

SMHA Procedures and Guidelines for Team Trainers

Information

- Trainers will meet with parents at the first scheduled team practice to hand out and explain the Medical Information Sheet. Ideally the forms will be completed and returned at that meeting
- All completed forms will be returned to Trainer and placed in Trainer binder prior to the first scheduled game (regular season or exhibition game)
- If there is an identified history of concussion, the team Trainer will have player/parent/guardian complete the History of Concussion form
- Trainers will explain to the parent/guardian SMHA's return to play policy and will explain that letters requesting health care providers waive fees for return to play documentation are available on request from the team Trainer

Prevention/ Preparation

- Team Trainers will have in place an emergency Action Plan (EAP) as outlined in the HTCP manual with designated call and control person

Reporting

- When an injury occurs during a game or practice, the Trainer will complete the Injury Data Collection Program Form and forward it to the Head Trainer within 24 hours. In instances where it is not possible to forward the actual paperwork to the Head Trainer, the Head Trainer shall be notified of the event by telephone or email within 24 hours

Return to Play

- All players must have a note of approval to return to play after an injury from their primary health care provider (Physician or Nurse Practitioner). The HTCP Return to Play Form is to be used.
- If there has been a suspected concussion all Trainers must follow the procedure outlined in the OHF's Return to Play Guidelines
- Under NO circumstances will a player with a suspected concussion or other injury return to play without written approval from their primary health care provider
- Team Trainers will forward all health care providers' notes approving a player's return to play to the Head Trainer within 24 hours of receipt (all player information will be kept confidential and will be destroyed at the end of the hockey season in which the injury occurred)