



Athletic Trainer Info & Expectations



Missy Hansen, MS, LAT



Children's
Wisconsin

Athletic Trainer Contact Info

Missy Hansen, MS, LAT

Phone: 262-498-6197

Email: mhansen2@childrenswi.org

Hours: 2:30-5:30 + most home events

Experience: serving Waukesha West as the athletic trainer for 20 years!



Emergency Action Plan

- Coaches will receive a Google doc EAP specific to their sport before the season.
- Each team/level has its own EAP.
- EAP must be completed and practiced the first week of the season.

START CPR CALL 911 GET THE AED

WAUKESHA WEST ATHLETICS – EMERGENCY ACTION PLAN			
COACH			
SPORT/ACTIVITY			
LEVEL			
SEASON			
EMERGENCY CONTACTS			
1 st Call	911		
2 nd Call	Athletic Trainer		
3 rd Call	Athletic Director		
4 th Call	Athletes Parents		
Nearest Phone:	Outdoor:	Indoor:	
AED Location:	Outdoor:	Indoor:	
EMS Access Point:	Outdoor:	Indoor:	
EMS Cross Street:			

In the event of a cardiac emergency OR any emergency, the trained coach will be the lead responder and will activate the student response teams as follows.

SITUATIONS WHEN TO CALL 911

- An athlete is not breathing or has lost consciousness
- Athlete is suspected to have a neck or back injury
- Athlete has an open fracture (bone has punctured through the skin)
- Severe heat exhaustion or suspected heat stroke
- Severe bleeding that can't be stopped

Lead Responder - CPR/AED TEAM (Those trained in CPR)

If someone collapses, is not breathing normally, and is unresponsive to shaking, initiate response protocol:

- Lead responder/coach should stay with injured athlete at all times
- Instruct Emergency Call Team to call 911 and staff numbers listed.
- Instruct AED Retrieval Team to get the AED from nearest location and locate the athletic trainer.
- Send someone to the EMS Access Point.
- Start CPR.
- Once the AED arrives, turn it on and follow voice prompts.
- Continue CPR/AED use until EMS arrives.

911 Team

- Student 1. Call 911: Provide the dispatcher with a quick description of the medical emergency. Provide the dispatcher with the EMS Access Point and Cross Street as listed above.
- Student 2. Go to the EMS Access Point to meet the ambulance.
- Student 3. Call Emergency Contacts (2nd-4th) as listed above. Provide a quick description of the emergency and provide the victim's name and location.

AED Retrieval Team

- Student 1. Retrieve the AED and give it to the Coach/Lead Responder.
- Student 2. Locate the Athletic Trainer and escort to the medical emergency.

START CPR CALL 911 GET THE AED

STUDENT RESPONSE TEAMS

CPR/AED TEAM (Those trained in CPR)

This team is responsible for the administering CPR and for applying the AED. It is recommended that the student-athletes on the CPR/AED Team be trained in CPR and AED use.

Lead Responder	Coach/Advisor:
Responder	Student 1:
Responder	Student 2:
Responder	Student 3:

911 TEAM

This team is responsible for calling 911 and letting EMS know the details of the emergency, including the location and nearest access point to the victim. DO NOT hang up until EMS has told you to do so!

911 Caller	Student 1:	Student 2:
Staff Caller	Student 1:	Student 2:
Meet EMS	Student 1:	Student 2:
Meet EMS here	Outdoor:	Indoor:
Nearest Phone	Outdoor:	Indoor:

AED RETRIEVAL TEAM

This team is responsible for retrieving the AED and bringing it to the victim as quickly as possible. This team should know the location of the nearest AED and, if there is an Athletic Trainer on staff, where the ATC is usually stationed during practices and games.

Get AED	Student 1:	Student 2:
Get Athletic Trainer	Student 1:	Student 2:
AED Location	Outdoor:	Indoor:
Typical Location of The Athletic Trainer		

This form is to be completed by the coach and returned to the Athletic Director & Athletic Trainer

Injury Protocols

Initial Response

- Refer injured athlete to Missy
- If unavailable, assess injury for emergency

After Hours/Away Games

- Injured athlete should follow up with Missy the next day

Co-op Sports

- Refer injured athlete to home AT (West, North, South, CMH)

Action Plan

EMERGENCY:

- Fracture, dislocation, altered consciousness, severe bleeding, etc.
- Follow EAP protocol

NON-EMERGENCY:

- Assist athlete to sideline & apply ice
- Contact Missy for evaluation (call/text)

HEAD INJURIES:

- Notify Missy immediately
- May not return to play until written clearance by athletic trainer or physician.
- Contact parents at time of injury.

Injury Protocol Documentation

Playing Status

- Missy will notify coaches of playing status after evaluating an injured athlete.

Medical Visits

- If an athlete sees a doctor, they must provide **written medical clearance** before returning.
- The note must be given to both the coach and Missy.

Accident Report

Coaches need to fill out SDW Incident Form (found on website) if:

- 911 is called
- Athlete is referred to ED or Urgent Care
- Injury results from equipment or facility issue needing repair

Med Kits

One Per Team: Every team and level must have a dedicated kit.

Always Present: Must be at all practices and games (home & away).

Pre-Season Restock: Bring kits to the training room before the season begins.

Self-Reliance: do not assume an athletic trainer will be on-site!



First Aid/Blood Protocols

FIRST AID PROTOCOL

Responsibility: Coaches should handle minor injuries/first aid if athletic trainer is unavailable.

Required Supplies (utilize from med kit):

- Band Aids
- Gloves
- Nose plug
- Tape
- Cavicide spray

BLOOD CLEAN UP PROCEDURES

Jersey:

1. Put gloves on
2. Apply hydrogen peroxide to gauze
3. Scrub blood until removed

Gym Floor:

1. Put gloves on
2. Use Cavicide spray + paper towel/gauze pad
3. Wipe surface clean

Water Supply Guidelines

WATER PREP

Access: water coolers and bottles are available in the training room for practices/games.

Staffing: a coach or designated person from the team are responsible for filling & returning supplies.

RETURN PROCEDURES

Return: all coolers/bottles should be returned by the end of day.

Accountability: ensure complete rack of 6 water bottles are returned.

Winter Sports Exception: Missy will provide water for home games.

Whirlpool Bath

PREPARATION

Notify: inform Missy before practice if needing the ice bath.

Supervision: an adult must be present at all times.

Attire: shorts and t-shirts are required.

Storage: keep socks & shoes in the hallway

USAGE & CLEAN UP

Essentials: bring your own towel or shirt for drying off.

Cleanup: drain the bath & squeegee the floor after use.

Conduct: keep voices low to maintain a quiet environment.

Sports Psychology Program

Dr. Charlie Shanaver, PhD partners with our coaches & teams at West to:

- Strengthen communication
- Improve responses to failure
- Prepare for high pressure situations
- Address challenging team dynamics
- Promote a healthy, collaborative supports systems for young athletes.



Dr. Charlie Shanaver, PhD

Student Athletic Trainers

SAT's help Missy during the school year through a health co-op class.



SAT's are trained to help with:

- Preparing Water
- Making ice bags
- Basic first aid
- Taping
- Assisting with rehab exercises
- On field injuries
- Implementing EAP



Kids deserve the best.