

ImPACT Concussion Management
Manual for Coaches & Managers
Falcons Hockey Association





TABLE OF CONTENTS

ImPACT Concussion Management

Coaches & Managers

Safety & Return to Play (RTP) Policy

ImPACT Concussion Management – Steps to Follow if a Player Suffers a Suspected Head Injury

Incident Report

Return to Play (RTP) Form

Fact Sheet for Coaches & Managers

Fact Sheet for Parents

Fact Sheet for Athletes

Coaches & Managers – Action Steps for Implementing ImPACT at the Team Level

Parent & Players – Action Steps for Keeping your Athlete Safe

ImPACT Concussion Management FAQ's



Safety & Return to Play (RTP) Policy Concussion Management

Background: An important goal of the Falcons Hockey Association (FHA) is to promote a safe environment for our players by administering effective concussion management policies and procedures. The FHA understands that concussions are a possible injury for players who participate in ice hockey. Continuing to play with a concussion or symptoms of a head injury leaves the player vulnerable to greater injury. FHA supports a cautious and conservative approach to concussions and head injuries by ensuring we are in compliance with our Concussion Management Guidelines.

Concussion Management Guidelines:

- FHA will provide education, training, and/or head injury information for coaches, players and parents and/or guardians.
- FHA will offer all age-appropriate players (2nd-year Peewee players and older) an opportunity to complete the ImPACT (Immediate Post-Concussion Assessment and Cognitive Testing) at the start of the season (provided by FHA and included in the fees). This will establish a benchmark to be used in the event a player becomes injured.
- If a player sustains a suspected head injury and/or is displaying symptomatic signs of a head injury, the player will sit out the rest of the game and/or practice until he or she is cleared by a licensed healthcare professional.
- The coach and/or manager will complete an injury report and contact the player's parent and/or guardian in a timely manner.
- FHA players are welcome to take a post-injury ImPACT test (provided by FHA and included in the fees). Results from baseline and/or post-injury ImPACT tests can be shared with the player's physician of choice. Please contact Shannon Hackett at hackett@falconshockey.org or 847.702.3075 or Julie Davis at davis@falconshockey.org or 847.828.9793 to schedule a post-injury test and/or obtain results.
- An injured player is required to provide his or her coach and/or manager with a written release obtained by a licensed healthcare professional prior to returning to the ice for the next game and/or practice.

Policy: Any player who exhibits any signs, symptoms, or behavior consistent with a concussion (such as loss of consciousness, headache, dizziness, confusion, or balance problems) shall be immediately removed from play and/or practice until they are cleared to return to play by a healthcare professional. The healthcare professional must sign FHA's Return to Play (RTP) form, and the player must submit the form to his or her coach and/or manager prior to returning to the ice.

Questions? Please contact Shannon Hackett, FHA's ImPACT Liaison, at hackett@falconshockey.org or 847.702.3075 or Andy Hunt, MD at hunt@falconshockey.org or 847.998.5680

Thank you very much for promoting a safe and healthy environment!
Falcons Hockey Association



ImPACT CONCUSSION MANAGEMENT

Action Steps to Follow if a Player Suffers a Suspected Head Injury

GOAL: Manage head injuries by offering baseline ImPACT testing to all age appropriate players (2nd year Peewee and older), create a system of reporting suspected head injuries, keep records of all suspected head injuries and establish procedures by which players can be evaluated for a safe return to the ice.

1. **Take the ImPACT TEST:** All age-appropriate players should be encouraged to take an ImPACT baseline test at the start of the season.
2. **Remove player from game and/or practice if an injury occurs:** If a suspected head injury occurs, the player should sit the rest of the day/night.
3. **Take the post-injury ImPACT Test if a head injury is suspected to have occurred:** FHA can administer a post-injury ImPACT test ideally 24 – 48 hours after an injury occurs. Contact Shannon Hackett at hackett@falconshockey.org or 847.702.3075 or Julie Davis at davis@falcons.org or 847.828.9793 to make arrangements.
4. **File an incident report within 24 hours:** complete the online form and send it to Shannon Hackett, FHA ImPACT Liaison, at hackett@falconshockey.org, Andy Hunt, MD at hunt@falconshockey.org and Julie Davis at davis@falconshockey.org
5. **Request a copy of the baseline ImPACT test:** contact Shannon Hackett at hackett@falconshockey.org or 847.702.3075 or Julie Davis at davis@falconshockey.org or 847.828.9793
6. **Follow up with Physician of Choice:** players are welcome to see Andy Hunt, MD at Illinois Bone & Joint Institute in Glenview or they may see a doctor of choice.
7. **Symptomatic players may not return to the ice until symptoms are resolved and a written release from a qualified healthcare professional has been provided to the coach and/or manager.**
8. **The healthcare professional must complete the Return to Play form and the player must submit it to his or her respective coach and/or manager.**
9. **The information on this form is strictly confidential and will be use only to assist the player with a safe return to the ice.**



Incident Report Concussion Management

Dated: _____

Coach/Parent/Manager: _____
(Full Name)

Address: _____

Phone: _____

Email: _____

Player/Child's Name (if applicable): _____

Team: _____

Date of Incident: _____

Location of Incident: _____

Person(s) Involved: _____

Witness(es), if any: _____

Make sure to include background information about the events before, during and immediately after the incident. In your own words, please describe what happened (who, what, where, when, how & why): _____



Return to Play (RTP) Form Concussion Management

Name of Player _____ is able to return to play
following injuries sustained on (Date) _____

Considerations / restrictions with respect to return to play:

Post-Injury impact test has returned to within normal limits.

Name of Healthcare Provider

Signature

Date: _____

**This information is strictly confidential and will only be used to assist in the player's safe return to play.
Completed forms must be submitted to the Coach and/or Team Manager before returning to play.**



A Fact Sheet for **COACHES**

To download the coaches fact sheet in Spanish, please visit www.cdc.gov/ConcussionInYouthSports
Para descargar la hoja informativa para los entrenadores en español, por favor visite:
www.cdc.gov/ConcussionInYouthSports

THE FACTS

- A concussion is a **brain injury**.
- All concussions are **serious**.
- Concussions can occur **without** loss of consciousness.
- Concussions can occur **in any sport**.
- Recognition and proper management of concussions when they **first occur** can help prevent further injury or even death.

WHAT IS A CONCUSSION?

A concussion is an injury that changes how the cells in the brain normally work. A concussion is caused by a blow to the head or body that causes the brain to move rapidly inside the skull. Even a “ding,” “getting your bell rung,” or what seems to be a mild bump or blow to the head can be serious. Concussions can also result from a fall or from players colliding with each other or with obstacles, such as a goalpost.

The potential for concussions is greatest in athletic environments where collisions are common.¹ Concussions can occur, however, in **any** organized or unorganized sport or

recreational activity. As many as 3.8 million sports- and recreation-related concussions occur in the United States each year.²

RECOGNIZING A POSSIBLE CONCUSSION

To help recognize a concussion, you should watch for the following two things among your athletes:

1. A forceful blow to the head or body that results in rapid movement of the head.

-and-

2. Any change in the athlete’s behavior, thinking, or physical functioning. (See the signs and symptoms of concussion listed on the next page.)

It’s better to miss one game than the whole season.



SIGNS AND SYMPTOMS

SIGNS OBSERVED BY COACHING STAFF

- Appears dazed or stunned
- Is confused about assignment or position
- Forgets sports plays
- Is unsure of game, score, or opponent
- Moves clumsily
- Answers questions slowly
- Loses consciousness (even briefly)
- Shows behavior or personality changes
- Can't recall events prior to hit or fall
- Can't recall events after hit or fall

SYMPTOMS REPORTED BY ATHLETE

- Headache or "pressure" in head
- Nausea or vomiting
- Balance problems or dizziness
- Double or blurry vision
- Sensitivity to light
- Sensitivity to noise
- Feeling sluggish, hazy, foggy, or groggy
- Concentration or memory problems
- Confusion
- Does not "feel right"

Adapted from Lovell et al. 2004

Athletes who experience any of these signs or symptoms after a bump or blow to the head should be kept from play until given permission to return to play by a health care professional with experience in evaluating for concussion. Signs and symptoms of concussion can last from several minutes to days, weeks, months, or even longer in some cases.

Remember, you can't see a concussion and some athletes may not experience and/or report symptoms until hours or days after the injury. If you have any suspicion that your athlete has a concussion, you should keep the athlete out of the game or practice.

PREVENTION AND PREPARATION

As a coach, you can play a key role in preventing concussions and responding to them properly when they occur. Here are some steps you can take to ensure the best outcome for your athletes and the team:

- **Educate athletes and parents about concussion.** Talk with athletes and their parents about the dangers and potential long-term consequences of concussion. For more information on long-term effects of concussion, view the following online video clip: http://www.cdc.gov/ncipc/tbi/Coaches_Tool_Kit.htm#Video.

Explain your concerns about concussion and your expectations of safe play to athletes, parents, and assistant coaches. Pass out the concussion fact sheets for athletes and for parents at the beginning of the season and again if a concussion occurs.

- **Insist that safety comes first.**
 - > Teach athletes safe playing techniques and encourage them to follow the rules of play.
 - > Encourage athletes to practice good sportsmanship at all times.
 - > Make sure athletes wear the right protective equipment for their activity (such as helmets, padding, shin guards, and eye and mouth guards). Protective equipment should fit properly, be well maintained, and be worn consistently and correctly.
 - > Review the athlete fact sheet with your team to help them recognize the signs and symptoms of a concussion.

Check with your youth sports league or administrator about concussion policies. Concussion policy statements can be developed to include the league's commitment to safety, a brief description of concussion, and information on when athletes can safely return to play following a concussion (i.e., an athlete with known or suspected concussion should be kept

from play until evaluated and given permission to return by a health care professional). Parents and athletes should sign the concussion policy statement at the beginning of the sports season.

- **Teach athletes and parents that it's not smart to play with a concussion.** Sometimes players and parents wrongly believe that it shows strength and courage to play injured. Discourage others from pressuring injured athletes to play. Don't let athletes persuade you that they're "just fine" after they have sustained any bump or blow to the head. Ask if players have ever had a concussion.
- **Prevent long-term problems.** A repeat concussion that occurs before the brain recovers from the first—usually within a short period of time (hours, days, or weeks)—can slow recovery or increase the likelihood of having long-term problems. In rare cases, repeat concussions can result in brain swelling, permanent brain damage, and even death. This more serious condition is called *second impact syndrome*.^{4,5} Keep athletes with known or suspected concussion from play until they have been evaluated and given permission to return to play by a health care professional with experience in evaluating for concussion. Remind your athletes: "It's better to miss one game than the whole season."

ACTION PLAN

WHAT SHOULD A COACH DO WHEN A CONCUSSION IS SUSPECTED?

- 1. Remove the athlete from play.** Look for the signs and symptoms of a concussion if your athlete has experienced a bump or blow to the head. Athletes who experience signs or symptoms of concussion should not be allowed to return to play. When in doubt, keep the athlete out of play.
- 2. Ensure that the athlete is evaluated right away by an appropriate health care professional.** Do not try to judge the severity of the injury yourself. Health care professionals have a number of methods that they can use to assess the severity of concussions. As a coach, recording the following information can help health care professionals in assessing the athlete after the injury:
 - Cause of the injury and force of the hit or blow to the head
 - Any loss of consciousness (passed out/knocked out) and if so, for how long
 - Any memory loss immediately following the injury
 - Any seizures immediately following the injury
 - Number of previous concussions (if any)

- 3. Inform the athlete's parents or guardians about the possible concussion and give them the fact sheet on concussion.**

Make sure they know that the athlete should be seen by a health care professional experienced in evaluating for concussion.

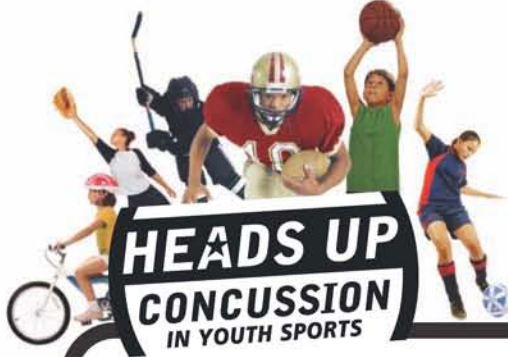
- 4. Allow the athlete to return to play only with permission from a health care professional with experience in evaluating for concussion.** A repeat concussion that

occurs before the brain recovers from the first can slow recovery or increase the likelihood of having long-term problems. Prevent common long-term problems and the rare *second impact syndrome* by delaying the athlete's return to the activity until the player receives appropriate medical evaluation and approval for return to play.

REFERENCES

1. Powell JW. Cerebral concussion: causes, effects, and risks in sports. *Journal of Athletic Training* 2001; 36(3):307-311.
2. Langlois JA, Rutland-Brown W, Wald M. The epidemiology and impact of traumatic brain injury: a brief overview. *Journal of Head Trauma Rehabilitation* 2006; 21(5):375-378.
3. Lovell MR, Collins MW, Iverson GL, Johnston KM, Bradley JP. Grade 1 or "ding" concussions in high school athletes. *The American Journal of Sports Medicine* 2004; 32(1):47-54.
4. Institute of Medicine (US). Is soccer bad for children's heads? Summary of the IOM Workshop on Neuropsychological Consequences of Head Impact in Youth Soccer. Washington (DC): National Academy Press; 2002.
5. Centers for Disease Control and Prevention (CDC). Sports-related recurrent brain injuries-United States. *Morbidity and Mortality Weekly Report* 1997; 46(10):224-227. Available at: www.cdc.gov/mmwr/preview/mmwrhtml/00046702.htm.

If you think your athlete has sustained a concussion... take him/her out of play, and seek the advice of a health care professional experienced in evaluating for concussion.



A Fact Sheet for PARENTS

WHAT IS A CONCUSSION?

A concussion is a brain injury. Concussions are caused by a bump or blow to the head. Even a “ding,” “getting your bell rung,” or what seems to be a mild bump or blow to the head can be serious.

You can’t see a concussion. Signs and symptoms of concussion can show up right after the injury or may not appear or be noticed until days or weeks after the injury. If your child reports any symptoms of concussion, or if you notice the symptoms yourself, seek medical attention right away.

WHAT ARE THE SIGNS AND SYMPTOMS OF A CONCUSSION?

Signs Observed by Parents or Guardians

If your child has experienced a bump or blow to the head during a game or practice, look for any of the following signs and symptoms of a concussion:

- Appears dazed or stunned
- Is confused about assignment or position
- Forgets an instruction
- Is unsure of game, score, or opponent
- Moves clumsily
- Answers questions slowly
- Loses consciousness (even briefly)
- Shows behavior or personality changes
- Can’t recall events prior to hit or fall
- Can’t recall events after hit or fall

Symptoms Reported by Athlete

- Headache or “pressure” in head
- Nausea or vomiting
- Balance problems or dizziness
- Double or blurry vision
- Sensitivity to light
- Sensitivity to noise
- Feeling sluggish, hazy, foggy, or groggy
- Concentration or memory problems
- Confusion
- Does not “feel right”

HOW CAN YOU HELP YOUR CHILD PREVENT A CONCUSSION?

Every sport is different, but there are steps your children can take to protect themselves from concussion.

- Ensure that they follow their coach’s rules for safety and the rules of the sport.
- Encourage them to practice good sportsmanship at all times.
- Make sure they wear the right protective equipment for their activity (such as helmets, padding, shin guards, and eye and mouth guards). Protective equipment should fit properly, be well maintained, and be worn consistently and correctly.
- Learn the signs and symptoms of a concussion.

WHAT SHOULD YOU DO IF YOU THINK YOUR CHILD HAS A CONCUSSION?

- 1. Seek medical attention right away.** A health care professional will be able to decide how serious the concussion is and when it is safe for your child to return to sports.
- 2. Keep your child out of play.** Concussions take time to heal. Don’t let your child return to play until a health care professional says it’s OK. Children who return to play too soon—while the brain is still healing—risk a greater chance of having a second concussion. Second or later concussions can be very serious. They can cause permanent brain damage, affecting your child for a lifetime.
- 3. Tell your child’s coach about any recent concussion.** Coaches should know if your child had a recent concussion in ANY sport. Your child’s coach may not know about a concussion your child received in another sport or activity unless you tell the coach.

It’s better to miss one game than the whole season.



A Fact Sheet for **ATHLETES**

WHAT IS A CONCUSSION?

A concussion is a brain injury that:

- Is caused by a bump or blow to the head
- Can change the way your brain normally works
- Can occur during practices or games in any sport
- Can happen even if you haven't been knocked out
- Can be serious even if you've just been "dinged"

WHAT ARE THE SYMPTOMS OF A CONCUSSION?

- Headache or "pressure" in head
- Nausea or vomiting
- Balance problems or dizziness
- Double or blurry vision
- Bothered by light
- Bothered by noise
- Feeling sluggish, hazy, foggy, or groggy
- Difficulty paying attention
- Memory problems
- Confusion
- Does not "feel right"

WHAT SHOULD I DO IF I THINK I HAVE A CONCUSSION?

- **Tell your coaches and your parents.** Never ignore a bump or blow to the head even if you feel fine. Also, tell your coach if one of your teammates might have a concussion.

- **Get a medical check up.** A doctor or health care professional can tell you if you have a concussion and when you are OK to return to play.
- **Give yourself time to get better.** If you have had a concussion, your brain needs time to heal. While your brain is still healing, you are much more likely to have a second concussion. Second or later concussions can cause damage to your brain. It is important to rest until you get approval from a doctor or health care professional to return to play.

HOW CAN I PREVENT A CONCUSSION?

Every sport is different, but there are steps you can take to protect yourself.

- Follow your coach's rules for safety and the rules of the sport.
- Practice good sportsmanship at all times.
- Use the proper sports equipment, including personal protective equipment (such as helmets, padding, shin guards, and eye and mouth guards). In order for equipment to protect you, it must be:
 - The right equipment for the game, position, or activity
 - Worn correctly and fit well
 - Used every time you play

It's better to miss one game than the whole season.



COACHES & MANAGERS ACTION STEPS FOR IMPLEMENTING ImPACT AT THE TEAM LEVEL

1. Get educated – review the PowerPoint presentation by Andy Hunt, MD.
[Click here](#) to launch the presentation.
2. Review the “[Fact Sheet for Coaches](#)” “[Fact Sheet for Parents](#)” and “[Fact Sheet for Players.](#)”
3. Ask questions – Andy Hunt will be happy to clarify any questions or concerns you may have, irondoc99@gmail.com or 847.323.5546.
4. Take the demo test so you are familiar with it and better equipped to administer it to your team.
5. Plan to administer the test at a rink before or after your scheduled practice. You may need to do this over the course of several practices but the goal is to test all registered players before the first game and/or tournament. You will need a laptop, strong Internet connection, quiet room free of all distractions and 20 – 30 minutes to administer the test (conference room at CIA or athletic room at LFA). Multiple players can take the test simultaneously, assuming you have one computer per player. It is best to spread the chairs so players do not distract one another during the test.
6. Educate the parents and players about the importance of NOT purposely “tanking” the test. Safeguards exist to identify players who purposely score poorly on the test. Those players will need to retake the test.
7. Test results can be interpreted to accommodate children with learning disabilities such as ADD/ADHD, etc.
8. Make sure the parents and the players read the fact sheet.
9. Once all of the players on your team have completed the ImPACT baseline test, please let Shannon Hackett know your team is in compliance, hackett@falcons hockey.org or 847.702.3075.
10. If a player refuses to take the test, please let Shannon know so she can document the incident and refer the matter to the Executive Board for further review.
11. Encourage your players to be open and honest with their coach and manager if they suffer a head injury. Players should not hesitate to tell a coach or manager when an incident occurs. If a player suffers a head injury during play, please remove the player from play for the remainder of the game and refer the player to his physician. Submit an incident report to Shannon Hackett. Incident Reports are included in this packet or you may download one from our website, ImPACT page.
12. Direct the player to take the ImPACT post-injury screening test within 24-48 hours of the injury. This can be done online in the same manner as the baseline test was administered. The player and parent need to sign the Consent Form.
13. The player must be cleared by a medical professional before returning to the ice and must provide you with a written release from such professional. If you have questions regarding concussions and the care thereof, please contact Andy Hunt at irondoc99@gmail.com or 847-323-5546.
14. Please forward a copy of the Return to Play (RTP) form to Shannon Hackett at hackett@falcons hockey.org so she can track the information accordingly.
15. Players who sustain one or more head injuries need to take extra care in ensuring that medical professionals are openly aware of their medical condition to guard against potential risk. Do not take head injuries lightly.
16. When in doubt, call the doctor!



PARENTS & PLAYERS ACTION STEPS FOR KEEPING YOUR ATHLETE SAFE

1. Get educated – review the PowerPoint by Andy Hunt, MD available on our website at www.falconshockey.org.
2. Read and understand the “Fact Sheet for Parents” and the “Fact Sheet for Players.”
3. Ask questions if you do not understand the material – Andy Hunt will be happy to clarify any questions or concerns you may have, irondoc99@gmail.com or 847-323-5546.
4. Have your player take the ImPACT baseline test at your team’s scheduled testing site.
5. It is VERY important that players DO NOT purposely “tank” the test. Safeguards exist to identify players who purposely score poorly on the test. Those players will need to retake the test. Please discuss this issue with your player ahead of the test.
6. Test results can be interpreted to accommodate children with learning disabilities such as ADD/ADHD, etc.
7. Encourage your players to be open and honest with their coach and manager if they suffer a head injury. **Players should not hesitate to tell a coach or manager if and when an incident occurs.** If your player suffers a head injury during play, the coach and/or manager will remove your player from play for the remainder of the game and/or practice. Please consult your physician, take the ImPACT post-injury test, have your physician review the pre and post test results and get clearance from your physician to return to the ice for play by completing and submitting the Return to Play (RTP) form to your coach and/or manager.
8. ImPACT post-injury screening test should be done within 24-48 hours of the injury. This can be done online in the same manner as the baseline test was administered. Your team manager can make arrangements with Shannon Hackett, FHA’s ImPACT Liaison at hackett@falconshockey.org or 847.702.3075 or Julie Davis at davis@falconshockey.org or 847.828.9793.
9. Players who sustain head injuries must be cleared by a medical professional before returning to the ice and must provide a written release from such professional. If you have questions regarding concussions and the care thereof, please contact Andy Hunt at irondoc99@gmail.com or 847-323-5546.
10. Please provide your team manager with a copy of the Return to Play (RTP) form so he or she can track the information accordingly.
11. Players who sustain one or more head injuries need to take extra care. Please contact your medical professional to make them openly aware of your player’s medical condition to guard against potential risk. No one should take head injuries lightly.
12. When in doubt, call the doctor!



ImPACT CONCUSSION MANAGEMENT FAQ's

- 1. Where can my player take an ImPACT baseline test?** Test sites will be made available at our rinks before and/or after scheduled practice at no cost to our players.
- 2. Why should my player take an ImPACT baseline test?** To gather important data to better manage concussion. A baseline test outlines how a player's brain functions free of injury. This data is compared to post-injury data to determine the severity of a concussion.
- 3. What age group is appropriate for taking ImPACT baseline and post-injury tests?** FHA offers baseline and post-injury tests to players who are 2nd-year Peewees and older. Test can be administered to younger players but it is geared for children ages twelve and older. If your younger player is interested in taking a test, please contact Shannon Hackett at hackett@falconshockey.org for a referral.
- 4. How long does it take to take the test?** Most children finish a baseline test in less than 30 minutes.
- 5. What is it like to take the test?** This non-invasive test is set up in "video-game" type format. It is simple, and actually many athletes enjoy the challenge of taking the test. Essentially, the ImPACT test is a preseason physical of the brain.
- 6. What does the test measure?** The test measures multiple aspects of cognitive functioning in athletes, including attention span, working memory, sustained and selective attention time, response variability, non-verbal problem solving and reaction time.
- 7. Who will administer the test?** FHA trained personnel with over site from Andy Hunt, MD of Illinois Bone & Joint Inst., Sports Medicine Division, Medical Director of USA Triathlon and parent of two FHA hockey players!
- 8. Are there any risks associated with taking the test?** ImPACT testing is non-invasive and poses no risk to the athlete.
- 9. How much does it cost to take the test?** FHA is providing baseline and post-injury ImPACT testing at no additional cost to the player.
- 10. How can I access a copy of my player's ImPACT baseline test results for post-injury comparison?** To request a copy of your player's ImPACT baseline test results, please contact Shannon Hackett at hackett@falconshockey.org or 847.702.3075 or Julie Davis at davis@falconshockey.org or 847.828.9793.
- 11. How can I learn more about ImPACT?** Visit our website at www.falconshockey.org or contact Shannon Hackett, FHA ImPACT Liaison, at hackett@falconshockey.org or 847.702.3075.