

Pittsford Central School District

Reporting of Athletic Injury Guidelines

To ensure for the appropriate care of an injured student-athlete during their sport season, communication between the coach, school nurse, parent and family physician is essential. The following procedures are established to facilitate that communication.

- I. When a student-athlete is injured during a district athletic practice or competition.
 - A. If the injury is such that the student athlete is seen by the family physician or is taken to the hospital, it is the responsibility of the:
 1. Coach or his/her designated assistant to
 - a. Notify the athletic director, by phone, if student was taken to the hospital.
 - b. Notify the school nurse by completing a "Report of Injury Form" and submitting it to the school nurse by the next school day.
 - c. Inform the parent of injury clearance procedures by completing an Athlete/Parent Injury Information Form and giving it to parent or student-athlete.
 - d. Maintain documentation of student athlete injuries.
 - e. Permit student-athlete to participate only after receiving clearance from school nurse.
 2. School nurse to
 - a. Notify the athletic office by sending a copy of the "Report of Injury" form completed by the coach or assistant.
 - b. Notify the student-athlete's PE teacher.
 - c. Contact student and/or parent, if necessary, to explain injury clearance procedures or safe ambulatory issues while in school.
 - d. Upon note from medical provider, notify coach and physical education teacher of clearance status.
 - e. Document injury and clearance on student's health record.