

Quaker Valley School District Procedure

Date Adopted: October 2010

Revision Date: May 21, 2014

Title: Management of School Athletic Activity Related Concussions/ Mild Traumatic Brain Injury

Purpose

The Quaker Valley School District (QVSD) has established this protocol to outline procedures for staff to follow in managing sport related concussions, and outlines school procedures as it pertains to return to play issues following a concussion that are in compliance with the Pennsylvania *Safety in Youth Sports Act of 2011*.

Evaluation and treatment of head injuries sustained outside of a Quaker Valley School District sport are the responsibility of the student athlete's parent/guardian.

QVSD seeks to provide a safe return to activity for all athletes following any injury, including concussion. In order to effectively and consistently manage this injury, these procedures have been developed to aid in insuring that concussed athletes are identified, treated and referred appropriately immediately following injury, receive appropriate follow-up care during the school day (including academic accommodations) and are fully recovered prior to returning to activity.

In addition to recent research, three primary documents were consulted in developing this policy. The "*Summary and Agreement Statement of the 3rd International Conference on Concussion in Sport, Zurich 2008*," the "*National Athletic Trainers' Association Position Statement: Management of Sport-Related Concussion*," and the *Model Policy and Guidance for Pennsylvania Schools for Sports Related Concussion/Mild Traumatic Brain Injury* by the Brain Injury Association of Pennsylvania.

Definitions

Appropriate Medical Professional:

(1) A licensed physician trained in the evaluation and management of concussions or a licensed or certified healthcare professional trained in the evaluation and management of concussions and designated by such licensed physician.

(2) A licensed psychologist neuropsychologically trained in the evaluation and management of concussions or who has post-doctoral training in neuropsychology and specific training in the evaluation and management of concussions.

Athletic Activity:

(1) Interscholastic athletics

(2) An athletic contest or competition, other than interscholastic athletics, that is sponsored by or associated with a school entity, including cheerleading, club-sponsored sports activities and sports activities sponsored by school-affiliated organizations.

(3) Non-competitive cheerleading sponsored by or associated with a school entity.

(4) Practices, interschool practices and scrimmages for all activities listed above.

Delegation of Responsibility

The Concussion Management Program is to be overseen, managed and evaluated jointly by the Director of Athletics and Student Activities, the Certified Athletic Trainer and the School Nurse.

The Director shall annually evaluate the Program and make recommendations for changes or improvements to the superintendent or his /her designee.

Program Guidelines

Management and Oversight:

The athletic director, athletic trainer and high school certified school nurse of QVSD will review this protocol annually. Any changes or modifications will be reviewed and given to athletic department staff, including coaches and other appropriate school personnel.

Training Course:

Each year, on/after July 1st and before the first day of mandatory practice, a coach will complete the concussion management certification course offered by the Centers for Disease Control and Prevention (CDC), the National Federation of State High School Associations or another provider as posted on the websites of the Pennsylvania Departments of Education or Department of Health. At the completion of the online course, the coach will maintain the original certificate of completion for his/her records and provide a copy to the Athletic Director for documentation of compliance with the law. A coach will not be permitted to coach an athletic activity until he/she completes the training course required by law.

Students/Parents/Guardians Educational Materials:

Each school year, prior to participation in an athletic activity, a student desiring to participate in any athletic activity and the student's parent/guardian will review the education information related to concussion and traumatic brain injury in Section 3 of the PIAA sport participation form: Risk of Concussion and Traumatic Brain Injury. Athlete and parent will subsequently sign and return this form to the school.

Concussion and Mild Traumatic Brain Injury Management:

Recognition of Concussion

Common signs and symptoms of a sports-related concussion may include the following:

Signs (observed by others):

- Athlete appears dazed, stunned or disoriented, demonstrates decreased alertness
- Confusion
- Forgets plays, demonstrates short term memory difficulty
- Unsure about game, score, opponent
- Moves clumsily (altered coordination)
- Balance problems
- Personality change
- Responds slowly or inaccurately to questions
- Forgets events prior to hit
- Forgets events after the hit
- Loss of consciousness (any duration)
- Exhibits seizures or vomiting

Symptoms (reported by athlete):

- Headache
- Fatigue
- Nausea or vomiting
- Double vision, blurry vision, changes in vision
- Sensitive to light or noise
- Feels sluggish
- Feels “foggy”
- Problems concentrating
- Problems remembering
- Balance problems or dizziness
- Irritability or changes in personality or behavior
- Sleep disturbance

These signs and symptoms following a witnessed or suspected blow to the head or body are indicative of probable concussion. Any athlete who exhibits signs, symptoms, or behaviors consistent with a concussion will be immediately removed from the contest or practice and will not return to play until cleared in writing by a licensed physician who is trained in the evaluation and management of concussions or a certified health care professional trained in the evaluation and management of concussion and designated by such licensed physician or a licensed neuropsychologist trained in the evaluation and management of concussion an appropriate medical professional as defined on page 1. This written clearance will be given to the athletic trainer or school nurse and they will notify the coach of the athlete’s eligibility to return to play. Coaches are not to accept return to play documentation from athletes or their families.

Management and Referral Guidelines for All Staff

1. The following situations indicate a medical emergency and require activation of the Emergency Medical System (EMS):
 - a. Any athlete with a witnessed loss of consciousness (LOC) of any duration should be spine boarded and transported immediately to nearest emergency department via emergency vehicle.
 - b. Any athlete who has symptoms of a concussion, and who is not stable (i.e. condition is worsening), is to be transported immediately to the nearest emergency department via emergency vehicle.
 - c. An athlete who exhibits any of the following symptoms should be transported immediately to the nearest emergency department, via emergency vehicle.
 - deterioration of neurological function
 - decreasing level of consciousness
 - decrease or irregularity in respirations
 - any signs or symptoms of associated injuries, spine or skull fracture, or bleeding
 - mental status changes: lethargy, difficulty maintaining arousal, confusion or agitation
 - seizure activity

2. An athlete who is stable and exhibits signs or symptoms (outlined on pages 2 and 3) may be transported by his or her parents/guardians. School officials will provide the athlete and their parent/guardian with information on the continuing care of a person with a concussion. The student is to report to the school nurse when he or she returns to school.

Guidelines and Procedures for Coaches

1. **Recognize** concussion

All coaches will become familiar with the signs and symptoms of concussion that are described above through the annual training as outlined on page 1.

2. **Remove** from activity

a. Any athlete who exhibits signs, symptoms, or behaviors consistent with a concussion will be immediately removed from the contest and will not return to play until notified by the trainer or school nurse that the athlete has been cleared for full return to sport in writing by an appropriate medical professional as defined on page 1.

b. The coach, in the absence of the athletic trainer, is responsible for notifying the athlete's parents/guardians of the injury. The coach and/or athletic trainer are to remain with the athlete until the parents/guardians arrive. The parents/guardians will be provided with information on the continuing care of a person with a concussion.

“When in doubt, sit ‘em out.”

3. **Refer** the athlete for medical evaluation

a. Contact the parents/guardians to inform them of the injury. Depending upon the severity of the injury, either an emergency vehicle will transport the athlete or parents/guardians will pick the athlete up at the event for transport. (See *Management and Referral Guidelines*)

b. In the event that an athlete's parents/guardians cannot be reached, and the athlete is able to be sent home rather than directly to a hospital Emergency Department:

- The coach should insure that the athlete will be with a responsible adult who is capable of monitoring the athlete and understanding the home care instructions, before allowing the athlete to go home.
- The coach should continue efforts to reach a parent/guardian.
- If there is any question about the status of the athlete, or if the athlete cannot be monitored appropriately, the athlete should be referred to an Emergency Department for evaluation. A coach should accompany the athlete and remain with the athlete until a parent/guardian arrives.

****Athletes with suspected head injuries should not be permitted to drive home.***

c. Coaches should seek assistance from the host site certified athletic trainer (ATC) or team physician, if available at an away athletic contest.

Penalties

In accordance with the law, any coach who violates this procedure will be suspended from coaching any athletic activity for the remainder of that season. For a second violation, the coach will be suspended from coaching any athletic activity for the remainder of that season and for the next season. For a third violation, the coach will be permanently suspended from coaching any athletic activity

Follow-Up Care of the Athlete During the School Day

Responsibilities of the school nurse after notification of an athlete's head injury:

1. The athlete will be instructed to report to the school nurse upon his or her return to school. At that point, the school nurse will:
 - a. Re-assess the athlete.
 - b. Communicate with the parent regarding appropriate follow up medical evaluation of the athlete as needed. Give the student and or parent the Quaker Valley Head Injury Information Packet.

Quaker Valley will only administer Post Injury ImPACT Testing to athletes under the following two circumstances (both require a physician's order):

- Quaker Valley athletes who are currently on the roster and in season for their Quaker Valley sponsored sport
- Quaker Valley athletes who are not in-season for their sport, but are injured during a Quaker Valley sponsored athletic related activity (i.e. offseason-conditioning, open gym, open voluntary practices)

Baseline testing data will only be released at the request of an injured athlete's physician, for the physician, for post injury treatment purposes.

2. Create an individualized health care plan based on both the athlete's current condition and the recommendations of a Sport Concussion Program's specialist or the student's physician.
3. Notify the student's guidance counselor, teachers, athletic trainer, athletic director and principals of the injury and the accommodations.
4. Notify the student's Physical Education teacher of the athlete's restrictions from all physical activity until cleared by his or her treating specialist or physician.
5. Monitor the athlete as needed during the school day.

Responsibilities of the student's guidance counselor:

Communicate with school nurse on a regular basis to help coordinate the academic needs of the student.

Return to Activity and Play (RTP) Procedures After Concussion

Return to Activity

1. International Standards of care require physical exertion be completed prior to return to play.
2. The high school athlete diagnosed with concussion will be progressed through exertion with written orders from an appropriate medical professional as defined on page 1. Exertion training will be closely supervised by the QVSD certified Athletic Trainer or a licensed physical therapist in collaboration with the QVSD certified Athletic Trainer. Exertion training for out of season QVSD athletes will only be scheduled with the QVSD Certified Athletic Trainer as the trainer's time permits.
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 - Quaker Valley athletes who are currently on the roster and in season for their Quaker Valley sponsored sport
 - Quaker Valley athletes who are not in-season for their sport, but are injured during a Quaker Valley sponsored athletic related activity (i.e. offseason-conditioning, open gym, open voluntary practices)

Baseline testing data will only be released at the request of an injured athlete's physician, for the physician, for post injury treatment purposes.

Return to play is a medical decision.

1. The athlete must meet all of their treating specialist's or physician's criteria in order to return to play, i.e. asymptomatic at rest and with physical and cognitive exertion, and
2. Have written clearance from an appropriate medical professional as defined on page 1 (athlete must be cleared for progression to activity by a physician other than an Emergency Department physician, if diagnosed with a concussion). Written clearance must be obtained on the PIAA physical form Section 8: Certification by Licensed Physician of Medicine or Osteopathic Medicine for athletes not cleared through a Sport Concussion Program. Athlete's being seen at a Sport Concussion Clinic can only be cleared for return to play by the specialists at the Sport Concussion Clinic.

Original: 10/2010

Revision: 5/2012, 5/2014 by Quaker Valley School District Staff:

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Appendix A

Quaker Valley ImPACT Baseline Testing

Athletes in the high school and middle school, in only these sports, will be given baseline testing. It is REQUIRED for these sports.

- Baseball
- Boys Basketball
- Boys Lacrosse
- Boys Soccer
- Diving
- Football
- Girls Basketball
- Girls Lacrosse
- Girls Soccer
- High Jump / Pole Vault
- Hockey
- Softball
- Volleyball

Student athletes are not permitted to participate in the above-mentioned sports until they have completed the baseline ImPACT test.

**Quaker Valley School District Athletic Activity Coaches and Sponsors
Procedure Acknowledgement
For
The Management of School Related Athletic Activity Concussions/Mild
Traumatic Brain Injury**

I acknowledge that I am responsible for the contents of the Quaker Valley Management of School Related Athletic Activity Concussions/Mild Traumatic Brain Injury procedures that have been given to me and that can be found on the Athletics page of Quaker Valley website www.qvsd.org

I further agree to abide by the terms and conditions found in the contents of the Quaker Valley Management of School Related Athletic Activity Concussions/Mild Traumatic Brain Injury procedures

Coach/Sponsor's Name _____
Please Print

Athletic Activity _____

Coach/Sponsor's Signature _____

Date _____

This page will be kept with your concussion management certification course certificate of completion in the Athletic Director's files.