

FERRIS STATE UNIVERSITY – INTRAMURAL SPORTS

Handling Injuries and Emergencies

Injuries and Accidents

In the case of any injury or accident, report it immediately to the supervisor on duty. They will take the necessary precautions such as CPR or First Aid. Your job is to keep all unnecessary people away and assist the supervisor as instructed. Under no circumstances are you to move, touch, or attempt to move the injured person(s) unless instructed to do so by the supervisor. After your shift, you may need to help the supervisor fill out an injury report.

If an injury occurs, an official should:

- Stop play, when necessary or appropriate.
- Indicate that you are calling an official's time out.
- Go to the injured person and ask for the status of their condition.
- The person's response will indicate what you do next.
- If the person doesn't or can't respond, report it immediately to the supervisor on duty and the supervisor will handle it from there.

Emergency Action Plan: What Officials should do...

- Make a quick mental note of the status of the game.
- Calm the injured participant.
- Send another player or co-worker to contact the supervisor.
- **Do not** attempt to make a diagnosis of the injury.
- **DO NOT** attempt to move the injured player.
- Keep other participants cleared away from the area.
- When the supervisor arrives, focus on regaining control of the game and the participants. You are now responsible for crowd control and anything else that the supervisor appoints you to do.

When you think an injury is minor, you may want to wait until the end of the play to stop the game. However, please be very safety conscious. If you think a player's safety is at risk, stop the game immediately. It is better to error on the side of safety and stop the contest to prevent a serious injury or further injury than to let the game continue.



Documentation of Injuries and Accidents

If an injury occurs, it **MUST** be documented regardless of the severity. It is the responsibility of the Intramural Supervisor to complete an injury report form with the assistance of the injured participant and game officials. These forms need to be filed in the IM Binder with other shift paperwork.

Call 911 if any of the following occurs:

- Victim is unconscious or in-and-out of consciousness
 - Victim has a suspected head, neck, or back injury
 - Victim has severe external bleeding or suspected internal bleeding
 - Victim has trouble breathing
 - Victim has a seizure
 - Victim has a suspected fracture, dislocation, or is in severe pain
- **If the Supervisor asks you to call 911**

Give the dispatcher the following information

- Your name and job title
- Your exact location:
 - Student Rec Center: 401 South Street
 - IM FIELDS: Across from FSU DPS on Ferris Drive
 - WINK ARENA: FSU Sports Drive
- The nature of the emergency, and condition of the injured party
- Telephone number of where you are calling from
- Answer any and all questions asked by the dispatcher
- Do not hang up until the dispatcher hangs up
- Have someone meet the emergency personnel at the main entrance

