

MEDICAL EMERGENCY ACTION PLAN TEMPLATE

The information in this plan should be shared with all coaches and relevant volunteers as well as all visiting teams.

Club Name:	Wimbledon Hockey Club
MEAP for:	All hockey activities including junior and senior training and matches
Address & Postcode:	Kingsway New Malden KT3 6JB
Sat Nav Postcode / Additional location details for Emergency Services:	KT3 6JB What3Words "brick.sizes.fear"
MEAP Lead (main contact):	JULIE ADAMS 07801 258051
First Aid Coordinator (if different from above):	

Club First Aiders

A full list of current club first aiders can be found [here](#)

Ambulance Access Point

Pitch Side	Access is at the far end of the car park just in front of the pavilion. Gates can be opened to allow emergency vehicle onto pitches.
First Aid Room	Near the main entrance of the pavilion.

First Aid Equipment Location

First Aid Kit	First Aid Kits are in the Asgard shed on the pitch side and hanging on ball trollies.
Defibrillator (AED)	As you walk towards the pavilion the defibrillator is on the outside wall next to the medical room door. You may have to jump over the white picket fence.

Location of Local Hospitals/Services

Accident & Emergency	<ol style="list-style-type: none">1. St George's Hospital, Blackshaw Road, Tooting, SW17 0QT2. Kingston Hospital, Galsworthy Road, Kingston-upon-Thames, KT2 7QB
Minor Injuries	Queen Mary's Hospital, Roehampton Lane, Roehampton, SW15 5PN Telephone: 020 8487 6999
Pharmacy	Please type postcode KT3 6JB into search here to find nearest open pharmacy

MEAP Chain of Command & Procedures

The responsibility of the First Aider is to provide immediate care to prevent any injury from worsening until professional medical help arrives. The First Aider can handle minor injuries, perform CPR and use an automated external defibrillator (AED) if necessary. They are not equipped to diagnose or treat serious medical conditions or injuries.

In the event of an injury to a player:

1. Coach/Manager/Umpire to stop play to prevent further injuries and allow for a focused response.
2. Coach/Manager to approach the injured player to assess the injury and provide reassurance.
3. Coach/Manager to alert First Aider to provide immediate care.
4. Coach/Manager to phone 999 if injury is **serious** and emergency services are needed.
5. Coach/Manager to communicate with emergency services and provide them with key information e.g. address, ambulance access details etc.
6. Coach/Manager (or other designated responsible adult) to meet the ambulance and direct them to the injured player.
7. Coach/Manager (or other designated responsible adult) to manage other players/spectators whilst injured player is being treated.
8. Coach/Manager to access injured player's emergency contact details on Teamo app and inform them of the situation.
9. Coach/Manager to arrange for transportation of the injured player to hospital, if required, in the event that emergency services are not needed.
10. First Aider to deal with minor injuries e.g. cuts, grazes, bumps, bruises and make provisions for the injured player to rest or continue as appropriate.

Other Relevant Information

Concussion

Wimbledon Hockey Club supports and promotes the Recognise and Remove Concussion Policy

1. Any player with a diagnosed concussion must be removed from the field of play and not return to play or train on the same day.
2. Any player with a suspected concussion, and where no appropriately trained healthcare professionals are present to diagnose the suspected concussion, must be assumed to have a diagnosed concussion and must be removed from the field of play and not return to play or train on the same day.

Injury Reporting

All accidents that require one or more of the following **MUST** be reported to Wimbledon Hockey Club [here](#) and England Hockey [here](#)

1. Treatment from a medical professional e.g. team doctor, first responder.
2. Hospital treatment.
3. Subsequent visit(s) to a GP.

Reports must be completed by the coach/manager/first aider who dealt with the injured player.

MEAP Lead to follow up with injured player and check on recovery/progress.

In the event of a Medical Emergency call the Emergency Services as quickly as possible on 999/112 giving as many details as possible.