



DRAFT POLICY CONCUSSION AWARENESS AND MANAGEMENT POLICY

Department: CAO's Office **Effective Date:**
Division: Emergency and Risk Management **Approval Level:**
Section/Facility: N/A **Policy #:**
Revision #: N/A

1.0 PURPOSE

1.1 The City of Peterborough recognizes that:

- .1 Concussions are often difficult to diagnose.
- .2 Educating parents/guardians and participants regarding Concussion awareness and management can significantly reduce the potential for and severity of Concussions.

1.2 The purpose of this Policy is to address:

- .1 Requirements for City Representatives regarding Concussion awareness and management.
- .2 Sharing resources regarding Concussion awareness and management with parents/guardians and participants.
- .3 Establishing the requirements before a participant, with a possible Concussion, returns to a City Program.

2.0 POLICY STATEMENT(S)

2.1 For any City Program, there must be at least one City Representative on-site who is trained in Concussion awareness and management.

- .1 City Representatives will not be expected to diagnose a Concussion. Diagnosis is the responsibility of a qualified health care provider.



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2.0 POLICY STATEMENT(S)

- 2.2** Any participant who may have sustained a Concussion must be immediately removed from the City Program.
- 2.3** Parents/guardians and participants will be:
- .1 Provided, at the time of registration, with information on how to access local Concussion awareness resources.
 - .2 Advised at this time that they are responsible for ensuring their child's fitness to be able to safely participate in the City Program.
- 2.4** It is recommended that a parent/guardian or participant who becomes aware of a possible Concussion refer to the Concussion awareness resources and then follow the appropriate steps, which may include obtaining medical advice from a qualified health care provider.
- 2.5** A City Representative who becomes aware of a possible Concussion, will immediately remove the participant from the City Program and notify the parent/guardian of the possible Concussion and (1) refer them to the Concussion awareness resources and (2) encourage them to seek medical advice from a qualified health care provider.
- .1 A City Representative who becomes aware of a possible Concussion will follow normal internal reporting procedures.
- 2.6** Written clearance from a parent/guardian declaring they have sought advice from a health care provider, experienced in evaluating for concussion, who has confirmed the child is symptom-free and can safely return to play, must be provided to the City before the participant may return to participate in a City Program. If the participant is over 18, s/he will be responsible for providing his/her own written clearance.

3.0 APPLICATION

- 3.1** This Policy applies to all:
- .1 City Representatives as defined within this Policy.
 - .2 City Programs as defined within this Policy.



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3.0 APPLICATION

3.2 This Policy does not apply to Non-City Programs, as defined within this Policy.

4.0 DEFINITIONS/ACRONYMS (As Required)

Brain Injury 101 - The inaugural Return to Play webinar that provides an overview of the brain and what happens during and after an athlete sustains a brain injury. Brain Injury 101 is the first of the Return to Play webinar series.

British Journal of Sports Medicine ("BJSM") - a Multimedia portal for authoritative original research, critical reviews and timely debate in sport and exercise medicine (SEM).

Child-SCAT3 - The ChildSCAT3 is a standardized tool, designed for use by medical professionals, for evaluating injured children for concussion and can be used in children aged from 5 to 12 years.

City - The Corporation of the City of Peterborough.

City Program - Any supervised sport, recreation, or leisure activity provided by or on behalf of the City for which there is a Registration process.

City Representative - Any individual on-site involved in leading, conducting, overseeing, or coaching, a City Program.



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4.0 DEFINITIONS/ACRONYMS (As Required)

Concussion - As defined in the Ontario Physical Education Safety Guidelines, a concussion:

- is a brain injury that causes changes in how the brain functions, leading to symptoms that can be physical (e.g. headache, dizziness), cognitive (e.g. difficulty concentrating or remembering), emotional/behavioural (e.g. depression, irritability) and/or related to sleep (e.g. drowsiness, difficulty falling asleep);
- may be caused either by a direct blow to the head, face or neck, or a blow to the body that transmits a force to the head that causes the brain to move rapidly within the skull;
- can occur even if there has been no loss of consciousness (in fact most concussions occur without a loss of consciousness); and,
- cannot normally be seen on X-rays, standard CT scans or MRIs.

Non-City Programs - Sport, recreation, or leisure activities occurring in City facilities or on City property that:

- are not supervised by City Representatives;
- do not require a formal registration process (public skates, pay as you play leagues etc.); or
- are offered independently of the City (e.g. by a Non-City organization such as minor hockey).

Parachute - A national, charitable organization dedicated to preventing injury and saving lives. Parachute was formed in 2012 uniting the former organizations of Safe Communities Canada, Safe Kids Canada, SMARTRISK, and ThinkFirst Canada.

Parachute Concussion Awareness for Parents - An online course offered by Parachute that provides parents with an opportunity to examine concussion and each step of the Return to Play protocol. At the completion of the course, parents will be able to identify the signs and symptoms associated with concussion, explain why a child with a suspected concussion must be removed from play immediately, and understand the importance of having the injured child be seen by a Dr.



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4.0 DEFINITIONS/ACRONYMS (As Required)

Parachute Concussion Awareness for Players - An online course offered by Parachute that provides players with the knowledge they need to prevent and manage concussions in sport and school. This includes understanding what happens to the brain during concussion, learning the signs and symptoms, how to rest and recover from concussion, and the importance of following the Return to Play protocol.

Parachute Concussion Toolkit - A web-based tool kit on concussions, designed to create the conditions for active and safer play for hockey, football, rugby, soccer, baseball, ringette and lacrosse in Canada. The toolkit was made possible by a contribution from the Public Health Agency of Canada to help coaches, trainers, parents, athletes and health care professionals recognize and prevent serious brain injuries.

Registration - A formal process to enroll in a City Program through which a participant and/or their parent/guardian submits a Participant Registration form and a Participant Liability Waiver form.

Return to Play Series - A series of free webinars provided by the Coaches Association of Ontario in partnership with Sunnybrook's RBC First Office for Injury Prevention to educate coaches, parents, officials and sport administrators on the latest Injury Prevention topics.

SCAT3 Sport Concussion Assessment Tool, 3rd Edition - The SCAT3 is a standardized tool, designed for use by medical professionals, for evaluating injured athletes for concussion and can be used in athlete aged from 13 years and older.

Sunnybrook RBC First Office for Injury Prevention - Office of Sunnybrook Health Sciences Centre established in 1986 to reduce injury and injury-related death through education and collaboration.

Youth Sports Concussion Program - A collaboration between primary care providers and specialists that will establish standardized guidelines for concussion management for all health care providers across the Peterborough Networked Family Health Team.



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5.0 APPENDIX, RELATED POLICIES, PROCEDURES & LINKS

(Note: All references refer to the current version, as may be amended from time to time)

5.1 Pertinent Resources

Concussion Awareness Resources:

Concussion Guidelines for the Coach/Trainer (Parachute)

http://www.parachutecanada.org/downloads/resources/Concussion_Guidelines_for_the_Coach-Trainer.pdf

Concussion Guidelines for the Parents/Caregivers (Parachute)

http://www.parachutecanada.org/downloads/resources/Concussion_Guidelines_for_the_Parents-Caregivers.pdf

Concussion Poster (Parachute)

http://www.parachutecanada.org/downloads/resources/Parachute_ConcussionPosters-2013.pdf

Consensus Statement on Concussion in Sport: The 4th International Conference on Concussion in Sport held in Zurich, November 2012 (British Journal of Sports Medicine)

Guidelines for Return to Play After a Concussion (Parachute)

<http://www.parachutecanada.org/downloads/resources/Returntoplayguidelines.pdf>

Parent's Guide to Dealing with Concussions (Parachute)

http://www.parachutecanada.org/downloads/resources/ParentsGuide_concussions_May27.pdf

Sport Concussion Library

<http://www.sportconcussionlibrary.com/content/concussion-information-parents>

Things to Know About Concussions

(Parachute, the Canadian Academy of Sport and Exercise Medicine, and the Canadian Medical Association)

http://www.parachutecanada.org/downloads/resources/Concussion_supplement_e06-handout.pdf

Youth Sport Concussion Program

Information packages for Athletes, Parents, and Coaches; Clipboard Concussion Tool; Post Concussion Instructions; and Return to Play Protocols.

<http://youthsportsconcussionprogram.com/>

5.2 Related Policies

N/A

5.3 Related Procedures

N/A



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5.4 Related Forms

Concussion Awareness Tools:

Child-SCAT3 Sport Concussion Assessment Tool for children ages 5 to 12 years

(2013 Concussion in Sport Group)

<http://www.parachutecanada.org/downloads/resources/SCAT3-child.pdf>

Pocket Concussion Recognition Tool

(2013 Concussion in Sport Group)

http://www.parachutecanada.org/downloads/resources/Pocket_CRT_Final.pdf

Smart Hockey Concussion Toolkit (Parachute)

http://www.parachutecanada.org/downloads/resources/ConcussionKit_E_2012Nov-1.pdf

5.5 Miscellaneous

Concussion Awareness Training:

Brain Injury 101 Webinar (Coaches Association of Ontario & Sunnybrook's RBC First Office for Injury Prevention)

<http://www.coachesontario.ca/events-funding/webinars/>

Concussions 101, a Primer for Kids and Parents (Sport Concussion Library)

<http://www.sportconcussionlibrary.com/content/concussions-101-primer-kids-and-parents>

Return to Play Webinars (Coaches Association of Ontario & Sunnybrook's RBC First Office for Injury Prevention)

<http://www.coachesontario.ca/events-funding/webinars/>

6.0 AMENDMENTS/ REVIEWS

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Date (yyyy-mm-dd)	Section(s) Amended	Comments	