



Healesville Tennis Club

Medical Emergency Response Plan

The HTC coach holds a level II First Aid certificate and is present at all coaching sessions and Junior clinics.

The HTC cannot guarantee that a first aid officer will be available for all tennis sessions.

A First Aid Box is available within the clubhouse:

- 1 x fixed at kitchen entry and
- 1 x portable on fridge.

Injury

In the event of an injury occurring provide immediate care of the injured or ill player.

1. Support and reassure the injured person
2. Ascertain if there is a qualified first aid person present to attend to the injured party
3. Initial First Aid provided as indicated by the nature of the injury
4. Move the person when safe to do so into the clubhouse to complete First Aid as required by the injury.
5. Parents of Juniors to be notified of injury by supervisor/Convenor
6. Ambulance to be called for more severe injuries requiring medical intervention. Provide clear instructions to the ambulance re:
 - a. Nature of injury
 - b. Address – including access point. Eg. Healesville Tennis Club, Queens Park, entry via Don Rd, keep to right of football ground and turn right into Queens Park 2nd building on left.
7. Have someone wait for Ambulance to direct to injured party
8. Complete Incident Form

Medical Emergency

Defined: as any medical event requiring immediate medical care, or Ambulance assessment and transportation to an Emergency Department. (Seizures, Changes in consciousness, Breathing difficulties, Allergic reactions, Diabetic emergency)

1. Stay with person - provide first Aid as appropriate or commence Basic Life Support
2. Assess whether person is safe to be moved into clubhouse, or commence treatment in situ.
3. Ascertain if there is a qualified first aid person present to attend to the injured party
4. Call for Ambulance (phone 000) – Provide clear instructions for Ambulance including:
 - a. Nature of injury
 - b. Address – including access point. Eg. Healesville Tennis Club, Queens Park, entry via Don Rd, keep to right of football ground and turn right into Queens Park 2nd building on left

5. If Basic Life Support commenced and Automatic External Defibrillator (AED) available, AED must be collected by person not providing immediate support and brought to emergency. Only trained persons should operate AED.
6. Continue to provide support and first aid until ambulance arrives.
7. Next of Kin to be notified of event and where person transferred to
8. Incident form to be completed

Away Games:

If an injury or medical emergency occurs at another site where a HTC team is playing, be guided by the home clubs medical emergency plan or follow the guidelines as set out above.

HTC requests all junior players to identify whether they have a medical condition that the club needs to be aware of and the treatment plan required in event of an emergency.

In the event of a medical emergency within the park, if a club member trained in AED use is present, the AED should be utilised to support the first aid resuscitation efforts until an ambulance arrives.

Policy Review:

This policy will be reviewed annually to ensure it remains current and relevant to the Healesville Tennis Club.

Signed: 
Kathy Cameron

Position: President

Date: 8 October 2018

Signed: 
Chris Wittkopp

Position: Secretary

Date: 8 October 2018

Next Policy review date is Dec 2019