
Sports Clubs Safety Officers Meeting

Roles and Responsibilities



Welcome and Thank You!

What were covering today:

- Safety Officer Duties
- Certifications Needed
- Concussion Education
- Athletic Training Services

Sport Clubs Administration

Director, Campus Recreation - Deb Johnson

Associate Director - Jeff Heiser

Assistant Director - Ben Dao

Club Sports Coordinator - Abby DeLa'O

Competitive & Youth Sports Coordinator- Danielle Jones

Competitive & All Access Recreation Coordinator- Archie Kelly

Athletic Trainer - Shannan Rowe & Heather McGoldrick

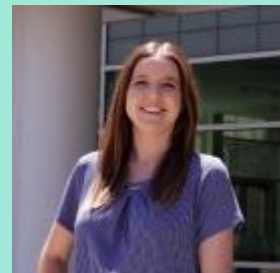


STUDENT STAFF:

Managers - each assigned 2-4 Sport Clubs

Supervisors - on field contacts for practices and games

Recorders - in office contacts for all paperwork





SAFETY OFFICERS



Role of Safety Officer

- Provide first aid and CPR as necessary to your team when more highly trained medical personnel are not available.
- Report injuries at away events/unsupervised events.
- Communicate with Athletic Trainer



Responsibilities of Safety Officers



- At least 2 members per Sport Club
 - CPR and First Aid certified
 - Concussion Certified
- Attendance at all events/practices
- Communication and inform all team members
- Document injuries in travel binder

CPR/AED/1st Aid

- Must become certified in First Aid and CPR
 - Upload your certification to DSE
- Certification must stay current throughout 2023-2024 school year.
- **DUE OCTOBER 27!! @ 3PM**

First Aid and CPR

- UC Davis Fire Station offers training
- UC Davis Recreation
- **DUE BY FRIDAY, OCT 27 by 3PM**



Incident Reports

- Completed by the safety officer for away events
 - Communicate with athletic trainer and Pro Staff Coordinator for serious injuries
- Must turn in next day or Monday from weekend events
- All concussions **MUST** be reported

Incident Report

- Fill this out during away events
 - OR if you are an off-campus team
 - Complete EVERYTHING on the front.
 - Back side is “as needed”
- Be as detailed as possible-->

Put your name as the reporting employee -->

		1 Shields Avenue, Davis, CA 95616 Phone: (530) 752-1730		Unit: _____ Activity: _____
Date/Time/Location of Incident: _____				
Date: _____ Time: _____ <input type="checkbox"/> AM <input type="checkbox"/> PM Location: _____				
Patron Information:				
Name: _____		Preferred Phone #: _____		
Email: _____		Student/ Member ID: _____		DOB: _____
Address: _____		City: _____	State: _____	Zip Code: _____
Injury:				
Injury and Body Part Affected: _____		Where was the injured taken after incident: _____		
First Aid Given? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, by whom and description of care given: _____ _____ _____		Method of Transportation: <input type="checkbox"/> Ambulance <input type="checkbox"/> Private Vehicle <input type="checkbox"/> Other: If other: _____ Did participant refuse care? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, Patrons Signature: _____		
Blood Present? <input type="checkbox"/> Yes <input type="checkbox"/> No				
Description: Include what happened, what did you do, was EMS/police called, how the situation ended, if they did/did not leave with EMS				
<div style="text-align: right;">  </div>				
Witness: _____				
Name: _____		Phone #: _____		Email: _____
Reporting Department Information:				
Department Name: Campus Recreation		Dept. Code #: 068037		Phone #: (530) 754-0126
Address: 232 Activities & Recreation Center- One Shields Avenue. Davis, CA, 95616				
Reporting Employee: _____		Phone #: _____		Email: _____
Reporting Employees Supervisor: _____		Title: _____		
Reporting Employees Signature: _____		Date: _____		
<small>Direct completed forms to UC Davis Risk Management Services within 48 hours. Attach any photos or diagrams. CONFIDENTIAL- ATTORNEY PRIVILEGED DOCUMENT</small>				

Accident Reports

- In the event someone needs to be transported to the hospital...
 - Call your pro staff coordinator for an update. Phone numbers are located on the first page in the binder
 - If coordinator is not available, call down the list until you speak with somebody.
- Still complete an incident report.



“Off Campus” Binder

- All off campus sport club will be given binder TONIGHT
- Binders will be turned in MONTHLY to your manager/pro staff
- Incident reports need to be reported asap
- Replenish of waivers/forms can be provided at any time
- Safety officer's job is to keep track of this.



Case Studies

- Need to qualify for tournament so when do you need to turn in travel paperwork?
- Roster is unclear for game: What should you do?
- Injured at away game: what do you do?



Concussion Basics



Concussion Safety Training

- Concussion Certification
 - DSE link
 - LMS Online training
 - You will get an email from sdps@ucdavis.edu
- **Must be completed by OCT 27**

What are the common symptoms associated with concussions?

- Headaches/pressure in head
- Feeling/appearing confused/disoriented
- Nausea or vomiting
- Balance problems/dizziness
- Double vision; uneven pupil size
- Sensitivity to noise or light
- Memory problems
- Personality changes
- Loss of consciousness
- “not feeling right”

REMEMBER: Even if symptoms don't immediately appear, they may have a concussion

What to do if you have a concussion?

- Staff, Coach, Safety Officer, or injured player will pull player from practice or event
- Get checked out by a doctor/athletic trainer
- If you have a concussion
 - Must report to the sport club AT **EVERYDAY**
 - No physical activity
 - Must complete a 4 day return to play protocol to be cleared to play

What could happen if a concussion is left untreated and your teammate continues to participate?

- Persistent symptoms
 - Poor athletic and academic performance
- Second concussion or impact
 - Prolonged recovery
 - Permanent brain damage
 - Death



Baseline Concussion Testing

- Monday's 5:30-6:30PM
- MAC GYM
- 1st come first serve



Athletic Trainer Locations

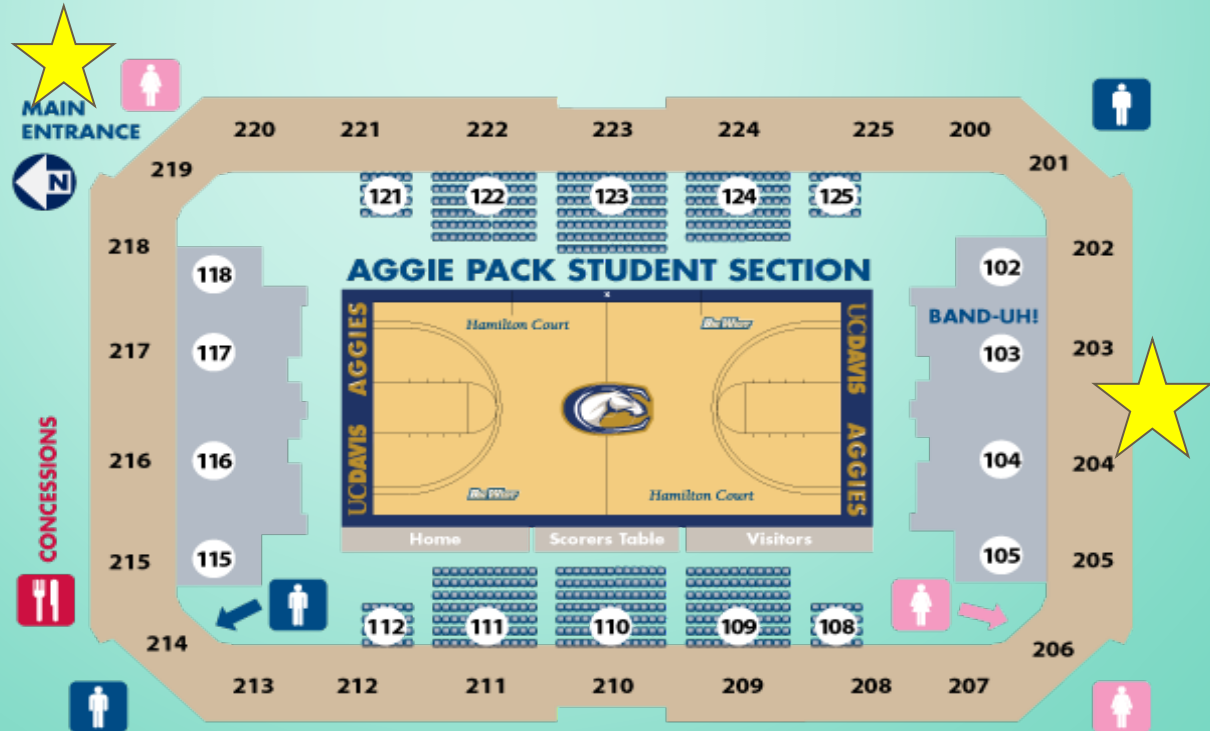
Pavilion Fitness Studio (For evals & Treatment)

- Pavilion Northeast Entrance.
- Walk around the concourse.
- Located between southeast and southwest corners.
- Located after the Soccer Locker Rooms.

ARC Office (For concussion testing & Misc.)

ARC entrance to building- facing the parking lot.

Next to the men's & women's locker rooms.



Fall Quarter

Hours:

M-TH 12-3PM

Make
Appointments at
rec.ucdavis.edu

Thank you!

Have a safe and successful year!!

