



Coach Handbook

A Guide of Policies and
Procedures for Coaches

CJ Rosenborough, MS, LAT, ATC

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CHILDREN'S HOSPITAL COLORADO

SPORTS MEDICINE CENTER

Our Mission

To improve the health of children, through the provision of high quality, coordinated programs of patient care, education, research, and advocacy.

Our Vision

Children's Hospital Colorado will be the leader in providing the best healthcare outcomes for children. We will be the driving force, in partnership with others, in providing children and their families with an integrated pediatric healthcare delivery system. We will be a national leader in pediatric research and education.

Our Values

For a child's sake... we are a caring community called to honor the sacred trust of our patients, families and each other through humble expertise, generous service and boundless creativity... this is the moment.

CHILDREN'S HOSPITAL COLORADO

Orthopedics Institute Staff

Name:	Title:	Specialty:
Kristina Wilson, MD	Academic - Assistant Professor Medical Director of Jefferson County School District	Sports Medicine Orthopedics
Jay Albright, MD	Surgical Director Academic - Assistant Professor Medical Director of Pride Soccer Team Physician for Mountain Range HS	Sports Medicine Orthopedic Surgery
Curtis Vanderberg, MD	Academic - Assistant Professor Team Physician for Horizon HS	Sports Medicine Orthopedic Surgery
Julie Wilson, MD	Medical Director of Real Colorado/Real Edge Medical Director of Colorado Rush Director of the Concussion Program Academic - Assistant Professor	Sports Medicine Orthopedics Concussion
Emily Sweeney, MD	Director of Quality Improvement Academic - Assistant Professor Team Physician for Elizabeth HS	Sports Medicine Orthopedics Concussion
Aubry Armento, MD	Academic - Assistant Professor Team Physician for Northglenn HS	Sports Medicine Orthopedics Concussion
Stephanie Tow, MD	Team Physician for Pride Soccer Academic - Assistant Professor	Sports Medicine Pediatric Rehab Medicine Pediatric Pan Medicine
Jordan Fink, PA-C	Physician Assistant for Dr. Albright	Sports Medicine Orthopedics
Benjamin Seaton, PA-C	Physician Assistant for Dr. Vanderberg	Sports Medicine Orthopedics

Sports Medicine Center Specialists

Name:	Title:	Specialty:
Brittney Millet, MS, LAT, ATC	Concussion Program Coordinator	Sports Medicine Orthopedics Institute
Amanda McCarthy, MS, RDN, CSSD	Sports Dietician	Sports Medicine Orthopedics Institute
Stephanie Wilson	Sports Dietician	Sports Medicine Orthopedics Institute Eating Disorders

Sports Medicine Center Managers

Name:	Title:	Specialty:
Dennis Coonan, MSE, LAT, ATC	Sports Medicine Center Program Manager	Sports Medicine Orthopedics Institute
Robert Lopez, MAT, LAT, ATC, CES	Associate Clinical Manager - Secondary School Athletic Trainers	Designated AT for Jefferson County
Jenny Van Meter, LAT, ATC	Associate Clinical Manager - Secondary School Athletic Trainers	Designated AT for Adams 12 / Elizabeth HS / Lotus HS / Pinnacle HS
Matthew Brewer, MS, LAT, ATC	Associate Clinical Manager - Clinical Athletic Trainers	Sports Medicine Orthopedics Institute
Virginia Winn, MS, LAT, ATC	Associate Clinical Manager - Club Athletic Trainers	Designated AT for Club Setting / 3D Lacrosse / Rattlers Lacrosse

Sports Medicine Center Jefferson County Athletic Trainers

Name:	Title:	Location:
Dominic DiManna, LAT, ATC	Certified Athletic Trainer	Alameda High School
Tim Spears, LAT, ATC	Certified Athletic Trainer	Arvada High School
Nick Merna, LAT, ATC	Certified Athletic Trainer	Arvada West High School
Ashley Cowan, LAT, ATC	Certified Athletic Trainer	Bear Creek High School
Dan Martinez, LAT, ATC	Certified Athletic Trainer	Chatfield High School
Brenna Cline, LAT, ATC	Certified Athletic Trainer	Columbine High School
CJ Rosenborough, LAT, ATC	Certified Athletic Trainer	Conifer High School
Jason Dayton, LAT, ATC	Certified Athletic Trainer	Dakota Ridge High School
Toni Sampson, LAT, ATC	Certified Athletic Trainer	D'Evelyn High School
John Thomas, LAT, ATC	Certified Athletic Trainer	Evergreen High School
Jamie Lemieux, LAT, ATC	Certified Athletic Trainer	Golden High School
Catherine Ortiz, LAT, ATC	Certified Athletic Trainer	Green Mountain High School
Jaqueline Grant, LAT, ATC	Certified Athletic Trainer	Jefferson High School
Sydney Roberto, LAT, ATC	Certified Athletic Trainer	Lakewood High School
Jordan Balbin, LAT, ATC	Certified Athletic Trainer	Pomona High School
Lindsay Anderson, LAT, ATC	Certified Athletic Trainer	Ralston Valley High School
Mercedes Steidley, LAT, ATC	Certified Athletic Trainer	Standley Lake High School
Alec Sutton, LAT, ATC	Certified Athletic Trainer	Wheat Ridge High School
Nia Nez, LAT, ATC	Certified Athletic Trainer	Dynamic AT for JeffCo - Region 1 Arvada West, Pomona, Stanley Lake, and Ralston Valley
Miranda Rossell, LAT, ATC	Certified Athletic Trainer	Dynamic AT for JeffCo - Region 2 Arvada, Golden, Jefferson, Wheat Ridge
Kyle Thorson, LAT, ATC	Certified Athletic Trainer	Dynamic AT for JeffCo - Region 3 Alameda, Bear Creek, Evergreen, Green Mountain, Lakewood
Kelsie Kloppenberg, LAT, ATC	Certified Athletic Trainer	Dynamic AT for JeffCo - Region 4 Chatfield, Columbine, Conifer, Dakota Ridge, D'Evelyn

INJURY POLICY AND PROCEDURE

Home Events

In the case of an injury at a home event / practice, the athletic trainer is to be notified for further evaluation.

The athletic trainer evaluation will determine the severity of injury and potential for return to play, rehabilitation, or referral to a licensed professional for further evaluation.

If an athlete is deemed able to return to play during a contest, a follow-up evaluation is mandatory the next day. This is in place to ensure potential false negatives at the time of injury are avoided as well as allowing a more in-depth evaluation in the athletic training clinic.

Away Events

In the case of an injury at an away event, the athletic trainer at the away location is to be notified for further evaluation. The athletic trainer for Conifer High School is also to be notified to ensure the continuation of care for the athlete.

If an athlete is evaluated by an away athletic trainer, a follow-up evaluation by the Conifer High School athletic trainer is mandatory the next day prior to the athlete returning to full participation.

This follow-up evaluation is mandatory even if the away athletic trainer allowed the athlete to return to play.

If an athlete has been evaluated and not allowed to play by an athletic trainer (home or away AT), that athlete is NOT allowed to return to play until cleared by home athletic trainer or another medical professional.

No Coverage

In the case of not having coverage, coaches are permitted to provide first aid in accordance with their level of certification. The extent of treatment allowed falls under the Good Samaritan Law.

Treatment provided **MAY NOT** exceed actions permitted by their level of certification or under the Good Samaritan Law.

Some coaches have experience with certain taping techniques. Coaches **ARE NOT** permitted to tape any new injuries prior to an athletic trainer evaluating the injury and determining return to play status.

If an injury has been evaluated by and athletic trainer and the athlete allowed to play, coaches should be aware that by applying preventative taping in the absence of an athletic trainer, that coach **assumes potential liability** for further injury due to treating, managing and preventing the injury without proper training or certification.

In case of a suspected concussion without athletic trainer coverage, coaches should have parents pick up the athlete and alert the parent of the situation. Athletes should not drive themselves home if a concussion is suspected.

Coaches are not permitted to do the following:

Recognize, assess, treat, manage, rehabilitate or recondition any injury or illness.

Discourage athletes from seeking care from the athletic trainer. **This is considered denial of care to a minor** and transfers liability for further injury to the coach and leaves them open to potential lawsuit.

Make medical decisions on return to play.

Management of Injured Athletes via Healthy Roster

Healthy Roster

Each coach should ensure that they have access to their team on Healthy Roster and can login both on the website and on the phone application. Before each practice, each coach should access Healthy Roster to view their athletes' status. Athletes that are listed as "Not Cleared" in Healthy Roster are not permitted to participate in practices or games. Athletes that are listed as "Limited Activity" will have restrictions noted on their profile. Athletes that have a "Waiting for Assessment" listing are not cleared to participate until the assessment is completed and their status is updated in Healthy Roster.

Coaches should familiarize themselves with the restrictions for each athlete and ensure that the athlete adheres to the listed restrictions. If the athlete reports that they have a higher clearance level than is indicated on Healthy Roster, the coach should follow the clearance level on Healthy Roster. The coach may contact the athletic trainer via Healthy Roster to verify the athlete's status.

In the event of an injury, the athletic trainer will send a message to the parent, athlete, and coach via Healthy Roster to ensure that all parties are notified of the injury and the plan of care.

Recognition and Management of Traumatic Brain Injuries (Concussions) in Athletes

Guidelines

Recognition of traumatic brain injuries can include any, or all, of the following symptoms:

- A. Headache
- B. Nausea with or without vomiting
- C. Confusion or disorientation to time, place
- D. Retrograde amnesia (loss of memory for events preceding injury)
- E. Post-traumatic amnesia (difficulty with formation of new memory)
- F. Feeling mentally slowed down
- G. Feeling mentally “foggy” or “groggy”
- H. Dizziness
- I. Disruption of balance
- J. Light sensitivity (photosensitivity)
- K. Sensitivity to noise (phonosensitivity)
- L. Visual changes (blurry or double visions)
- M. Short-term memory difficulties
- N. Concentration problems
- O. Fatigue
- P. Emotional lability
- Q. Motor clumsiness (stumbling, slowed movement)
- R. Loss of consciousness

Procedures

Management of brain injuries in athletes will be dealt with as follows:

- Must determine severity of brain/head injury.
 - Coaches will use the Concussion Recognition Tool 6 (CRT6) to determine the need to refer the athlete to the athletic trainer.
- If no athletic trainer is present and referral is indicated:
 - If non-life-threatening symptoms, monitor closely and alert parents, athletic trainer and school nurse to occurrence of concussion.
 - Alert EMS immediately if any of above symptoms are worsening, or more severe injury present.
 - Loss of consciousness longer than 1 minute
 - Seizure-like activity after head trauma
 - Repeated episodes of vomiting
 - Inability to move or feel upper and/or lower limbs
 - Begin CPR if necessary.
 - Stabilize neck in neutral position for unconscious athlete, athlete with altered level of consciousness or athlete with any midline C-spine tenderness.
 - Monitor vital signs.

Return to Sport Requirements Following a Traumatic Brain Injury

Athletes that have been diagnosed with a traumatic brain injury will be placed in the school's Return to Learn protocol. The nurse will raise the academic flag and provide adjustments for the athlete in the classroom (see school support plan). Once the athlete is asymptomatic in the classroom, the school nurse will lower the academic flag, indicating that the athlete has cleared the Return to Learn protocol.

Athletes that have sustained a traumatic brain injury are required by Colorado state law to be cleared by a licensed healthcare practitioner prior to being cleared to return to athletic activities. CHSAA approved licensed healthcare practitioners include Doctor of Medicine, Doctor of Osteopathic Medicine, Licensed Nurse Practitioner, Licensed Physician Assistant, or Licensed Doctor of Psychology with Training in Neuropsychology or Concussion Evaluation and Management.

The athlete will complete the Return to Play protocol as directed by their athletic trainer. The athlete will not be permitted to return to their sport without restriction until the Return to Play protocol is completed in its entirety.

CHILDREN'S HOSPITAL COLORADO RETURN TO PLAY PROTOCOL FOR CONCUSSION

- 1) Symptom-limited activity
- 2) Aerobic Exercise
 - a. Light (55% of max HR)
 - b. Moderate (70% of max HR)
- 3) Individual sports-specific exercise away from the team environment

MEDICAL CLEARANCE NEEDED BY A HEALTH CARE PROVIDER

Steps 4-6 should begin after the resolution of any symptoms or abnormalities in cognitive function

- 4) Non-contact training drills
- 5) Full contact practice
- 6) Return to sport (normal game play)

NCAA – Department of Defense CARE Consortium

Relevant Findings

Literature indicated that 30 - 70% of concussions never seek care.

Encouragement to seek care by non-medical personnel can play a factor in 25% of self-reported cases.

A 3-day delay in reporting a concussion led to an average of 2 weeks longer to recovery.

Returning to "normal" can take up to 1 month for 80% of participations.

50% of concussions occur during the preseason. 75% of concussions occur in practice.

Athletes with 3 or more prior concussions experience longer recovery time and more burden years after the injury.

Injury Recognition and Treatment

Injury Management

Life Threatening Injury / Illness

Includes obvious limb deformity, neck pain with trauma, change in mental status.

Recognize

Act

1. Begin BLS/CPR and utilize AED if indicated
2. Activate 911 if indicated
3. EMS will transport to appropriate facility based on EMS protocol

Communicate

1. Contact athletic trainer
2. Contact Athletic Director
3. Contact athlete's family

Moderate to Minor Injury

Includes possible fracture, laceration, concussion, heat illness

Recognize

Act

1. Administer first aid
2. Notify athletic trainer for further instruction
3. Activate 911 if indicated
4. EMS will transport to appropriate facility based on EMS protocol

Communicate

4. Contact athletic trainer
5. Contact Athletic Director
6. Contact athlete's family

Heat-Related Illness – Heat Exhaustion

Core temperature <104°F and no CNS involvement

Recognize

- Irritability and fatigue
- Nausea / vomiting
- Cramps (especially in the abdominal and leg muscles)
- Headache / lightheadedness
- Elevated heart rate

Act

- Move indoors or to shaded area
- Remove as much clothing as possible
- Apply ice water towels, or spray skin with water and fan patient
 - Avoid shivering as this will exacerbate the condition
- Encourage drinking fluids (water or sports drink) if able to drink
- If not athletic trainer present: refer to ED if vomiting is preventing rehydration

Communicate

- Notify athletic trainer immediately if signs / symptoms are present
- Notify Athletic Director
- Notify athlete's parents

Heat-Related Illness – Heat Stroke

Core temperature >104°F with CNS dysfunction

Recognize

- Seizure
- Altered mental status / delirium
- Ataxia (incoordination)
- Headache
- Syncope (fainting)
- Nausea or vomiting
- Elevated heart rate and breathing
- Absence of sweating despite hyperthermia treatment

Act

- Assist athletic trainer in treatment of athlete (cold water immersion)
- Assist in communication with EMS personnel
 - If needed, educate EMS on not transferring care until rectal temperature is 101-102°F

Communicate

- Notify athletic trainer immediately if signs / symptoms are present
- Notify Athletic Director
- Notify athlete's parents

Cold-Related Illness – Hypothermia

Recognize

- **Mild**
 - Normal mental status
 - Shivering cold extremities, runny nose, pallor, impaired fine motor control
- **Moderate**
 - Conscious but altered mental status
 - Slurred speech, cyanosis
 - +/- shivering, impaired gross motor control, muscle rigidity, dilated pupils, low pulse
- **Severe**
 - Unconscious

Act

- **First Aid**
 - Remove wet/damp clothing
 - Move to shelter avoiding rain/snow/wind
 - Insulate body, including head, with dry, warm clothing
 - Focus on warming axilla, chest wall, and groin
 - Provide warm, sweet fluids
 - Avoid friction massage if frostbite is present
 - No same-day return to play; must be cleared by AT or physician (if referred) prior to returning to competition
- **Indication for ED referral**
 - Altered mental status/Unconscious (moderate - severe)
 - Unstable vitals (blood pressure or heart rate)
 - Cardiac arrest or arrhythmia

Communicate

- Notify athletic trainer immediately if signs / symptoms are present
- Notify Athletic Director
- Notify athlete's parents

Severe Weather Guidelines

Lightning

Within 15 miles

When lightning is within 15 miles, the athletic trainer will head notify coaches and the athletic director of an approaching storm. The direction and speed of the storm will be communicated. The athletic trainer will prepare the medical tent for the possibility of a lightning delay if necessary.

Within 10 miles

When lightning is within 10 miles at a cross country meet or tournament, the athletic trainer will head notify coaches and the athletic director close lightning. An immediate event delay will go into effect. The athletic trainer will sound 3 horn blasts to notify participants, spectators and tournament staff to immediate shelter.

Within 8 miles

When lightning is within 8 miles, the athletic trainer will head notify coaches and the athletic director of close lightning. An immediate event delay will go into effect. The athletic trainer will sound 3 horn blasts to notify participants, spectators and tournament staff to immediate shelter.

Appropriate Shelters

Inside fully enclosed, grounded building or inside fully enclosed vehicle with metal roof.

Not appropriate Shelters

Tents, pavilions, sheds, or any building with does not have both plumbing AND electricity.

All Clear

The athletic trainer will monitor lightning proximity. Resumption of activities is allowed once 30 minutes has elapsed without a detected lightning strike within an 8-mile radius of site (or 10-mile radius for cross country meets / tournaments). The athletic trainer will notify head coaches and the athletic director that the lightning threat has ended, and the event can start. The athletic trainer will sound 1 long horn blast to indicate all clear.

No athletic trainer

If an athletic trainer is not on site during severe weather, the athletic director and coaches are responsible for ensuring the lightning policy is followed. Each coach is responsible for ensuring their athletes seek appropriate shelter for the indicated time. Coaches should not allow athletes to return to the field before the lightning delay is over.

Designated Lightning Shelters

Fall Season

Area	Designated Shelter
<i>Fitzmaurice Field</i>	
Practice	Temporary Buildings
Game	Home Team - Home Temporary Building Visiting Team - Visiting Temporary Building
Practice Alternate	Cafetorium
<i>Softball Field</i>	
Practice	Cafetorium
Game	Home Team - Home Temporary Building Visiting Team - Visiting Temporary Building
Game Alternate	Home Team - Cafetorium Visiting Team - Main Entrance Lobby
<i>Cross Country</i>	Auxiliary Gym Lobby
<i>Tennis</i>	
Practice and Game	Middle Floor Hallway

Spring Season

Area	Designated Shelter
<i>Fitzmaurice Field</i>	
Practice	Home Temporary Building
Game	Home Team - Home Temporary Building Visiting Team - Visiting Temporary Building
Practice Alternate	Cafetorium
<i>Baseball Field</i>	
Practice	Away Temporary Building
Game	Home Team - Home Temporary Building Visiting Team - Visiting Temporary Building
Game Alternate	Home Team - Cafetorium Visiting Team - Main Entrance Lobby
<i>Track</i>	Auxiliary Gym Lobby
<i>Tennis</i>	
Practice and Game	Middle Floor Hallway



EMERGENCY ACTION PLAN
Main Gymnasium

IMPORTANT CONTACT LIST

On Campus Contacts	Phone Numbers
Head Athletic Trainer: CJ Rosenborough	Cell: (804) 878-2045
Athletic Director: Brad Horner	Cell: (770) 378-5387 Work: (303) 982-5304
Campus Security	(303) 982-5073

Off Campus Contacts	Phone Numbers
St. Anthony Level 1 Trauma Center	(720) 321-0000
Poison Control	1-800-222-1222
Jeffco Sheriff's Non-Emergency	(303) 271-0211

AED Locations

1. Across from main gym next to loading bay hallway

Closest Children's Urgent Care

South Campus (11 am – 8 pm)
1811 Plaza Drive
Highlands Ranch, CO 80129

ADDITIONAL INFORMATION

Conifer High School

10441 Hwy 73
Conifer, CO 80433

Directions

Turn right at the roundabout in front of the school and go through the first parking lot. Turn left at before the second parking lot to park in the loading dock.

Telephone Access

Athletic Trainer Cell Phone
Coaches Cell Phones
Security Personnel

ACTIVATION

- 1.) Designate person to call 911 and a person to retrieve the AED.
- 2.) Provide 911 with the following information:
 - a.) Location where assistance is required
 - b.) Your name and telephone number you are calling from
 - c.) # of victims, conditions, first-aid treatment
 - d.) Pertinent medical history (RST app)
 - e.) Let the operator know personnel will guide and greet EMS on site
- 3.) Designate someone to be at the main entrance to library parking lot and loading dock
- 4.) Notify parent as soon as possible if they are not present
- 5.) Inform Athletic Trainer if they are not present



EMERGENCY ACTION PLAN
Auxiliary Gymnasium

IMPORTANT CONTACT LIST

On Campus Contacts	Phone Numbers
Head Athletic Trainer: CJ Rosenborough	Cell: (804) 878-2045
Athletic Director: Brad Horner	Cell: (770) 378-5387 Work: (303) 982-5304
Campus Security	(303) 982-5073

Off Campus Contacts	Phone Numbers
St. Anthony Level 1 Trauma Center	(720) 321-0000
Poison Control	1-800-222-1222
Jeffco Sherriff's Non-Emergency	(303) 271-0211

AED Locations

1. Across from main gym next to loading bay hallway

Closest Children's Urgent Care

South Campus (11 am – 8 pm)
1811 Plaza Drive
Highlands Ranch, CO 80129

ADDITIONAL INFORMATION

Conifer High School

10441 Hwy 73
Conifer, CO 80433

Directions

Turn right at the roundabout in front of the school and go through the first parking lot. Turn left at before the second parking lot to park in the loading dock.

Telephone Access

Athletic Trainer Cell Phone
Coaches Cell Phones
Security Personnel

ACTIVATION

- 1.) Designate person to call 911 and a person to retrieve the AED.
- 2.) Provide 911 with the following information:
 - a.) Location where assistance is required
 - b.) Your name and telephone number you are calling from
 - c.) # of victims, conditions, first-aid treatment
 - d.) Pertinent medical history (RST app)
 - e.) Let the operator know personnel will guide and greet EMS on site
- 3.) Designate someone to be at the main entrance to library parking lot and entrance of the second lot
- 4.) Notify parent as soon as possible if they are not present
- 5.) Inform Athletic Trainer if they are not present



EMERGENCY ACTION PLAN
Fitzmaurice Field

IMPORTANT CONTACT LIST

On Campus Contacts	Phone Numbers
Head Athletic Trainer: CJ Rosenborough	Cell: (804) 878-2045
Athletic Director: Brad Horner	Cell: (770) 378-5387 Work: (303) 982-5304
Campus Security	(303) 982-5073
Off Campus Contacts	Phone Numbers
St. Anthony Level 1 Trauma Center	(720) 321-0000
Poison Control	1-800-222-1222
Jeffco Sheriff's Non-Emergency	(303) 271-0211

AED Locations

1. Middle temp building on north side in official's room

Closest Children's Urgent Care

South Campus (11 am – 8 pm)
1811 Plaza Drive
Highlands Ranch, CO 80129

ADDITIONAL INFORMATION

Conifer High School

10441 Hwy 73
Conifer, CO 80433

Directions

Turn right into first parking and go to the bottom handicap parking spaces to access field. Field access is through gate in by the handicap parking.

Telephone Access

Athletic Trainer Cell Phone
Coaches Cell Phones
Security Personnel

ACTIVATION

- 1.) Designate person to call 911 and a person to retrieve the AED.
- 2.) Provide 911 with the following information:
 - a.) Location where assistance is required
 - b.) Your name and telephone number you are calling from
 - c.) # of victims, conditions, first-aid treatment
 - d.) Pertinent medical history (RST app)
 - e.) Let the operator know personnel will guide and greet EMS on site
- 3.) Designate someone to be at the main entrance to Junior parking lot and south end zone gate
- 4.) Notify parent as soon as possible if they are not present
- 5.) Inform Athletic Trainer if they are not present



EMERGENCY ACTION PLAN

Softball Field

IMPORTANT CONTACT LIST

On Campus Contacts	Phone Numbers
Head Athletic Trainer: CJ Rosenborough	Cell: (804) 878-2045
Athletic Director: Brad Horner	Cell: (770) 378-5387 Work: (303) 982-5304
Campus Security	(303) 982-5073

Off Campus Contacts	Phone Numbers
St. Anthony Level 1 Trauma Center	(720) 321-0000
Poison Control	1-800-222-1222
Jeffco Sheriff's Non-Emergency	(303) 271-0211

AED Locations

1. Middle temp building on north side in official's room
2. Conifer High School across from main gymnasium by loading bay

Closest Children's Urgent Care

South Campus (11 am – 8 pm)
1811 Plaza Drive
Highlands Ranch, CO 80129

ADDITIONAL INFORMATION

Conifer High School

10441 Hwy 73
Conifer, CO 80433

Directions

Turn right into first parking lot to access field (first on the left). Field access is through gate in right field.

Telephone Access

Athletic Trainer Cell Phone
Coaches Cell Phones
Security Personnel

ACTIVATION

- 1.) Designate person to call 911 and a person to retrieve the AED.
- 2.) Provide 911 with the following information:
 - a.) Location where assistance is required
 - b.) Your name and telephone number you are calling from
 - c.) # of victims, conditions, first-aid treatment
 - d.) Pertinent medical history (RST app)
 - e.) Let the operator know personnel will guide and greet EMS on site
- 3.) Designate someone to be at the end of the junior lot and access gate to softball field to guide in EMS
- 4.) Notify parent as soon as possible if they are not present
- 5.) Inform Athletic Trainer if they are not present



EMERGENCY ACTION PLAN
Baseball Field

IMPORTANT CONTACT LIST

On Campus Contacts	Phone Numbers
Head Athletic Trainer: CJ Rosenborough	Cell: (804) 878-2045
Athletic Director: Brad Horner	Cell: (770) 378-5387 Work: (303) 982-5304
Campus Security	(303) 982-5073

Off Campus Contacts	Phone Numbers
St. Anthony Level 1 Trauma Center	(720) 321-0000
Poison Control	1-800-222-1222
Jeffco Sheriff's Non-Emergency	(303) 271-0211

AED Locations

1. Carried by coaches
2. Middle temp building on north side in official's room

Closest Children's Urgent Care

South Campus (11 am – 8 pm)
1811 Plaza Drive
Highlands Ranch, CO 80129

ADDITIONAL INFORMATION

Conifer High School

10441 Hwy 73
Conifer, CO 80433

Directions

Turn right into first parking lot to access field (first on the left). Field access is through gate in right field.

Telephone Access

Athletic Trainer Cell Phone
Coaches Cell Phones
Security Personnel

ACTIVATION

- 1.) Designate person to call 911 and a person to retrieve the AED.
- 2.) Provide 911 with the following information:
 - a.) Location where assistance is required
 - b.) Your name and telephone number you are calling from
 - c.) # of victims, conditions, first-aid treatment
 - d.) Pertinent medical history (RST app)
 - e.) Let the operator know personnel will guide and greet EMS on site
- 3.) Designate someone to be at the round-about and access gate to baseball field
- 4.) Notify parent as soon as possible if they are not present
- 5.) Inform Athletic Trainer if they are not present



EMERGENCY ACTION PLAN

Sanders Courts

IMPORTANT CONTACT LIST

Emergency Number: 911

On Campus Contacts	Phone Numbers
Head Athletic Trainer: CJ Rosenborough	Cell: (804) 878-2045 Work: (303) 982-5255
Athletic Director: Brad Horner	Cell: (770) 378-5387 Work: (303) 982-5304
Campus Security	(303) 982-5073

Off Campus Contacts	Phone Numbers
St. Anthony Level 1 Trauma Center	(720) 321-0000
Poison Control	1-800-222-1222
Jeffco Sherriff's Non-Emergency	(303) 271-0211

AED Locations

1. Conifer High School on middle floor on west side of hallway

Closest Children's Urgent Care

South Campus (11 am – 8 pm)
1811 Plaza Drive
Highlands Ranch, CO 80129

ADDITIONAL INFORMATION

Conifer High School

10441 Hwy 73
Conifer, CO 80433

Directions

Turn left before the roundabout at the front of the school to go into the bus ramp. At the second roundabout, turn right up the dirt road then left into the dirt parking lot by the court. Court access is on southeast side.

Telephone Access

Athletic Trainer Cell Phone
Coaches Cell Phones
Security Personnel

ACTIVATION

- 1.) Designate person to call 911 and a person to retrieve the AED.
- 2.) Provide 911 with the following information:
 - a.) Location where assistance is required
 - b.) Your name and telephone number you are calling from
 - c.) # of victims, conditions, first-aid treatment
 - d.) Pertinent medical history (RST app)
 - e.) Let the operator know personnel will guide and greet EMS on site
- 3.) Designate someone to be at the main entrance to bus ramp and tennis courts
- 4.) Notify parent as soon as possible if they are not present
- 5.) Inform Athletic Trainer if they are not present



EMERGENCY ACTION PLAN
West Jefferson Middle School

IMPORTANT CONTACT LIST

Emergency Number: 911

On Campus Contacts	Phone Numbers
Head Athletic Trainer, CJ Rosenborough	Cell: (804) 878-2045 Work: (303) 982-5255
Athletic Director, Brad Horner	Cell: (770) 378-5387 Work: (303) 982-5304
Campus Security	(303) 982-5073

Off Campus Contacts	Phone Numbers
St. Anthony Level 1 Trauma Center	(720) 321-0000
Poison Control	1-800-222-1222
Jeffco Sherriff's Non-Emergency	(303) 271-0211

AED Locations

1. Inside West Jefferson Middle School
next to the main gym doors

Closest Children's Urgent Care

South Campus (11 am – 8 pm)
1811 Plaza Drive
Highlands Ranch, CO 80129

ADDITIONAL INFORMATION

West Jefferson Middle School

9449 Barnes Avenue
Conifer, CO 80433

Directions

Turn left before the roundabout at the front of the school to go into the bus ramp. At the second roundabout, turn right up the dirt road then left into the dirt parking lot by the court. Court access is on southeast side.

Telephone Access

Athletic Trainer Cell Phone
Coaches Cell Phones
Security Personnel

ACTIVATION

- 1.) Designate person to call 911 and a person to retrieve the AED.
- 2.) Provide 911 with the following information:
 - a.) Location where assistance is required
 - b.) Your name and telephone number you are calling from
 - c.) # of victims, conditions, first-aid treatment
 - d.) Pertinent medical history (RST app)
 - e.) Let the operator know personnel will guide and greet EMS on site
- 3.) Designate someone to be at the emergency entrance on the east side of the field
- 4.) Notify parent as soon as possible if they are not present
- 5.) Inform Athletic Trainer if they are not present



EMERGENCY ACTION PLAN
Trailblazer Stadium

IMPORTANT CONTACT LIST

On Site Contacts	Phone Numbers
Head Athletic Trainer: CJ Rosenborough	Cell: (804) 878-2045
Athletic Director: Brad Horner	Cell: (770) 378-5387 Work: (303) 982-5304
Stadium Manager: Tyler Dirschl	Stadium: (303) 982-0041 Cell: (303) 875-0285

Off Site Contacts	Phone Numbers
St. Anthony Level 1 Trauma Center	(720) 321-0000
Poison Control	1-800-222-1222
Jeffco Sherriff's Non-Emergency	(303) 271-0211

AED Locations

Stadium: East side of temps by public entrance to stadium

Nearest Hospital

St. Anthony's Hospital
11600 W 2nd Pl.
Lakewood, CO 80228

ADDITIONAL INFORMATION

Trailblazer Stadium

100 S. Kipling St
Lakewood, CO 80226

Directions

EMS access to stadium from Kipling, north of cedar and south of 6th avenue

Telephone Access

Athletic Trainer Cell Phone
Stadium Management Office

Walkie Talkie

Managers office in the temps on north side of fields

ACTIVATION

- 1.) Activate vis Stadium Manager and designate a person to retrieve the AED.
- 2.) Provide 911 with the following information:
 - a.) Location where assistance is required
 - b.) Your name and telephone number you are calling from
 - c.) # of victims, conditions, first-aid treatment
 - d.) Pertinent medical history (RST app)
 - e.) Let the operator know personnel will guide and greet EMS on site
- 3.) Notify parent as soon as possible if they are not present
- 4.) Inform Athletic Trainer if they are not present



EMERGENCY ACTION PLAN

Lakewood Memorial Field

IMPORTANT CONTACT LIST

On Campus Contacts	Phone Numbers
Head Athletic Trainer: CJ Rosenborough	Cell: (804) 878-2045
Athletic Director: Brad Horner	Cell: (770) 378-5387 Work: (303) 982-5304
Campus Security	(303) 982-5073
Stadium Manager: Chris Gray	Stadium: (303) 982-7038 Cell: (303) 618-7400

Off Campus Contacts	Phone Numbers
St. Anthony Level 1 Trauma Center	(720) 321-0000
Poison Control	1-800-222-1222
Jeffco Sheriff's Non-Emergency	(303) 271-0211

AED Locations

Stadium: Concession stand, south-west side

Nearest Hospital

St. Anthonys Hospital
11600 W 2nd Pl.
Lakewood, CO 80228

ADDITIONAL INFORMATION

Lakewood Memorial Field

7655 W. 10th
Lakewood, CO 80214

Directions

Field access is off of 12th street on north side of stadium

Telephone Access

Athletic Trainer Cell Phone
Coaches Cell Phones
Stadium Management Office

Walkie-Talkie

Officials room in temps on east side of field

ACTIVATION

- 1.) Notify the Stadium Manager to activate EMS and retrieve the AED.
- 2.) Provide 911 with the following information:
 - a.) Location where assistance is required
 - b.) Your name and telephone number you are calling from
 - c.) # of victims, conditions, first-aid treatment
 - d.) Pertinent medical history (RST app)
 - e.) Let the operator know personnel will guide and greet EMS on site
- 3.) Notify parent as soon as possible if they are not present
- 4.) Inform Athletic Trainer if they are not present



EMERGENCY ACTION PLAN
North Area Athletic Complex

IMPORTANT CONTACT LIST

On Campus Contacts	Phone Numbers
Head Athletic Trainer: CJ Rosenborough	Cell: (804) 878-2045
Athletic Director: Brad Horner	Cell: (770) 378-5387 Work: (303) 982-5304
Campus Security	(303) 982-5073
<u>Stadium Managers</u>	Stadium: (303) 982-7281
Sun Roesslein	Cell: (720) 935-3830
Christi Clay	Cell: (720) 935-3840
Off Campus Contacts	Phone Numbers
St. Anthony Level 1 Trauma Center	(720) 321-0000
Poison Control	1-800-222-1222
Jeffco Sheriff's Non-Emergency	(303) 271-0211

AED Locations

Stadium: West concourse by ticket booth

Soccer: Soccer concourse on east facing wall near restrooms

Nearest Hospital

St. Anthonys Hospital
11600 W 2nd Pl.
Lakewood, CO 80228

ADDITIONAL INFORMATION

North Area Athletic Complex

19500 W. 64th Pkwy
Arvada, CO 80403

Directions

Parking lot access is on north side of stadium off of 64th
Pkwy

Telephone Access

Athletic Trainer Cell Phone
Coaches Cell Phones
Stadium Management Office

Walkie Talkie

Stadium: shed located under east stands
Soccer: soccer stadium press box

ACTIVATION

- 1.) Notify the Stadium Manager to activate EMS and retrieve the AED.
- 2.) Provide 911 with the following information:
 - a.) Location where assistance is required
 - b.) Your name and telephone number you are calling from
 - c.) # of victims, conditions, first-aid treatment
 - d.) Pertinent medical history (RST app)
 - e.) Let the operator know personnel will guide and greet EMS on site
- 3.) Notify parent as soon as possible if they are not present
- 4.) Inform Athletic Trainer if they are not present



EMERGENCY ACTION PLAN

Jeffco Stadium

IMPORTANT CONTACT LIST

On Campus Contacts	Phone Numbers
Head Athletic Trainer: CJ Rosenborough	Cell: (804) 878-2045
Athletic Director: Brad Horner	Cell: (770) 378-5387 Work: (303) 982-5304
Campus Security	(303) 982-5073
Stadium Manager: John Sears	Stadium: (303) 982-7272 Cell: (303) 941-6542

Off Campus Contacts	Phone Numbers
St. Anthony Level 1 Trauma Center	(720) 321-0000
Poison Control	1-800-222-1222
Jeffco Sheriff's Non-Emergency	(303) 271-0211

AED Locations

Stadium: West concourse on
northeast wall near men's restroom

Nearest Hospital

St. Anthonys Hospital
11600 W 2nd Pl.
Lakewood, CO 80228

ADDITIONAL INFORMATION

Lakewood Memorial Field

7655 W. 10th
Lakewood, CO 80214

Directions

Parking lot access is on west side of stadium off of
Kipling. Access to field is on south-east side of stadium
through gated parking lot

Telephone Access

Athletic Trainer Cell Phone
Coaches Cell Phones
Stadium Management Office

Walkie-Talkie

Shed located in parking lot on east side of stadium

ACTIVATION

- 1.) Notify the Stadium Manager to activate EMS and retrieve the AED.
- 2.) Provide 911 with the following information:
 - a.) Location where assistance is required
 - b.) Your name and telephone number you are calling from
 - c.) # of victims, conditions, first-aid treatment
 - d.) Pertinent medical history (RST app)
 - e.) Let the operator know personnel will guide and greet EMS on site
- 3.) Notify parent as soon as possible if they are not present
- 4.) Inform Athletic Trainer if they are not present

Attestation

By signing this, you are acknowledging that you have thoroughly read and understand the policies and procedures within this Coach Handbook and the Sports Medicine Policy and Procedure. Failure to follow proper protocols can lead to disciplinary actions set forth by the Athletic Director.

Print Name

Signature Name

Date