
injury, i.e., what happened or what were you doing when, etc. The assisting athletic trainer should do a secondary
survey while the athlete is talking.

5. If possible find if the athlete has any predisposing factors, i.e., diabetes, previous heat problems, etc. Also, if the
injury is not head or spinal cord related the athletic trainer holding the c-spine may release it only after permission
from the most senior athletic trainer on site.

6. The athletic trainer should always be aware of the possibility of the athlete going into shock at any time after an
injury no matter how minor the injury may appear, and the athletic trainer must be prepared to manage it. The
athlete should not be moved under most circumstances with the exception of heat illness.

7. The athletic trainers evaluating and attending to the athlete should stay with the athlete and wait for the ambulance
to arrive and transport the athlete. Another athletic trainer should go to the entrance of the practice area and wait
for the ambulance to arrive and direct them to the scene. When the ambulance arrives, one of the athletic trainers
will relay all information including vital signs, evaluation results, and any special problems to the EMT’s. Another
athletic trainer should get the insurance and medical history information of the athlete. The athlete's insurance
information is to be taken to the hospital by the athletic trainer riding with the athlete on the ambulance.

8. One athletic trainer is to ride in the ambulance with the athlete to the health care facility. Another will get the state
vehicle and follow the ambulance to the hospital.

9. Always have someone contact the head athletic trainer or one of the senior athletic trainers immediately if they are
not on site.

10. Never leave the scene unless another athletic trainer is on site to monitor the remaining athletes as the practice or
game continues.

11. If it is a visiting team, assist the attending visiting athletic trainer however they deem appropriate without breaking
the above actions.

Volleyball, Men's and Women's Basketball Emergency Procedures (Pruitt Hall)

1. The athletic trainer(s) should evaluate the injured athlete. If there is an emergency then one of the athletic trainers
should go to the Pruitt Hall Athletic Training Room and call the local EMT’s and give them the emergency
information. They should also call the head athletic trainer or one of the senior athletic trainers and inform them of
the situation.

2. While one athletic trainer is calling for help, the other attending athletic trainer should be doing a primary survey. If
the injury is not believed to be a head or spinal injury, then the attending athletic trainer should perform a
secondary survey. The athletic trainer who called 911 should report back to the attending athletic trainer and then
go outside and wait for the ambulance and EMT’s to arrive.

3. Any other athletic trainer in attendance should stay around the scene, identify themselves and offer assistance.
The attending athletic trainer(s) should always be prepared to treat them for shock at any time after the injury and
should know the best way to manage it. At any time after the head athletic trainer and/or senior athletic trainer(s)
arrive at the scene the attending athletic trainer should be willing to turn the athlete over to them with all of the
information collected thus far.

4. When the ambulance arrives at the gymnasium the athletic trainer waiting on them will lead them, via the
established EMS route, to the injured athlete and help them in any way possible. When the EMT’s arrive at the
scene the attending student athletic trainer should give them the vital signs and all of the background information
about the athlete. Also, a copy of the athlete's insurance form and emergency information should be provided and
be prepared to leave with the athlete in the ambulance.

Location of all phones
Phones for emergency actions are available for the following sports at the following locations in the event that an onsite
cellular phone is not accessible:

1. Pruitt Hall Gymnasium: phone access in Pruitt Hall is located in Room #28 (PE Office) or #32 (athletic training
room).

Hours of normal operation of key personnel
The UWA Athletic Training & Sports Medicine Center is open in the Fall Semester from 6:30am until 6:30pm, Monday through Friday. During the Spring Semester, the athletic training room will be open from 7:00am until 5:30pm. Additionally, the athletic training room will be open from 8:00am until 10:00am every Saturday during the Fall Semester. Regular treatment times for UWA athletes will be from 6:30am until 8:00am in the Fall, 1:00pm until 3:00pm, and 5:00pm until 6:30pm. In the spring, the times will be from 7:00am until 8:00am, 1:00pm until 5:30pm. Any other treatment time for UWA athletes will be scheduled at the discretion of the attending athletic trainers.

Dr. William R. Simpkins, Local Team Physician, will be open Monday through Friday from 9:00am until 12:00 and 3:00 pm until 5:00pm, except on Wednesday when his office closes at noon. Any need of an athlete to see the physician will be handled through the athletic trainers and referred to Dr. Simpkins. Usually, clinic for all university students is from 12:30pm until 1:30pm at his office.

Alabama Sports Medicine and Orthopaedic Center is open Monday through Friday from 9:00am until 5:00pm. Arrangements for visits with any of the physicians will also be made through the athletic trainers.

The physician’s clinic provided by the Alabama Sports Medicine and Orthopaedic Center will be performed by Dr. Lyle Cain and the fellows of Dr. James R. Andrews and Dr. William G. Clancy. The clinic will be on every Wednesday during the Fall Semester from 9:00am until 11:00am. During the Spring Semester, clinic will be on every other Wednesday from 9:00am until 11:00pm. All athletes with injuries or injury follow-up will be scheduled during these times for evaluation.

When EMS is on site

The City of Livingston Ambulance Service will be on site during all UWA home football games. Additionally, they will be present during all sanctioned UWA rodeo events (athletic and fund-raising).

Insurance info and medical history on hand for all students in kits both home and away

Each athletic training student assigned to work a varsity athletic sport is required to carry a copy of each individual athlete’s insurance and medical information with them to practices and events both home and away. Also, each student will take a listing of all pertinent numbers to contact in case of emergency.

Football will always have a copy of the medical information and insurance of each student athlete permanently stored in the white travel trunk with easy access for all to acquire if necessary.

The cheerleaders and dance team (Scat Cats) coach or supervisor will also carry a copy of their insurance and medical information with them when they are traveling or attending events without the accompaniment of a UWA student or staff athletic trainer.

Who is notified when a catastrophic event occurs: administrator, parents, coach

Whenever a catastrophic accident, emergency situation, severe or fatal injury occurs, the attending staff athletic trainer will contact the following parties, in the following order: Other athletic training staff members, the athletic director, head coach of that sport, and the parent or guardian noted as the emergency contact on the student-athlete’s medical information.

If the attending athletic trainer is a graduate assistant or student, they should first contact the head athletic trainer or the director of sports medicine. If they are unable to reach either one of these people, they should contact the assistant athletic trainer. Following contact with one of the athletic training staff members, they should be ready to follow any instruction deemed important by the attending staff member.

Keys to all athletic gates and who needs one

In case of emergency at a location with the potential for locked gates, a single person, denoted by the athletic director, will be responsible for having access to a key to unlock any gate or door that may hinder the prompt emergency care of a student athlete. This representative must be someone who is available at all times at each of these venues (usually the head or assistant coach).

Location of all phones

Phones for emergency actions are available for the following sports at the following locations:

1. Pruitt Hall Gymnasium: phone access in Pruitt Hall is located in Room #28 (PE Office) or #32 (athletic training room). Additionally, there is a pay phone located on the left-hand side of the main entrance to the gymnasium.

ATC availability

A certified member of the athletic training staff (usually two) will always be present at all home and away UWA football practices, games, travel, and required out of season activities except weight lifting. During weight lifting a certified staff member will be on duty in the athletic training room directly up stairs from the weight room.
A certified athletic trainer will be on duty in the athletic training room from 7:00am until ~6:30pm each day throughout the fall and spring semesters. Additionally, certified athletic trainers will be at several practices throughout each week for all sports other than football.

Also, there will always be a certified member of the athletic training staff at all home contests, whatever the sport.

**Physician availability**

Dr. William R. Simpkins, family practice team physician, will be available on Monday, Tuesday, Thursday, and Friday from 9:00am-12:30pm and 3:00-5:00pm, and on Wednesday from 9:00am until 12:30pm for referral of our athletes. He is also available to reach by phone at home by phone at any time not specified by the above times.

Our Medical Director, Dr. Lyle Cain, and our other team orthopaedists, as well as fellows of Dr. James R. Andrews and Dr. William Clancy, will be available for patient evaluation and follow-up on each Wednesday of the fall semester and every other Wednesday of the spring semester from 9:00-11:00am. Additionally, they will be in attendance at all home and away football contests. One of the fellows will also be in attendance at our home rodeo contests.

Dr. James R. Andrews and Dr. Lyle Cain will be available for referral and evaluation at Health South Medical Center in Birmingham, AL on Monday through Friday from 9:00am until 5:00pm.

In an emergency situation, an athlete can be transported to either Hill Hospital in York, AL, Rush Foundation Hospital, Riley Memorial Hospital, or Jeff Anderson Regional Medical Center, all of Meridian, MS.

On occasion, an athlete may be transported to DCH Regional Medical Center in Tuscaloosa, AL.

In a dental emergency, Dr. Darrell Hoggle or Dr. T.C. Looney, of Livingston, AL will see our athletes. Their offices will be open from 9:00am until 4:30pm Monday-Friday. They can also be reached at home for any referral outside of regular office hours.
Plan for access to Pruitt Hall Gymnasium & Athletic Training Room

- Ice Room and Concession
- Visitor Dressing Room #32
- Visitor Dressing Room #33
- MBK Locker Room #29 A
- PE Staff Offices #28
- WBK Locker Room #29 B
- PE Classroom #30
- MBK Dressing Room #31
- Pruitt Hall Athletic Training Room #32
- PE Staff Offices #28
- WBK Locker Room #29 B
- PE Classroom #30
- MBK Dressing Room #31
- Pruitt Hall Athletic Training Room #32
- Visitor Dressing Room #33