



SYDNEY MASTERS HOCKEY ASSOCIATION (SMHA)

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

Background

In the case of a major accident / injury or medical emergency during any SMHA match there are important Emergency Management Procedures for the Sydney Olympic Hockey Centre (HC) that are managed by the Quaycentre (QC) Emergency Control Organisation (ECO) on behalf of the Sydney Olympic Park Authority (SOPA)

The HC Emergency Management Procedures (EMP) are set out in the current manual under the Sydney Olympic Park Hockey Centre Emergency Management Plan.

The purpose of this SMHA operating document is to outline the areas of responsibility that relate to SMHA and QC / ECO so it is clear for all SMHA Clubs / Teams what specific actions are required to be undertaken in the case of a major accident / injury or medical emergency during any SMHA match.

SMHA Responsibilities

If there is a major accident / injury or medical emergency during any SMHA match, the accredited SMHA team first aid responders present should act to take control and manage the situation, as the first 5-10 minutes of a major incident can be critical.

Other team members / officials present should provide support as requested by the responders, for example (in the case of a cardiac arrest) by immediately obtaining the defibrillator from the entrance to the dugout.

It is important that they also immediately report the incident to the Sydney Olympic Park Authority (SOPA) **Quaycentre (QC) Reception** by telephone on **9714 7600 or the Supervisor Mobile 0409 668 684**.

SOPA Quaycentre (QC) Reception Responsibilities

The SOPA Quaycentre Receptionist or Supervisor will immediately take control of the situation in terms of the Emergency Management Procedures (EMP) and provide further assistance and their instructions should be followed at all times.

Their response will include -

1. Dispatching SOPA Duty Officers (First Aid accredited) immediately to the location who will then be responsible for taking over and leading the emergency response.
2. Taking over communication with the NSW Ambulance Service and directing them to the exact scene of the emergency.

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 the Defibrillator should be immediately removed from its storage casing and brought to the early responders. This also sets off an alarm in the Quaycentre Reception and specifically pinpoints the location in the Hockey Centre (ie which field) where urgent medical assistance is required.

First Aid Kits

First Aid Kits have been provided by SMHA to all teams (TC's) and must be brought to every match and located in the team dugout area. The kit contains basic medical supplies to deal with accidents and injuries during matches. It is for use by first aid responders and always remains the property and responsibility of each team.

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 will always be available (unlocked) by Quaycentre 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 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. As soon as possible after the incident contact must also be made to the

SMHA Competition Manager (mobile 0412 751 957) or if not available, SMHA Director Administration (mobile 0402 777 000).

SMHA and SOPA Quaycentre staff will also complete a post incident review and debrief, involving the responders, a SMHA Board member and a SOPA representative. This typically covers availability of responders, time taken to respond, the equipment (e.g. AED, first aid kit including EpiPen, Asthma puffer etc), identifying and managing any psychological impact on responders and any improvements that can be made.

Player Contact Details

All Team Co-ordinators should carry with them at all matches the annual Team Registration and Players Listing / Profiles, which include personal and emergency contact details for team members and whether they have first aid qualifications. This important information must be easily accessed for any accident / injury or emergency medical reason.

Greg Kay

Competition Manager 2025