



SYDNEY MASTERS HOCKEY ASSOCIATION(SMHA)

Instructions for all Medical Emergency and Major Accident / Injuries during any Sydney Masters Hockey matches at the Sydney Olympic Park Hockey Centre

In the case of any major accident / injury or medical emergency, **immediate contact must be made to report the nature of the incident to the Reception of the Sydney Olympic Park Authority (SOPA) Venues by dialling 600 on the telephone that is located on the technical bench of each playing field.**

The telephone is clearly visible on the technical benches and the above instruction (**ie to Dial 600 for Reception**) is clearly marked via sticker signage in prominent visible locations in entry ways / on doors etc leading from the change room areas into the players dug outs on both fields.

The call will be answered **immediately** by the Reception area in the main Sports Hall and **you / the caller** should follow their (SOPA) specific direct instructions at all times.

Note – there is also additional instructions located adjacent to the telephone on the technical bench of each field that outlines the requirement if dialling from a mobile telephone to contact the landline number of **9714 7600**

SOPA will be responsible for taking full charge of the situation and attend to immediately calling any emergency authorities (as required) and they will also immediately despatch SOPA Duty Officers (who are First Aid trained etc) to the area concerned. The Duty Officers will also be responsible for directing any emergency authority vehicles etc to the required access points for the specific area of the venue / field.

Note – it is acknowledged that in case of any serious accident / injury or medical emergency during a match, the situation could arise where some individual players / officials may wish to use any professional medical / first aid training, skills and experience to assist / act in the best interest for the health, safety and wellbeing of any injured player etc – this is understandable and depends entirely on the situation and the people in the immediate vicinity to stabilise a position, however the above requirement to immediately contact SOPA Reception should also be activated as urgently as possible.

Medical Emergency Defibrillators

A defibrillator is located on each field (in an emergency case) immediately outside the glass entry doors to the dugout area (on the right-hand side of the entry on ground floor at Olympic and the left-hand side of the entry at Pitch 2).

In the case of a cardiac arrest or similar (and also specifically if the Reception area cannot be immediately contacted), the Defibrillator should be immediately removed from its storage casing as this also sets off an alarm in the SOPA Venues offices and specifically pinpoints the location in the Hockey Centre where urgent medical assistance is required.

First Aid Kits

SMHA Workplace First Aid Kits will be available on each field and located on the Technical Bench area. The First Aid kit contains well resourced stock of essential basic medical supplies to deal with accidents and injuries that may occur during matches from time to time. The First Aid kits will be available for use by first aid officers for treatment of any injured players and always remain the property of SMHA.

Medical Rooms

Medical / First Aid Rooms (clearly marked) are located on the right-hand side of the entry to the dug-out areas on both fields – they should be unlocked and available as a private treatment area as required.

Ice

There are Ice freezers (with a good supply of small bags of ice) located in the common areas in very close proximity to entry ways to the players dugouts on both fields and are available to use as required for any accidents or injuries.

Recording of Accidents / Injuries etc

All accidents / injuries / medical emergencies etc must be fully documented to formally record the incident – this should be on the match card and noted by the Umpires. If a separate written report is required (due to insufficient space on match card) then this should be completed (and signed off) by both Team Captains and both Umpires and sent to the Competition Managers of Sydney Masters Hockey Association (SMHA) within 24 hours (e-mail is competition@smhockey.com.au).

Also prior to the report being completed – and as soon as possible after the incident telephone contact must be made to SMHA Competition Managers (mobiles 0412 751 957 or 0417 616 390) or if not available, the SMHA President (mobile 0412 751 957) or SMHA Director Administration (mobile 0412 575 124)

Please note the contact details of all SMHA Board Members **are attached**.

The reporting of all accidents / injuries etc (especially on the match card and via a detailed separate report) is a very important requirement as part of SMHA Risk Management and is also required in line with the Insurance Claims procedures with the individual accident player insurance policy through Hockey Australia.

Player Contact Details

All Team Co-ordinators should carry with them at all matches throughout the season the annual Team Registration and Players Listing / Profiles – these detail all the relevant personal contact details for all team members, their emergency contact information and whether they have first aid qualifications and training. This important information must be able to be accessed where any player contact details are required to be utilised for any accident / injury or emergency medical reason.

Player Dugout Areas

Only players and coaches, managers (who are participating in the current match) are allowed in the player dug out areas – non players and spectators must not be in this area as there is a good availability of well positioned spectator seating in the public areas of both fields at the Sydney Hockey Centre

Technical Bench Areas

Only SMHA officials and appointed Umpires are allowed in the technical bench designated areas

Greg Kay and James Fordham
Competition Managers 2021