Risk Management Team

The organization should appoint a person and/or committee to act as a risk manager for the organization who is responsible for implementing safety requirements and risk management guidelines.

Coaches are required to review the risk management guidelines and ensure that every player complies with all the safety precautions.

Participant Releases

The organization should require that a Waiver / Release Of Liability be signed by both the sports participant and/or parent prior to the start of each season before the player will be allowed to participate in any way.

Formal Plan

Formal written safety rules and procedures should be provided to each team prior to the start of each season. They should be reviewed before each practice and game and during as needed. Consistent reinforcement of the safety rules, their purpose, and explanation of the types of injuries that can be prevented is an important aspect of youth safety training.

Equipment / Player Safety

- Have a written procedure in place for faulty equipment.
  - Have extra safety equipment on hand for those players that break or misplace their equipment.
  - Ensure that the extra safety equipment appropriately fits the player before stepping onto the field.
- Require the following standard equipment be used prior to stepping onto a field:
  - Helmets (Batting/Fielding/Coaching)
  - Athletic Supporter (Cup)
  - Cleats (Rubber/Plastic vs. Hard “replaceable”)
  - Mouth/teeth guard
  - Gloves (Batting/Fielding)
- Ensure “health checks” are performed before practice/games to prevent claims arising from non-game/practice incidents.
  - Make sure all participants are sufficiently hydrated prior to game/practice
  - Is there a pre-game/practice stretch/exercise/warm-up?
  - Is there a post-game/practice stretch/cool down?
  - Is there a warming up segment specifically for the player’s arm, i.e., playing catch?
• Few examples include regular catch, quick catch, long toss, infield specific tosses, etc…

• Concussion Safety!!!
  ✓ In the past few years, there has been an emphasis on concussion awareness. Please have staff / members trained to recognize early concussion symptoms and proper response techniques. (contact our office for further info)

• If you play in a league/division which allows runners to contact the fielder (i.e., breaking up a double play), are proper techniques being taught?
  ✓ Proper sliding technique to safely disrupt throw?
  ✓ As a fielder, proper techniques in avoiding or absorbing the contact?

• Pitch Counts
  ✓ Please refer to your league’s/association’s/ tournament’s rulebook for specific rules / regulations.

### Playing Field / Facilities

• How often are the fields/playing areas checked?
  o Sweep, mop and surface clean all facilities used by the public.
  o Sanitary facilities such as bathrooms and locker rooms should be checked on a periodic basis and cleaned as necessary.
  o Check to make sure all equipment, including safety equipment is operating properly.
  o Inspect and correct playing areas, out of bounds areas, player’s benches, dugouts, cages, bullpens, spectator benches/seating, parking lots, and all routes to and from for glass, rocks, trash, roots, and other dangerous objects.
  o Make sure player/spectator benches/bleachers and any other tables, chairs, etc…are far enough away from playing field
  o Padding/covers around fences and any other nearby hazards is highly recommended
  o Inspect and correct all fences from protruding points, missing or disconnected links, and damaged posts.
  o Inspect and correct all lighting fixtures that are burned out, missing or misdirected.
  o Fill in all holes and depressions on the playing field(s)/spectator areas.
  o Inspect and correct all sprinklers/irrigation from sticking out of the ground, breakage, leakage, etc…
  o During inclement weather, if the playing field can’t be readied, it should not be played upon. Standing water or muddy areas should be corrected before play begins.
  o If you have parking near your field, a sign is recommended to be posted warning incoming traffic of danger from foul balls.
- **Concession Stand / Snack Shacks**
  - Emphasize cleanliness when handling food
  - Sweep/Mop to avoid a non-slippery working area
  - A responsible adult should handle machinery set up / taken down
    - All nearby outlets are free moisture / liquids
  - BBQ
    - Charcoal - all coals are disposed of in a safe manner
    - Gas – turn off gas after use
    - Should be cleaned before/after every use
  - Fire Safety
    - Fire Extinguisher should be up to date
    - Written evacuation procedure should be clearly visible

### Claims / Procedures

- Is there a main point of contact for any insurance related issues/requests?
  - A single point of contact for insurance related inquiries/issues is strongly recommended. This allows someone in the organization to have a handle on all claims being submitted and can thwart any invalid claims prior to being submitted.
  - This one designated person should be the only individual who is allowed to sign off on all claim forms.
- Require a “consent form” for Medical Emergencies.
  - Keep this on file so it may provide some sort of protection against a parent’s claim that emergency care was not authorized.
- Have a specific written procedure in place for any medical emergencies to insure a reliable report every time.
  - (Example)
    - Who calls emergency services?
    - Who stays with injured athlete?
    - Where is the nearest hospital?
    - Is there an emergency contact for the athlete?
    - Where is the ‘consent to treat’ form?
    - Does the athlete have any medicine allergies?
    - How to initiate crowd control?
    - Who meets emergency services and then guides them to the injured athlete?
    - Who accompanies the injured athlete for treatment?
    - Did the doctor clear the athlete for further play?
Other Recommendations

- Have Liability Waiver in place
  - For your records only, please edit to your organization’s needs
- Have a team manager or organization member on-site to handle any situations/emergencies
  - Are the coaches/managers trained in First Aid / CPR and is this a requirement by the team/organization?
- Have background checks required or implemented for coaches/managers (contact us for information regarding background checks)
- Prior to each season, hold an organizational meeting or using your best method, inform all coaches, presidents, etc., of any procedures implemented; especially claims handling.
- When playing catch and warming up, make sure there is enough room between players in case of an errant throw.
- On-Deck circles should be clearly designated and should be the only place where a player not up to bat may swing and warm up. Warm up swings in the dugout are not recommended.

Feel free to contact our office with any questions or concerns

Toll Free: (800) 995-9768
Fax: (408) 414-8199
Email: sales@gsportsinsurance.com

2380 S. Bascom Avenue, Suite 100
Campbell, CA 95008