



## Delaware State University

**University Area(s) Responsible:** Athletics Department, and Risk Management

**Policy Number & Name:** 11-03:Catastrophic Injury Plan

**Approval Date:** 1/30/2013

**Revisions:** \_\_\_\_\_

**Reviewed:** \_\_\_\_\_

**Related Policies & Procedures:** Athletic Injuries and Blood-Borne Pathogens

### I. Purpose

To set forth an established plan of action for a catastrophic injury.

### II. Scope and Applicability

All DSU Varsity Student-Athletes, Cheerleaders and any other students deemed to be under the jurisdiction of the Delaware State University ("DSU") Department of Intercollegiate Athletics.

### III. Definitions

#### A. Catastrophic Injury Plan:

1. Sudden Death of a student-athlete, coach, and or Athletics Department member
2. Disability/Quality of Life Altering injury/illness including, but not limited to:
  - a. Spinal Cord Injury resulting in partial or complete paralysis;
  - b. Loss of a paired organ;
  - c. Severe head injury

- d. Injuries/illness resulting in severely diminished mental capacity or other neurological injury that results in an inability to perform daily functions (e.g. coma); and
  - e. Irrecoverable loss of speech, hearing (both ears), sight (both eyes), or one or both arm(s) and/or leg(s).
3. Other incident as deemed appropriate.

**A. Coach** is any person who is designated by the DSU Department of Intercollegiate Athletics to give feedback or direction during practice, games or organized activities related to a sport and who serves in that capacity on a volunteer or paid basis.

**B. Student-Athlete**

A student-athlete is a student currently enrolled at DSU whose enrollment was solicited by a member of the athletics staff or other representative of athletics interests with a view toward the student's ultimate participation in the DSU intercollegiate athletics program. Any other student becomes a student-athlete only when the student reports for an intercollegiate squad that is under the jurisdiction of the Athletics Department, as specified in the NCAA Constitution 3.2.4.5. A student is not deemed a student-athlete solely on the basis of prior high school athletics participation.

**IV. Policy**

The policy of the Delaware State University Department of Intercollegiate Athletics with regard to a student-athlete who has sustained a catastrophic injury during a Home Practice or Game as set forth below will be followed in all instances.

**V. Procedure**

1. Delaware State University personnel, a member of the coaching staff, and/or a member of the Delaware State University Athletics Department will accompany the injured student-athlete to the medical facility with the student-athlete's emergency medical/insurance information.
  - a. Once at the medical facility, the designated individual will call back to the Delaware State University certified athletic trainer's cellular phone with any medical updates.
2. A Delaware State University certified athletic trainer will immediately contact **the Director of Sports Medicine** and the **Team Physician** or assigned team physician for that day (if applicable) to notify him/her of the emergency situation.
  - a. The Director of Sports Medicine will immediately notify the Athletics Director to notify him/her of the emergency situation, and will keep all designated parties updated at regular intervals.
    - i. The Athletic Director and or his or her designee will contact other Athletics Department and University administrative personnel as he/she deems necessary.

3. The Director of Sports Medicine, Head Team Physician and/or their designees, and/or other Athletics Department personnel will make every effort to notify the injured student-athlete's family/next of kin of the emergency situation.
  - a. The Athletic Director will continue to communicate with the injured student athlete's family/next of kin and will provide medical updates as necessary.
  - b. The Athletic Director and/or the sports team's administrator will assign a member of the DSU Athletics Department staff to assist with travel and lodging arrangements for the injured student-athlete's family/emergency contact, be available to the family at all times upon arrival, and assist the family as needed.
4. At the conclusion of the game/practice, the Team Physician and/or his/her designee (if available), the Director of Sports Medicine, Head Coach, and/or the Athletic Director and/or his designee (if available) will update the team in the locker room as to the injured student-athlete's condition.
  - a. All team and department personnel will not speak with the press/media regarding the injured student-athlete and/or the emergency situation, but will refer all media inquiries to **Delaware State University Communications/Media** and/or his/her designee.
5. The Head Team Physician, Director of Sports Medicine, the Athletic Director and/or his designee, and other appropriate personnel will proceed to the medical facility as soon as possible.
6. Once the student-athlete's family/next of kin has been notified of the emergency situation and gives their consent, the Team Physician(s) and the Athletic Director and/or his designee, in consultation with medical personnel from the facility, a member of Delaware State University's Media Relations Department, Delaware State University President's Office/General Counsel, the Assistant Athletic Directors, and Director of Sports Medicine, will prepare a statement concerning the injured student-athlete to be released to the press/media.
  - a. The Media Relations Department is not authorized to release information concerning the situation to any member of the press/media until the student-athlete's family/next of kin has been notified, has given their consent, and the Team Physician, Delaware State University's Presidential Office/General Counsel (if applicable), and Athletic Director and/or his designee have approved and authorized the statement.
  - b. Delaware State University Communications/Media is designated to be the university spokesperson regarding the medical situation.
  - c. At no time is anyone besides the aforementioned personnel authorized to speak to anyone concerning the injured student-athlete and the emergency situation.
7. Delaware State University personnel and/or other appropriate personnel will be responsible for arranging a private meeting space for all team and University personnel at the medical facility.
  - a. It is the responsibility of Delaware State University Media Relations Department to see to it that all press/media are kept properly informed but are not permitted to "harass" team or University personnel in or around the medical facility.
8. Delaware State University Sports Medicine Personnel will be responsible for contacting authorities at the medical facility and on Delaware State University campus for the

purpose of arranging psychiatrists, psychologists, chaplains, grief counselors, etc. for the use of all team and University personnel.

- a. Michael Monk counselor 1-302-857-7381
  - b. Number for Delaware State University Counseling Center 1-302-857-7381
9. The Director of Sports Medicine will be responsible for the following:
- a. Compiling complete documentation of events from everyone involved in the incident with signatures;
  - b. Constructing a detailed time line of events related to the incident;
  - c. Collecting and securing all equipment/materials involved in the incident
  - d. Filing appropriate insurance claims; and
  - e. Conducting a “debriefing” session with sports medicine personnel.

## **VI. Responsibility:**

### **Catastrophic Incident Management Team (CIMT):**

- Athletics Director
- Senior Woman Administrator
- Director of Sports Medicine
- Team Physician(s)
- Director of Health Services
- Associate Athletic Trainer(s)
- Graduate Assistant Athletic Trainer(s)
- Appropriate Delaware State University Sport Supervisor(s)
- Delaware State University Athletics Media Relations
- Delaware State University Communications/Media
- Delaware State University General Counsel
- University Risk Manager
- Delaware State University Counseling Center