



# Cottonwood Farm Emergency Action Plan

Cottonwood Farm Address: 1700 Streets Ferry Road, Vanceboro, North Carolina 28586

Phone: (252) 670-9070 & (252)671-2929

## Emergency Personnel<sup>1</sup>

Athletic Trainer(s) (AT), 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. **SPS**- retrieval of emergency equipment
- iii. **SPS / SO**- contacting emergency services (911)
- iv. **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 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, and splint bag 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 Equipment Available:** AED (1), First Aid Kit<sup>2</sup>, Splint Bag<sup>3</sup> (if AT 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.**

<sup>1</sup> All SPS, SO, and FMs are CPR, AED and first aid certified. ATs are CPR/AED/BLS, BOC certified and licensed to practice athletic training.

<sup>2</sup> First aid kit is to be brought by the club's safety officer.

<sup>3</sup> Splint bag is located with the AT includes- CPR mask, rigid cervical collar, vacuum splints and accessories, sling, towels & ace wraps.

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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 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