



# Calgary Field - Emergency Action Plan

Maria Deitz

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Emergency Personnel Names and Phone Numbers  
**Designated Responsible Official:**

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

**Emergency Coordinator:**

Name: Maria Deitz

Phone: 403-990-9105

Employee Training and Responsibilities

All medical coordinators are responsible for an updated CPR certification and/or Sports First Responder (SFR) every three years.

All employees are responsible for reviewing the EAP and their roles that they are required to fill.

Communication: Code System and Initiation of EAP

**Code 1:** Immediate response required

**Code 2:** Respond Promptly, non-life threatening

**Code 3:** Render assistance

**Code 4:** Fire-Power failure-Severe Weather-Pandemic-Violence etc.

An emergency situation has been identified by a staff member. One of the treating Doctors is alerted immediately and they will initiate the EAP.

**Code 1:** Emergency coordinator or bystander calls 911, assistant obtains medical kit and AED, doctor stays with patient and provides care/monitors vitals.

**Code 2:** Emergency coordinator on standby, doctor obtains medical kit and provides care/monitors vitals.

**Code 3:** Doctor Responds and evaluates situation.

**Code 4:** First on scene activates alarm, doctor coordinates evacuation procedures.

## Emergency Phone Numbers

**EMERGENCY:** 9-1-1

**FIRE DEPARTMENT:** 403-264-1022

**PARAMEDICS:** 9-1-1

**POLICE:** 1-866-277-4473

## 911 Call Script

There is a life/non-life threatening emergency at Optimist Athletic Park at 5020 26 Avenue SW on field (Name Field 1 or 2). The patient is presenting with Type of suspected injury (ie. LOC/Difficulty breathing/chest pain/nausea/suspected fracture etc. Take special care to provide as much information as possible). The patient is in stable/worsening condition. The current assistance is being provided CPR/Defibrillation/Supportive Care. The entrance to Optimist Athletic Park is off 26 Avenue SW. Someone is waiting to guide paramedics. Our call back number is 403-465-0228 (Bob Snider) or 403-990-9105 (Maria Deitz).

## Emergency Reporting

Call medical emergency phone number (check applicable):

- Paramedics
- Ambulance
- Fire Department
- Other

Provide the following information:

- a. Nature of medical emergency
  - b. Location of the emergency (address, building, room number)
  - c. Your name and phone number from which you are calling.
- Do not move victim unless absolutely necessary.

- Call the following personnel trained in CPR and First Aid to provide the required assistance prior to the arrival of the professional medical help:
- If personnel trained in First Aid are not available, as a minimum, attempt to provide the following assistance:
  1. Stop the bleeding with firm pressure on the wounds (note: avoid contact with blood or other bodily fluids).
  2. Clear the air passages using the Heimlich Maneuver in case of choking.
- In case of rendering assistance to personnel exposed to hazardous materials, consult the Material Safety Data Sheet (MSDS) and wear the appropriate personal protective equipment. Attempt first aid ONLY if trained and qualified.

### Emergency Service Access

#### **Route Options:**

**To access Field 1, and 2 – Off 26 Avenue SW**

### Emergency Equipment

#### **AED**

Available at Optimist Athletic Park.

#### **Emergency First Aid Kit**

The first aid kit should include: emergency phone numbers, contents check list, a first aid manual, disposable rescue breathing barrier device, sterile gauze pads, a flash light/pen light, anti-septic wipes, rolled bandages, topical antibiotics, emergency blanket, glucose gel tube, sterile saline solution, large pressure dressings, adhesive tape, triangular bandages, adhesive bandages, bandage scissors, tweezers, safety pins, chemical cold packs, disposable gloves, a pencil and/or pen.