Cottonwood Farm Emergency Action Plan
Cottonwood Farm Address: 1700 Streets Ferry Road, Vanceboro, North Carolina 28586
Phone: (252) 670-9070 & (252)671-2929

Emergency Personnel¹-

Athletic Trainer(s) (AT), Athletic Training Student(s) (ATS), Sports Program Supervisor(s) (SPS), Facility Manager(s) (FM) and/or Club Sport Safety Officer (SO)

Roles of First Responders

If AT is on site:
   i.   AT- Immediate care of injured person(s)
   ii.  ATS / SPS- retrieval of emergency equipment
   iii. ATS / SPS / SO- contacting emergency services (911)
   iv.  ATS / SPS / SO- verbally direct ambulance to site via phone and flag down EMS in parking lot to physically direct them to the scene

If AT is NOT on site:
   i.   SPS1 / FM or SO- First aid/emergency care within the scope of their first aid and AED/CPR training
   ii.  SPS2, FM, or SO- retrieval of emergency equipment
   iii. SPS2 or FM- contact emergency services (911)
   iv.  SPS2, FM, or SO- verbally direct ambulance to site via phone and flag down EMS in parking lot to physically direct them to the scene

Emergency Equipment

All emergency equipment is brought to games/events by the AT.

If the AT is not present, the SPS or FM has the AED, CPR facemask, and first aid kit on their person. Safety officer has a first aid kit.

If the AT or SPS are not present, a coach, teammate or SO can retrieve the emergency equipment. The AT keeps the AED, splint bag, and stat pack off campus. Other emergency supplies (first aid kit) is located with the safety officer.

AED Location: When AT is present, AED is on the AT’s person. If there is no AT, NO AED is on site.


Emergency Communication

If cell phones are not usable: a landline phone can be found (1) on the second floor of the main barn and (2) Barn owner’s cabin

“Hello my name is ________. I am calling from Cottonwood Farm where there is an emergency and we need an ambulance. There is a suspected _______ (describe injury/illness- head/neck injury, cardiac collapse, etc.). The person is (state one) conscious or unconscious. The injured is located on/at _______ (Main Barn, Main Barn Field, Covered Ring, etc.). A person in a _____ colored shirt will flag you down when you arrive.”

Answer all the dispatcher’s questions and stay on the line until EMS hangs up.

See page 2 for directions to facility.

¹ All SPS, SO, and FMs are CPR, AED and first aid certified. AT’s are CPR/AED/BLS, BOC certified and licensed to practice athletic training.
² Splint bag includes- CPR mask, rigid cervical collar, vacuum splints and accessories, ankle boot, sling, towels & ace wraps.
³ Stat pack includes-
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Directions to Facility

Washington Post Rd: Continue Northwest on Washington Post Rd. Turn right onto Streets Ferry Road. Continue straight on Streets Ferry Road for about 10 mins. Turn left into the Cottonwood Farm driveway.

State Camp Rd: Continue East on State Camp Road. Turn right onto Streets Ferry Road. Continue straight on Streets Ferry Road for about 5 mins. Turn right into the Cottonwood Farm driveway.

River Rd: Continue East on River Road. Turn right on Cow Pen Landing Rd. Continue on Cow Pen Landing Rd as it turns into Landing Road. Turn left at the secondary entrance to Cottonwood Farm (opposite of Spring Meadows Rd).

Facility Map

Closest Emergency Center

*If injured person refuses an ambulance ride, please direct them to (1) for life threatening emergencies or (2) all other care.*

1. ECU Health Medical Center Emergency Department (30.6 miles, approx. 43 min drive)
   a. Address: 2100 Stantonsburg Road, Greenville, NC
   b. Phone: (252) 847 - 4100