Emergency Procedures
These existing procedures should be distributed to key leaders on your team. Any accident or injury that occurs during or to/from practice or competition requires the completion of a WPI Club Sports Accident/Injury Report. As a reminder, all Club Sports competition requires the on-site physical presence of an EMS staff member.

Accidents or Injuries
EMS or Campus Police will administer initial treatment.

1. On campus practice:
   - Call EMS
   - Call Campus Police (ext. 5433 or ext. 5555)
2. To and from practice site and/or away contest
   - Call 911
3. Competition at an away site
   - Coach must be aware of the emergency medical procedures (EMS) at given site.
4. Competition at home site
   - EMT must be present at the contest.

The Coach/Instructor directly or through a designated club member must insure that the Associate Athletic Director is made aware of any and all injuries:

1. First by leaving a voice mail message at 508-831-6541 as soon as you can get to a phone.
2. Second by emailing clubsports@wpi.edu or amccarron@wpi.edu with a short factual description of what happened ASAP. Or you can text my cell: 508-330-8652
3. Third by completing an Accident/Injury Report Form within 8 hours of an injury occurring at a club function, involving but not limited to: practice, contest, meetings, fund-raisers and travel.

Injuries that require a physician’s consultation and/or hospital stay fall under the coverage of the student’s state-mandated primary insurance carrier. (All students must have this before enrolling at WPI and this information should appear on his/her liability form.) This is consistent with the procedure for all WPI students. Do Not Send Any Medical Bills to WPI and/or The Department of Physical Education and Athletics.

Injured students must be cleared to return to participation by WPI Health Services before they can engage in further club activities.