### **Emergency Action Plan (EAP) for NMARS Santa Fe NFL Flag Football League**

#### **I. Purpose and Scope**

The purpose of this Emergency Action Plan is to establish clear procedures for responding to emergencies, including medical emergencies, threats, and weather-related incidents, during NMARS Santa Fe NFL Flag Football league activities. This plan covers events, practices, games, and any other league-related activities.

#### **II. Contact Information**

* **League Organizers**:
	+ Julian Kilkenny: 505-316-0013
	+ Stephen Maestas: 505-470-9524
* **Emergency Medical Services (EMS)**:
	+ Contact: 911
* **Nearby Hospitals/Urgent Cares**:
	+ Presbyterian Santa Fe Medical Center: 4801 Beckner Rd, Santa Fe, NM 87507, 505-772-1234
	+ Christus St. Vincent Regional Medical Center: 455 St. Michaels Dr, Santa Fe, NM 87505, 505-913-3361
	+ Christus St. Vincent Entrada Contenta Urgent Care: 5501 Herrera Dr, Santa Fe, NM
	+ Aspen Medical Center Urgent Care and Primary Care: 3450 Zafarano Dr. Suite C, Santa Fe, NM 87505, 505-466-5885
	+ Emergency Room at Presbyterian Santa Fe: 4801 Beckner Rd, Santa Fe, NM 87507, 505-772-1234
* **League Communication**:
	+ **Email**: nmarsflagfootball@gmail.com
	+ **Facebook**: [NMARS Santa Fe NFL Flag Football](https://www.facebook.com/nmarssfff/)
	+ **App**: Stack Team

#### **III. Roles and Responsibilities**

* **First Responder (Coach/Staff)**:
	+ Administers initial first aid.
	+ Assesses the situation and determines if the AED is needed.
	+ Calls 911 immediately if necessary.
	+ Coordinates with other league staff to assist the affected player and ensure safety.
* **AED Attendant**:
	+ Responsible for locating and using the AED.
	+ Ensures the AED is always fully charged and ready for use.
* **League Organizer**:
	+ Ensures that the Emergency Action Plan is updated and that all league staff are trained in emergency protocols.
	+ Serves as the primary contact for emergency personnel when they arrive.
* **Spectator Liaison**:
	+ Guides and manages spectators away from the emergency scene to ensure privacy and safety.

#### **IV. Emergency Procedures**

1. **Medical Emergency Response**:
	* **Assess the situation**: The first responder (coach or staff) will assess the severity of the injury or medical condition (e.g., seizure, asthma attack, chest pain, etc.).
	* **Activate EMS**: If the injury is severe or life-threatening (e.g., cardiac arrest), call 911 immediately.
		+ Provide the dispatcher with the exact location, nature of the emergency, and number of people affected.
	* **Immediate Action**:
		+ If a player collapses or shows signs of cardiac arrest (e.g., unresponsiveness, no breathing), the AED should be retrieved immediately.
		+ The AED should be turned on and used as instructed while continuing CPR (if needed) until EMS arrives.
		+ If the individual is unconscious but breathing, ensure the airway is clear and monitor breathing until EMS arrives.
2. **AED Use**:
	* The AED will be located at [designated location on the field or facility].
	* All coaches, league staff, and volunteers should be trained in the use of the AED. Regular training sessions will be scheduled for all involved in the league.
	* The AED will be checked monthly to ensure proper functionality and battery life.
3. **Non-Life-Threatening Injuries**:
	* For minor injuries (e.g., sprains, cuts), the affected player will be treated by the first responder (coach or staff).
	* If the injury requires further attention, the player's parent or guardian will be contacted, and the child will be referred to urgent care or their family physician if necessary.
	* For more significant injuries (e.g., fractures), the player will be immobilized, and EMS will be contacted.
4. **Handling Parents/Guardians**:
	* The parent or guardian of the injured player should be contacted as soon as possible. In the event of an emergency, a designated staff member will escort them to the scene.
5. **Post-Incident**:
	* After any emergency, the league organizer should document the incident, including the response actions taken, the condition of the player, and the interaction with medical personnel.
	* A follow-up meeting should be scheduled with the family to ensure the player’s well-being and to offer any necessary assistance.

#### **V. Threats**

1. **Active Threat Situations**:
	* In the event of a potential threat (e.g., active shooter or other dangerous situation), the first priority is the safety of the players, staff, and spectators.
	* **Evacuation**:
		+ The league staff will quickly move players and spectators away from the threat. Coaches will direct players to designated safe zones.
	* **Communication**:
		+ The League Organizer will communicate with authorities and ensure the safety of all individuals.
		+ If appropriate, the League will notify parents through Facebook posts and emails, updating them on the status and safety of their children.
	* **Lockdown**:
		+ If necessary, all participants will shelter in place until authorities deem it safe to move.
	* The League will provide ongoing support and communication as the situation develops.

#### **VI. Weather-Related Incidents**

1. **Thunderstorms and Lightning**:
	* If lightning is observed or thunderstorms are imminent, games and practices will be suspended immediately. Players will be directed to a safe shelter.
	* The League will cancel activities for at least 30 minutes after the last lightning strike or thunderclap. If conditions do not improve, the event may be rescheduled or canceled for the day.
	* Communication regarding suspensions, delays, or cancellations will be sent out via the league's app, email, and Facebook posts.
2. **Extreme Heat**:
	* In cases of extreme heat (e.g., temperatures above [designated threshold]), the following measures will be taken:
		+ Water breaks will be scheduled more frequently.
		+ Activities will be adjusted or shortened to minimize exposure.
		+ Coaches will monitor players for signs of heat exhaustion or heat stroke.
	* If the heat index reaches a dangerous level, games and practices will be suspended or canceled.
	* The League will notify parents of any cancellations or adjustments through Facebook and email.
3. **Severe Weather**:
	* For severe weather (e.g., tornadoes, blizzards), outdoor activities will be canceled, and all participants will be directed to safe areas.
	* Any cancellations or changes will be communicated through the league's app, email, and Facebook.

#### **VII. Equipment**

* **AED Location**: [Designated location on the field or facility (e.g., near the team benches or central field area)].
* **First Aid Kit**: Available at all practices and games, located at [designated location].
* **Communication Devices**: Staff members should have access to mobile phones to communicate with EMS and league organizers.

#### **VIII. Training and Drills**

* All coaches, league staff, and volunteers will be trained in basic first aid, CPR, AED use, and emergency response procedures.
* The league will conduct an annual emergency preparedness drill, which will include mock scenarios involving medical emergencies, threats, and weather-related incidents.
* Coaches and volunteers will receive training on how to respond to different medical emergencies and how to implement the Emergency Action Plan.

#### **IX. Review and Updates**

* The Emergency Action Plan will be reviewed and updated annually, or after any significant incident, to ensure its relevance and effectiveness.
* Any changes in staff or volunteers will require a briefing on the Emergency Action Plan to ensure all individuals are aware of their roles.

#### **X. Communication Plan**

* In the event of a significant incident or emergency, the league organizer will communicate with all parents and guardians of players involved in the situation.
* Updates will be shared through the league's communication channels (Facebook, email, and app).
	+ **Facebook**: [NMARS Santa Fe NFL Flag Football](https://www.facebook.com/nmarssfff/)
	+ **Email**: nmarsflagfootball@gmail.com