



MANAGEMENT OF INCIDENTS AND INJURIES

For: **Management of Incidents and Injuries Policy**

FSC-006

Issued: 12/07/2013

Revision No: 1

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1. Purpose

Like any sporting activity injuries and incidents may occur from time to time. This Management of Incidents and Injuries Policy has been developed to ensure any injuries or incidents are reported and dealt with in an appropriate and timely manner as determined by FSC and/ or any affiliated organisations.

2. Scope

The policy applies to an incident or injury that occurs at a Football South Coast competition or training event OR

Outside of a Football South Coast Competition or Training event, but the incident is a direct result of an activity associated with Football South Coast or its affiliated clubs.

3. References

FSC- 007: Witness statements

FSC- 008: Incident / Injury Report

4. Definitions

For the purpose of this policy the following definitions are provided:

An Incident is

- An incident that may involve/require police intervention including violence, use of weapons, or illegal drugs
- An incident involving allegations of a child protection nature.
- An incident that may generate unfavourable media and / or community attention for the football club and Football South Coast.

An Injury Is defined as a misadventure that requires:

- Professional medical attention; and / or

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- Will require an insurance claim to be submitted.

5. Reporting Of Incidents

The person/s directly involved in the incident to complete the Incident / Injury Report as attached in Appendix A. If the injured person is under 18 years of age, a witness report is to be completed by the parent / guardian as outlined below.

Witnesses to the incident including spectators, club officials to complete the 'Witness to Injury or Incident Form' as attached in Appendix B

6. Reporting of Injuries

An Injury Report Form is to be completed and submitted by the treating person who could be the sports trainer, strapper, first aid officer or any other person that attended to the injured person

http://www.smartplay.com.au/ImageLibraryAssets/resources/national/general_injury_report_form_-_general.pdf

The Injured person to complete the Incident / Injury Report as per form FSC-008. If the injured person is under 18 years of age, a witness report is to be completed by the parent / guardian as outlined below.

Witnesses to the injury including spectators, club officials to complete the 'Witness to Injury or Incident Form' as per form FSC-007. This should also be completed by the person completing in the Injury Report Form as noted in clause B1 above.

7. Injury Management/First Aid

It is expected that each club have a certified first aid officer that is available on match days to assist with any injuries that occur.

Each year FSC will request from the club a listing of certified first aid officers.

On a yearly basis, FSC will also provide training to obtain FSC Safe Accreditation. This accreditation must be obtained by at least one representative from each club and is an introduction to football sport injury management and will assist participants identify significant injuries and prepares them to provide initial emergency care until the arrival of a qualified first aider and / or ambulance officer.

8. Exclusions

This policy does not cover policies and procedures associated with send offs and cautions. This is addressed via the FSC Disciplinary process.

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9. Forms to be Submitted

All relevant forms completed and submitted to a club must be sent to Football South Coast within 7 days of receipt of the documentation, via email to admin@footballsouthcoast.com, by mailing to PO Box 105, Fairy Meadow NSW, 2519 or by fax 4285 5625 or dropping them off directly to the FSC office.

Any relevant forms completed by persons which were not previously sent to a club, may be sent directly to Football South Coast within 7 days of the injury or incident and FSC will advise the club of the injury or incident and forward all relevant documentation for their information.

10. Timing of Reports to be Submitted

All reports are to be submitted to Football South Coast as soon as possible by any relevant persons.

11. Responsibility of Clubs

Each club is to ensure that upon notification or hearing of any incidents or injuries that the procedures set out in this policy are followed and adhered to.