



## Medical Timeout Card

| Medical staff                                    | Home Staff | Contact information | Away Staff | Contact information |
|--|------------|---------------------|------------|---------------------|
| <b>Athletic Trainer</b>                          |            |                     |            |                     |
| <b>EMS</b>                                       |            |                     |            |                     |
| <b>Physician</b>                                 |            |                     |            |                     |
| <b>Game Administrator/<br/>Athletic Director</b> |            |                     |            |                     |
| <b>Officials</b>                                 |            |                     |            |                     |
| <b>AT Students</b>                               |            |                     |            |                     |

To review before each game:

- Venue specific emergency action plan
- AED locations
- Backboard/C-Spine protocol/ face mask removal tool
- Designated hospital location/directions
- Environments risk status- heat, cold, lightning, etc
- EMS
- Hand signals



“While it is imperative to have an Emergency Action Plan, it is equally important that the EAP be practiced and understood by all involved. A medical timeout is designed to prepare athletic trainers, emergency medical services, team physicians and anyone designated as responsible for the medical well-being of athletes or spectators on game day to be aware, prepared and educated. Communication between these individuals can make the difference between a positive outcome and a negative experience should an injury or incident occur. Following a medical timeout procedure reduces, and in most cases, eliminates chaos and confusion because these professionals simply took the time to be prepared.

All great professionals know being prepared is vital to achieving success. Whether it's in business, academics, medicine or sports, many of us run through at least a mental checklist before we engage in activity. It's within that preparation that we find what is needed, how it should be implemented and what to do if everything we've planned for doesn't come to fruition. Those who are truly prepared take the time to verbalize and record those thoughts in an effort to get others moving in a similar direction. Leaders strive to be proactive and take the time to prepare themselves, their staff and everyone around them to effectively respond in the best- and worst- case scenario.” (Korey Stringer Institute <https://ksi.uconn.edu/prevention/emergency-action-plans/medical-time-out/>)

The medical timeout should be coordinated by the home team sports medicine staff. It is highly encouraged that venue specific EAP's should be sent to the away teams athletic trainer before the event occurs.

The standard time to complete the medical timeout is approximately 30 mins before kickoff and all necessary personnel should be in attendance. The home team medical staff should inform all staff of time and location.

Record emergency equipment available on both sidelines and determine procedure of spinal immobilization. Assign lead team members and designate C-spine head control staff.

Hand signal review as needed

Discuss teamwork options for spectator injury, SCA, and heat illness.

Confirm landing zone for aeromedical support if applicable

Athletic trainer responsibility: Emergency response plan, player medical history, equipment removal tools

Physician responsibility: Sports injury experience, care coordination

EMS provider responsibility: AED, C-Collar, Stretcher, backboard and straps, airway, aeromedical landing coordination etc.

School Officials and law enforcement responsibility: Keys to gates and doors, directions to hospital, scene control, equipment retrieval if necessary.