

CORA Injury Reporting Procedures Policy

Statement of Purpose

CORA believes strongly that the safety and health of ringette players is of paramount importance. This injury reporting procedures policy has been created to encourage greater overall awareness and responsibility regarding the importance of safety of all players and clarify the processes that must be followed at all times by all team staff, players and parents regarding reporting of injuries and return to play.

Prevention of Injuries

All team officials, players and parents/guardians are encouraged to actively work to prevent injuries from occurring. This includes:

- Supporting fair play and respect as key elements of ringette
- Eliminating head checking and hitting from behind through education and rule enforcement
- Educate, model and enforce ORA's code of conduct
- Ensure player equipment is properly fitted and in good condition

Medical Information Sheet

Each player on the team must have a completed medical information sheet. It is the responsibility of the Trainer to have these forms accessible at every athletic team function, including but not limited to games, practices and tournaments.

Proper Documentation of an Injury

Any serious injury occurring during a CORA-sanctioned practice, game or activity must be reported as per the ORA Sport Injury Report Form.

Ontario Ringette Association Injury Report Form

The Trainer will ensure that all information related to their players that require medical attention from the Trainer, are recorded on an ORA Injury Report Form, even if it is of a minor incident such as a cut on a finger.

The ORA Injury Report Form is available [here](#).

In any case where there is a serious injury during a sanctioned practice, game or off the ice activity, the ORA Injury Report form must be filled out by the team Trainer. If possible, this shall be done before the player leaves the arena to ensure that the incident is documented with the cause of the potential injury, along with any initial symptoms that exist with the player. If in doubt, the ORA Injury Report Form shall be completed to ensure that the incident is documented.

The Trainer will ensure that any fully completed ORA Injury Report form is submitted to the ORA within 7 days of the injury. A copy of this submission is to be given to the parents/caregivers and retained by the Trainer.

No player is to be allowed to continue their practice or play if the Trainer does not feel that the player is safe to do so. In cases when the Trainer's decision is in conflict with other bench staff or the

parent/guardian, the Trainer will notify the Director of Risk and Safety or the President or Vice-President of CORA as soon as possible who will determine the resolution of the matter.

Suspected Concussion

Concussions are brain injuries caused by excessive, rapid movement of the brain inside the skull. Any blow to the head, neck, face or body which causes a sudden jarring of the head may cause a concussion. A concussion most often occurs without a loss of consciousness, though loss of consciousness may occur.

If the Trainer suspects a concussion, the Trainer shall not allow the player to participate until AFTER the player has received a professional medical evaluation. If a possible concussion is suspected, and a player is seen to or comes off the ice indicating she has banged her head off the ice/boards/glass, participation in the hockey activity is immediately stopped and the Trainer is to perform the concussion recognition tests as recommended by the Ontario Ringette Association Concussion Guidelines. If there is any doubt as to whether a concussion has occurred, it is to be assumed that it has.

As soon as possible, the Trainer must inform the parents/caregivers of the injury and recommend that they take the player to a doctor to verify that the player is not suffering from a serious injury or concussion.

The policy is also triggered if a Trainer, Coach or parent is aware of a non-ringette related injury suffered by a ringette player.

When an injury has occurred, the trainer must inform the parents/caregivers of the injury as soon as possible and if applicable, that it is recommended that they take the player to receive a professional medical evaluation. This is applicable outside the CORA boundaries as well, i.e. away tournaments.

The Trainer must also make the Head Coach aware of the injury and any recommendations made to the player/parents/caregivers.

Return to Play

The Trainer will ensure that any injured player wishing to return to play after sustaining one of the following injuries during a CORA-sanctioned event submits a Return to Play form:

1. Any head, neck or spinal injury
2. Any injury where the player received medical attention/treatment
3. any fracture of dislocation

When a player sustains a head, neck or spinal injury during a non-CORA sanctioned event, and the injury causes the noted player to miss any scheduled CORA practice or game, the Trainer will ensure that a Return to Play form is submitted.

The Trainer will ensure that any submitted Return to Play form is signed by a qualified medical practitioner. This form does not need to be completed by the physician who diagnosed the original injury but the individual completing the form must be aware of the nature and circumstances of the injury.

Any team official, parent/guardian or player who knowingly disregards their responsibility of requiring a medical doctor's written permission for permitting a player to return to play may be subject to disciplinary action.

Return to Play from Concussion

When a player is diagnosed by a medical doctor as having a concussion, the individual must stop participation in all ringette activities immediately. The CORA Return to Play after a Concussion Policy is then triggered. The player is not permitted to return to any ringette activity until written permission is given by a medical doctor. Returning to normal activities after a concussion is a step-wise process that requires patience, attention and caution. The return to play process is gradual, and begins after a doctor has given the player clearance to return to activity. If any symptoms/signs return during this process, the player must be re-evaluated by a physician. No return to play if any symptoms or signs persist.

CORA follows the Ontario Ringette Association Concussion Management Guidelines which can be found here. (include link)