

# Nelson Rowing Club Emergency Action Plan

## 9-1-1 FOR ALL EMERGENCIES

### EMERGENCY CONTACT INFORMATION

#### Boathouse Address

1803 Lakeside Dr  
Rotary Lakeside Park  
Nelson, BC

#### Directions to Nelson Rowing Club

Emergency vehicles should be instructed to follow the service road along the trolley tracks (behind the Rose Garden Cafe at the Park entrance) to the NRC

#### Address of Nearest Hospital

Kootenay Lake Hospital  
3 View St., Nelson, BC

Emergency contact numbers and urgent medical information (if it exists) for all NRC members and Program participants can be found in a file located in the Boathouse with the EAP and 1st Aid kit

#### Charge Person(s)

1st Program leader (coach) on duty  
2nd Assistant coach on duty  
3rd Nearest responsible adult on site (designated by 1st Charge Person)

#### Call Person(s)

1st Nearest responsible person on site with a cell phone  
2nd Second nearest responsible person on site  
Call person(s) will be designated by Charge Person(s)

## **Charge Person's Roles and Responsibilities**

### **1st Charge Person:**

- Clear the risk of further harm to the injured person by securing the area. Shelter the injured person from the elements.
- Assess ABC's of the injured person. Checks that the airway is clear, breathing is present, a pulse is present, and there is no major bleeding. Checks for impaired consciousness.
- Designate 2nd Charge Person and Call Person
- Wait by and support the injured person until EMS arrives and the injured person is transported

### **2nd and 3rd Charge Person(s):**

- Takes charge of the other participants
- Takes charge of equipment
- Takes charge to control crowd
- Provides Call Person with Emergency Contact Information of injured person
- Provides any assistance required by the 1st Charge person such as retrieving medical supplies, blankets etc.

## **Call Person(s) Roles and Responsibilities**

The following duties may be shared by 2 or more call persons

- Call for emergency help if directed by Charge Person
- Provides all necessary information to dispatch ie) facility location, nature of injury, what (if any) 1st aid has been done
- Stay on line with 9-1-1 to advise them of updates until EMS arrives ● Ensures that entrance/access road is clear of traffic before EMS arrives ● Waits by driveway entrance to direct EMS
- Calls emergency contact # of injured person
- Calls NRC Emergency Contact (working from the top of the list down until someone is reached) to alert them to the situation and to request help at the scene if required

## **NRC Emergency Contacts**

Elizabeth Lund 250-354-9107

Dominique Preney 250-354-3112

Kim Shea 250-551-7148

Jen King 250-509-0063

Chantal Boisvert 250-505-4031

## **NRC Emergency Contact Person Roles and Responsibilities •**

Responds to request for help or provides a designated individual to do so •  
Helps with retrieval of equipment if necessary

- Ensures that all persons involved in the emergency situation are safe and well looked after
  - Gathers the facts and does a 2nd assessment of the situation •
- Collaborates with the 1st Charge person to ensure that incident and accident reports are filled out
- Maintains communication with injured person or their family member to monitor their condition

## **Non-Emergency Medical Care**

No matter how insignificant the injury may seem, driving someone off-site (ie. to hospital or to their home) carries GREAT MEDICAL RISK for the injured person and GREAT LEGAL RISK for the driver and the NRC. Please call an ambulance or have an immediate family member, legal guardian or emergency contact person drive instead.

## **Address of Nearest Medical Clinic**

Kootenay Lake Medical Clinic  
Chahko-Mika Mall  
1140 Lakeside Dr., Nelson, BC  
Open: Monday to Friday; 9am-5pm  
Saturday; 9:30am-3:30pm  
Sunday; Closed

## **Address of Nearest Pharmacy**

Shoppers Drug Mart  
Chahko-Mika Mall  
1140 Lakeside Dr., Nelson, BC  
Open: Daily 8am-10pm

## **For All On-Water Emergencies Without the Presence of Safety Boat**

Do your best to get the injured person or capsized rower to the nearest shore or safe haven.

**Charge person is whichever rowing partner is nearest to the capsized/injured person. Call person is whomever is nearby to assist and is carrying a cell phone. The Charge person's 1st priority is to attend to the capsized/injured person without placing their own self at risk or in danger. If it is not possible to get the injured/capsized person safely to shore, call for assistance immediately. Never leave an injured/capsized person alone to go for help. Instruct or assist them to get out of the water and onto one of the rowing shells. Make as much noise as possible to draw attention from anyone nearby to come and help. If the situation does not require a call to 9-1-1 refer to the Safety and Rescue channel on Slack for instructions on how to proceed and for NRC Emergency Contact numbers.**