

Responsibilities of Sport Clubs Safety Officers:

- Have current first aid & CPR certifications (the Sport Clubs Director needs proof)
- At least one needs to be at every sport clubs event/practice
- If an injury occurs, provide assistance to the injured individual not acting outside the scope of your training
- For any injury, submit a Campus Recreation *Incident Report Form* to the Sport Clubs Director as soon as possible after the occurrence
- If the injury is an emergency:
 - Contact EMS by dialing 9-1-1
 - Stabilize the injured by caring for life threatening conditions until emergency medical personnel arrives
- If the injury is not an emergency:
 - Provide first aid, not acting outside your scope of training
 - See that the injured individual receives proper medical attention by referring them to the Sport Clubs Director.
 - Follow up on the injured individual by making sure they have seen the Sport Clubs Director for their injuries
- See that first aid kit requirements are met on a regular basis. Bring to the Sport Clubs Director the first week of each month for inspection.
- Develop and implement the emergency action plan for all sport club events
- Be in contact with the Sport Clubs Director with any safety concerns regarding your sport club
- Sign safety officer agreement