

Emergency Action Plans

An emergency action plan (EAP) written document detailing WHO does WHAT, WHEN in the event of an aquatic emergency. An EAP should be:

- ✓ Written with copies posted in key areas for quick reference
- ✓ Simple and easy to follow
- ✓ Practiced regularly
- ✓ Designed to integrate all individuals who will be involved, including Public Safety personnel that will respond to your facility.
- ✓ Developed for different types of emergencies. See below*

**The format used to write the EAP is not as important as making sure that each responsibility is clearly assigned, and the plan is easy to follow.

*Different types of EAP that needs to be developed

- 1) Non-life-Threatening Emergency: suspected sprains/strains, serious lacerations and/or incisions with controlled bleeding, any questions injuries
- 2) Life –Threatening Emergency such as: drowning, heart attack, severe bleeding, stroke, unconscious/unresponsive, etc.
- 3) Weather Emergency Plan: severe thunderstorm, tornado watch, Tornado warning
- 4) Bodily Fluids or Fecal Exposure; Fecal Accident, Vomit, Blood
- 5) Child Supervision: lost child, unattended child (under 12). Abducted child

**Emergency Action Plan can be in 3 different forms.

- 1) Venn Diagrams provide a visual picture of the relationship between all individuals involved in managing an emergency.
- 2) List format – step by step narratives
- 3) Flow chart format

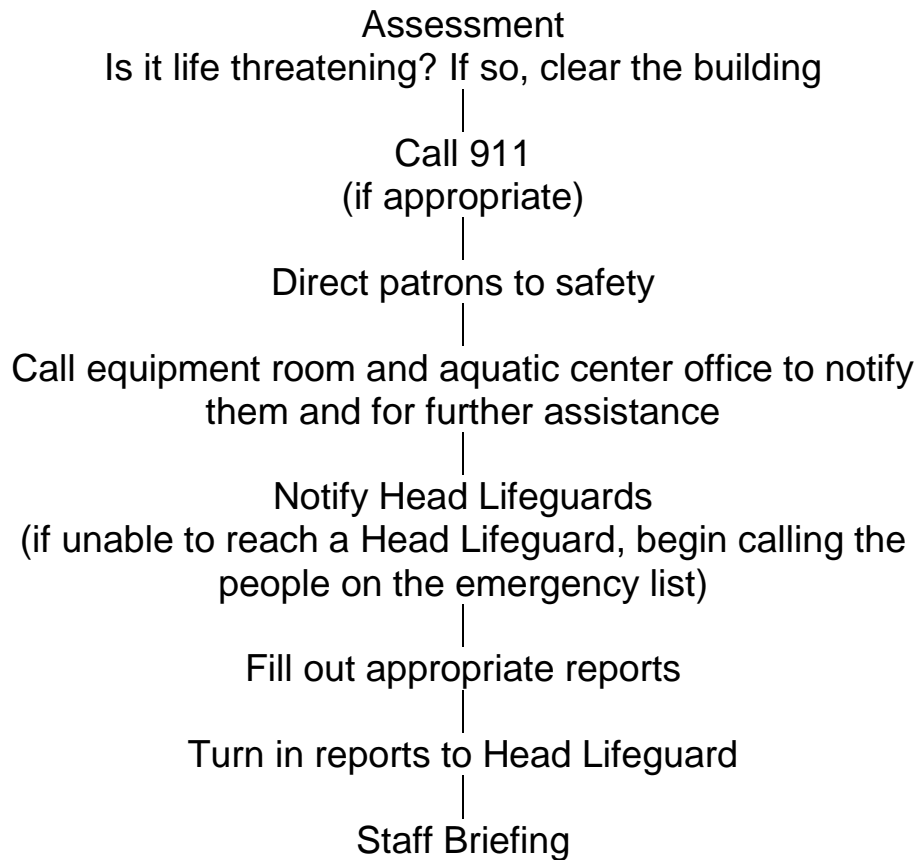
Duties to be defined:

- ✓ Call EMS. Know the phone number and dialing instructions if other than 911 (such as dialing 9 first)
- ✓ Signal for equipment/help
- ✓ Clear facility of patrons or maintain surveillance
- ✓ Remove or control dangerous conditions (shut off gas, electricity, etc)
- ✓ Control or evaluate crowds and maintain supervision of the facility
- ✓ Bring equipment to scene
- ✓ Attend to victim and provide care
- ✓ Meet EMS, unlock gates or doors
- ✓ Notify parents or relatives
- ✓ Obtain and secure victim's personal belongings
- ✓ Gather data/write reports
- ✓ Serve as spokesperson and provide information to media

Emergency Action Plan Examples

Courtesy of the University of Minnesota Aquatics Program

FACILITY EMERGENCY



Sample Only

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WEATHER EMERGENCY

Lifeguard is alerted

3 whistles – Clear the pool/building

Direct patrons to wet tunnel (southwest corner of building) If necessary, use dry tunnel

Call equipment room and aquatic center office to notify them and for further assistance

Notify Head Lifeguards
(if unable to reach a Head Lifeguard, begin calling the people on the emergency list)

Maintain crowd control and monitor situation on radio

Fill out appropriate reports

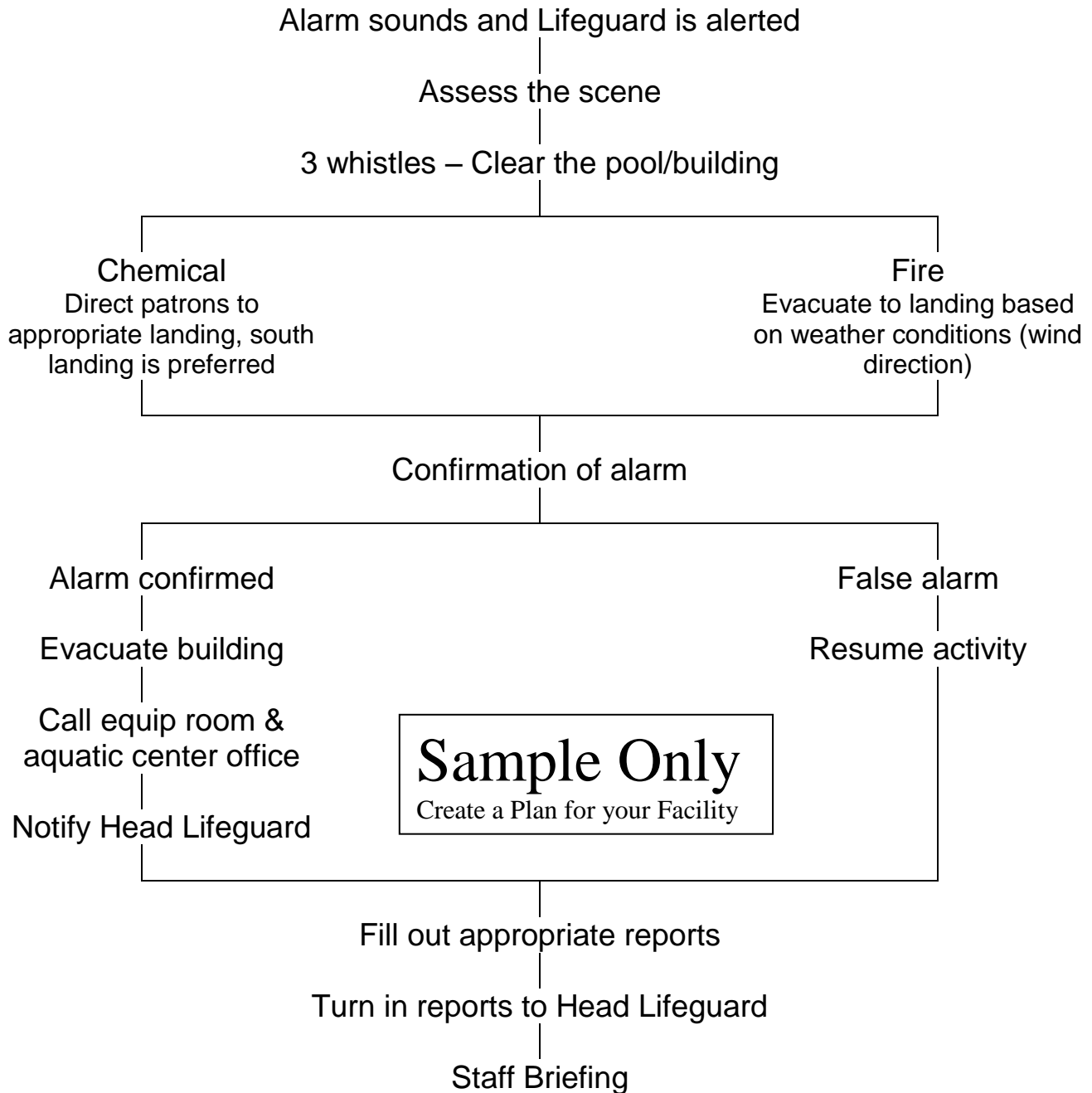
Turn in reports to Head Lifeguard

Staff Briefing

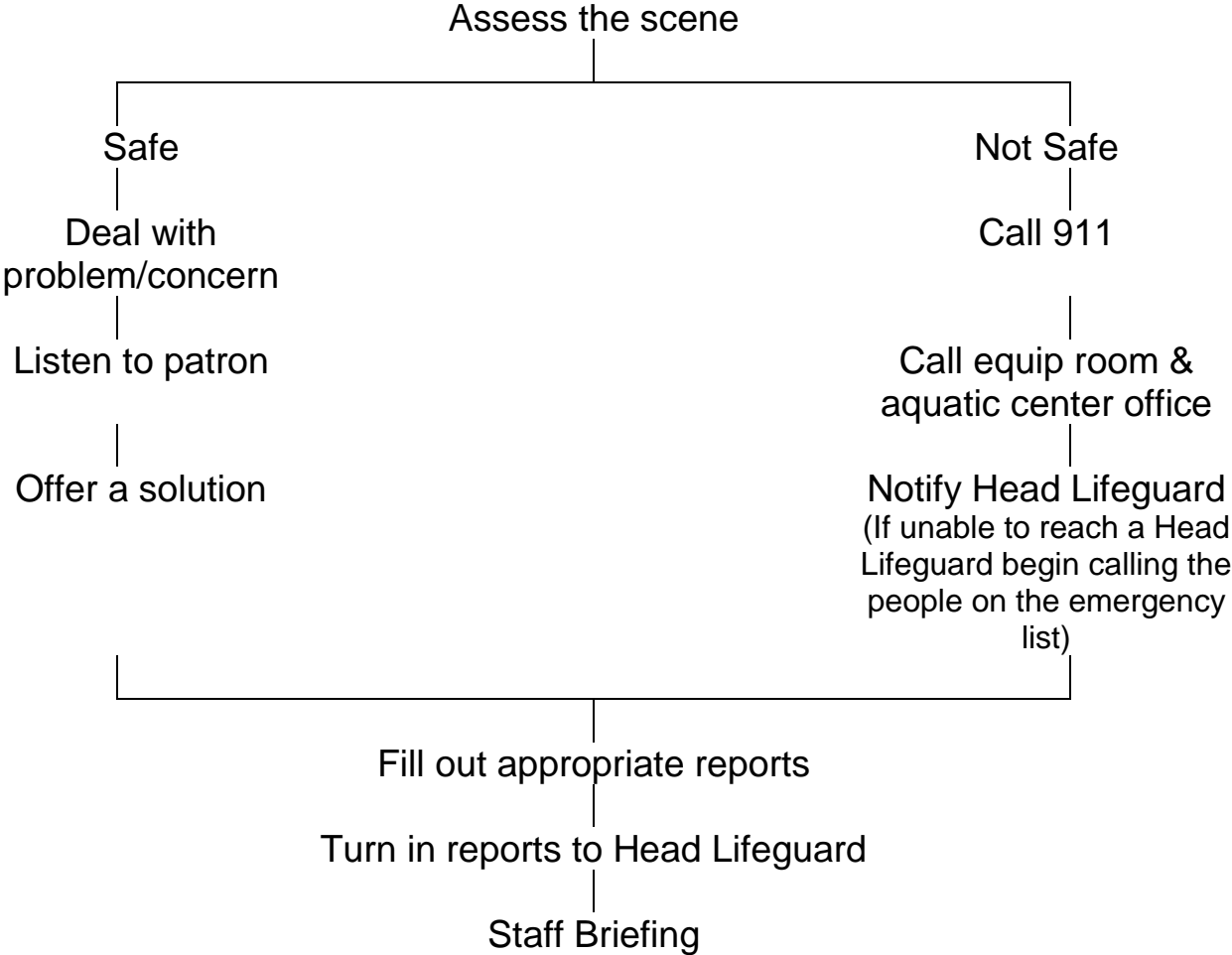
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FIRE & CHEMICAL EMERGENCY



EMERGENCY INCIDENT



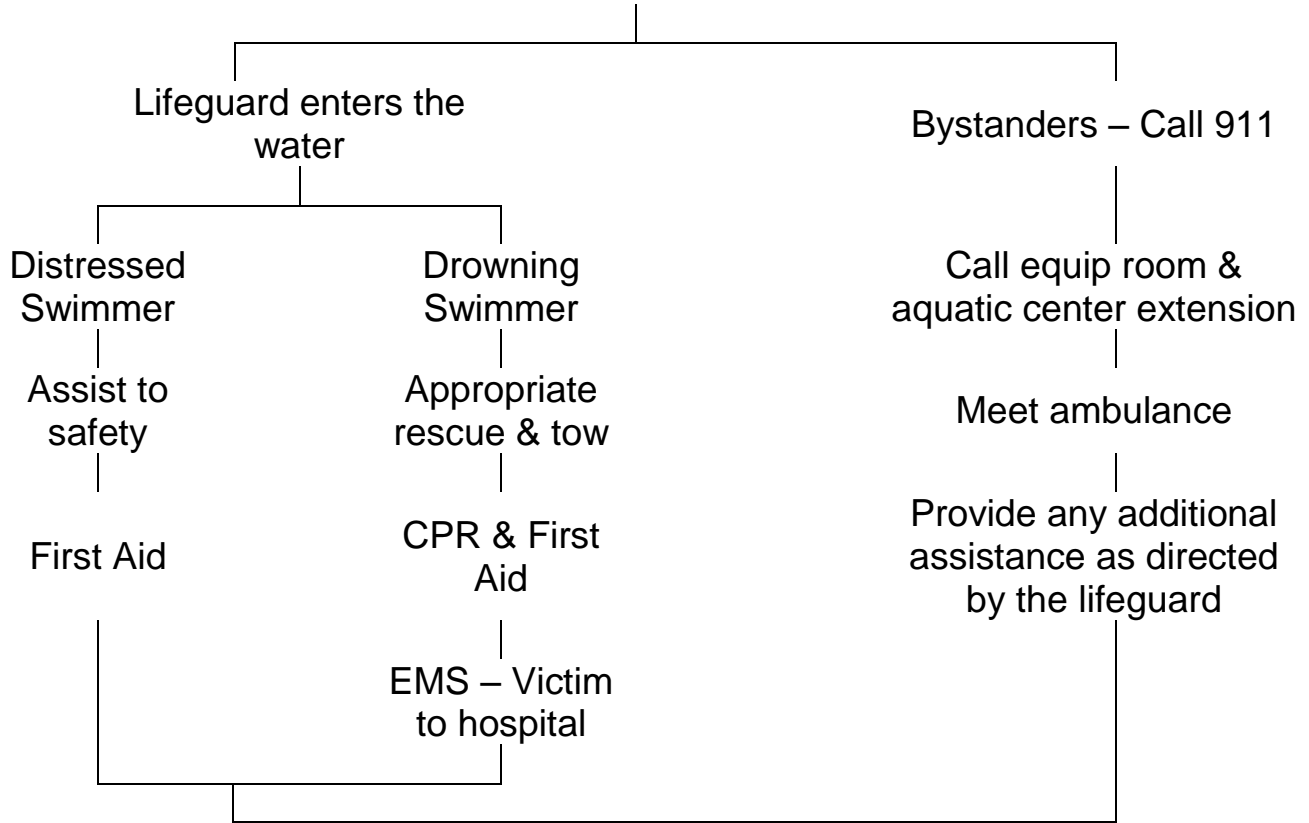
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DROWNING EMERGENCY

3 Whistles – Clear the pool

Assess the scene

Secure additional assistance



Notify Head Lifeguard
(If unable to reach a Head Lifeguard begin calling the people on the emergency list)

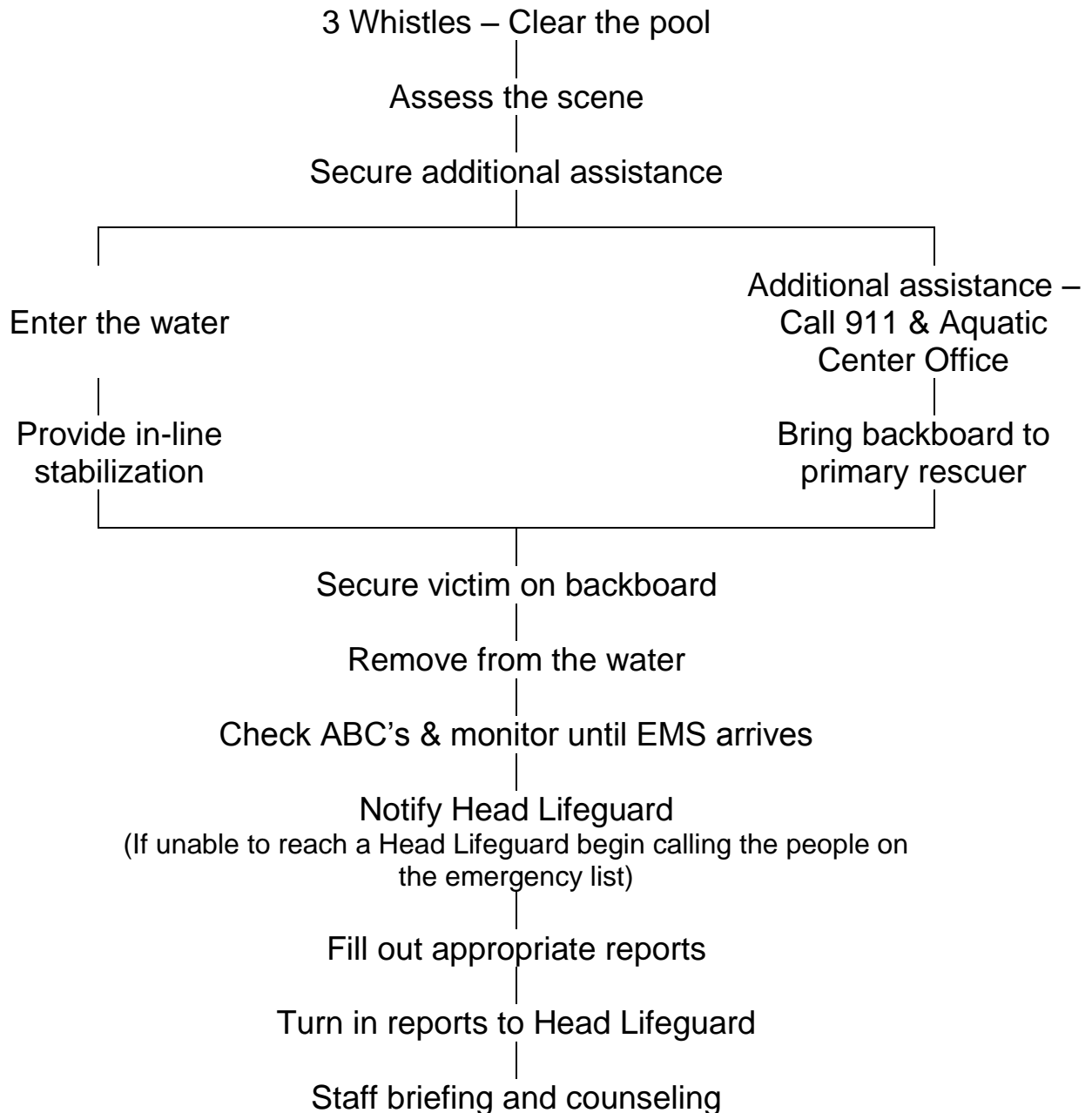
Fill out appropriate reports

Turn in reports to Head Lifeguard

Staff briefing and follow up counseling

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SPINAL MANAGEMENT



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911 CALL EXAMPLE

The following is a sample of the message that is hung beside each emergency phone. This sign provides directions to the appropriate emergency entrances. It also allows untrained persons provide the appropriate information to the 911 operator.

THIS PHONE IS

FOR EMERGENCY USE ONLY

1. DIAL "911".
2. Read the following message:

"AN AQUATIC EMERGENCY EXISTS AT THE UNIVERSITY AQUATIC CENTER, 1910 UNIVERSITY AVE SE. PLEASE COME AT ONCE TO THE AQUATIC CENTER'S NORTHEAST DOOR ON YOUR RIGHT AS YOU ENTER FROM UNIVERSITY AVE. IF POSSIBLE, SOMEONE WILL MEET YOU THERE AND DIRECT YOU TO THE POOL."

"THERE HAS APPARENTLY BEEN A _____ INJURY."

3. REMAIN ON THE PHONE WITH THE DISPATCHER UNTIL EMERGENCY PERSONNEL ARRIVE ON THE SCENE.

DO NOT HANG UP

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PLEASE COMPLETE THE NECESSARY PAPERWORK AND NOTIFY THE AQUATIC DIRECTOR IMMEDIATELY AFTER THE EMERGENCY.