



Kitsap Rowing Association

Emergency Action Plan: On Water Rescue – Medical Emergency

Updated: 11 April 2024

A. Purpose: This Emergency Action Plan (EAP) addresses steps to be taken in the event a Kitsap Rowing Association (KRA) rower experiences a medical emergency. Two categories of medical emergency are addressed in this EAP, and a quick and accurate assessment of the type of emergency is required. The two categories of medical emergency are:

1. A minor injury (e.g., a cut or a blow to the head from catching a crab) or a relatively minor illness (asthma attack, bee sting, stomach problems, heat exhaustion, mild hypothermia, etc.) that does not require a response by emergency medical responders (triggered by a 911 call).
2. A major injury or illness requiring a 911 call requesting emergency medical response.

Copies of the KRA emergency contact list can be found under the lid of the small gray bin on the launch and in the first aid kit in the dock locker.

B. In the event of a minor injury or illness:

1. The individual with the injury or illness, or another person in the shell, calls "Way Enough." That call will cause the cox to immediately issue the "Way Enough" command to stop the boat and begin the assessment process.
2. The cox will assess the situation and decide whether care can be administered within the shell or requires assistance from the launch. If necessary, the cox will summon the launch.
3. The launch operator will approach the shell, bow first, at a 90-degree angle to the shell on the side away from the affected rower's oar.
4. The coxswain will direct the rowers near the affected individual to move their oars away to give the launch plenty of room and assist in securing the launch to the shell. Remaining rowers will set the boat.
5. The launch operator, coach (if present), or a qualified person in the shell, will treat the injury or illness with the items available in the KRA First Aid Kit in the

launch. If the treatment addresses the rower's problem and they can continue with the row, the launch will pull away and the row will continue.

6. If the individual is unable to continue the row, a decision is needed as to whether the shell will return to the KRA dock, or the affected individual will be transferred to the launch for a return to the dock.
7. If the individual returns to the dock in the shell, a decision is needed as to their ability to return home unassisted, or if their emergency contact should be called to come to the dock to take the individual home.
8. If the individual is taken in the launch, the cox and crew will decide if it is safe to return to the KRA dock unaccompanied. If not, the shell should remain in the same general area while the launch proceeds to the dock. As soon as the condition of the injured or sick rower has been appropriately addressed at the dock, the launch will return to the shell and the row may be continued if time and conditions permit.

C. In the event of a major injury or illness:

1. Anyone witnessing a major injury or illness, especially if a rower or cox slumps over and loses consciousness, will shout "STOP" – the code word for medical emergency. That call will cause the cox, or the nearest rower if the cox is the affected individual, to immediately issue the "Way Enough" command and stop the boat.
2. **Assess the injury or illness.** Someone will assume the role of Person in Charge. This will most likely be the launch operator or coach but could be any crewmember with experience of medical emergency procedures. The Person in Charge will perform the following assessments:
 - a. Condition of the individual:
 - (1) Nature of the injury or illness.
 - (2) Is the individual ambulatory, breathing, conscious, or responsive?
 - b. If the individual's condition requires an emergency medical response:
 - (1) Call 911 immediately. The situation will determine who makes the call, but it will most likely be the cox, coach, or launch driver. Meanwhile, others will fix the location in Liberty Bay and determine the location of nearest emergency landing site (ELS). KRA has identified ELSs in Liberty Bay that are available in any tide condition and are readily available to emergency responders (See Appendix A). A set of ring cards describing these locations is kept on the launch.

The 911 call will follow this script:

This is [IDENTIFY YOURSELF] with Kitsap Rowing Association reporting a medical emergency. We have an individual who is [DESCRIBE THE CONDITION]. We are located in Liberty Bay near [APPROXIMATE LOCATION WITH LANDMARKS].

- (2) Kitsap 911 is a central line and ALL local responders (police, fire, navy, Coast Guard) will get the call. 911 responders will determine which resources are in the area and the best to respond. Guidance from 911 Operator may be to stay in place and wait for on-water rescue, or to row to the nearest shore or another location such as one of the ELS.

Although the launch might intuitively appear to be the fastest way to get a casualty to shore, the time required to maneuver the launch into position and the safety/feasibility of transferring the victim from the shell should be considered. It is important not to put other individuals at risk while performing an emergency rescue. In most situations, rowing to shore will be the quickest and most straightforward and manageable action.

3. If proceeding to the nearest shore or ELS with the individual in the shell:

- a. An adjacent rower will secure and assist the individual in the shell. Allow the unused oars to trail freely in the water.
- b. The shell will row to the nearest ELS as quickly as possible. Most of the emergency landing sites for the shell are beaches.
- c. The launch will accompany the shell to the ELS and provide assistance as required. The launch operator (or coach, if present) will provide the cox with the emergency contact information for the individual. The KRA emergency contact list is under the lid of the small gray bin on the launch.
- d. The shell will make a wet landing (unless returning to the KRA dock) and the cox or Person In Charge will direct the rowers in moving the individual ashore.

- e. Once ashore, provide medical care as required. If the individual is not breathing:
 - (1) Begin CPR immediately.
 - (2) Get the AED from the launch and use it to attempt to resuscitate the individual:
 - (a) Remove clothing from the chest area (scissors are in the KRA first aid backpack).
 - (b) Dry the chest area with a clean, dry towel (a towel is in the KRA first aid backpack).
 - (3) Apply the AED and follow its prompts as it diagnoses the individual's condition.
- f. The launch operator will update 911 with location information and the status of the injured/ill individual.
- g. Transfer the individual to emergency medical responders when they arrive. Provide them with the emergency contact information for the individual.
- h. With the injured/ill individual transferred to emergency medical responders, the launch and shell will return to the KRA dock.

4. If the cox is the injured/ill individual:

- a. The rower nearest to the cox (stroke or bow) will issue the "Way Enough" command, conduct the assessment process, and summon the launch (if required).
- b. The launch operator or coach (if present) will make the 911 call.
- c. Proceed as directed by 911 responders.

5. If the launch operator is the injured/ill individual, and is alone in the launch:

- a. **The cox will call 911 immediately and request an on-water response.** The shell will stay close to the launch and keep emergency responders aware of the location.

6. If an individual is in the water:

- a. Procedures for recovery of rowers from the water are described in detail in the KRA Safety Program. Given the water temperature in Liberty Bay,

any situation in which a person enters the water is associated with a risk of hypothermia and should be considered a potential medical emergency. If possible, the person should be helped into the launch and assessed for symptoms of hypothermia (shivering, confusion, loss of coordination, slurred speech, unresponsiveness). If in doubt, call 911. If possible, help the person remove wet clothing gently, moving the person as little as possible, and cover with dry clothing and/or reflective blanket from the gray bin. The person should try to remain in the same position, ideally horizontal, and avoid moving around too much to prevent further shock.

- b. If the person in the water is struggling to stay afloat, panicking, unable to manage the PFD/rope thrown to them, or appears to be drowning, call 911 immediately. The launch may try an approach to reach the individual, but no other person should enter the water to assist.

APPROVAL AND REVIEW

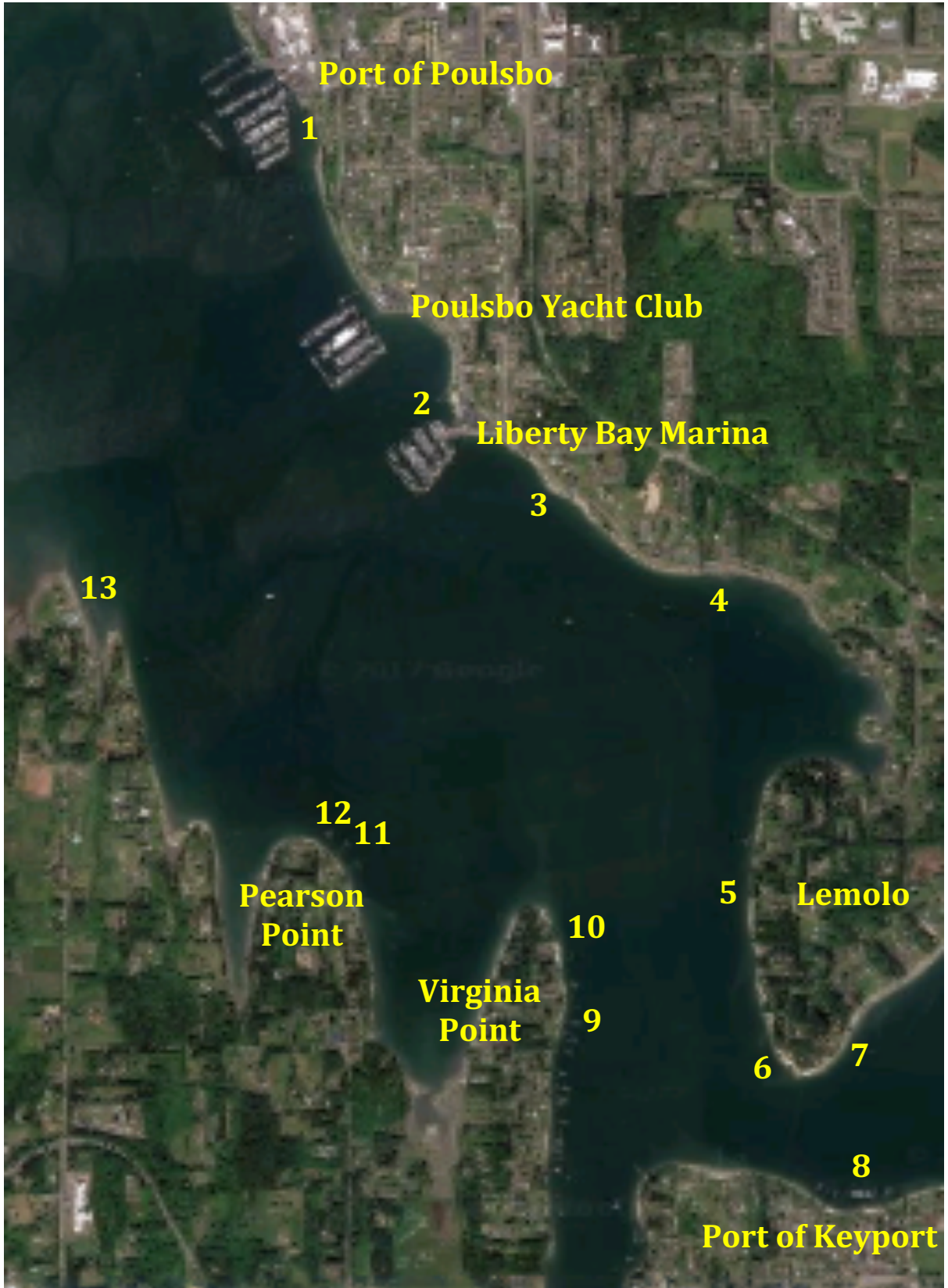
APPROVAL AUTHORITY	KRA BOARD	COMMENT
DATE APPROVED	8 March 2018	
REVIEW AUTHORITY	Safety Committee	
DATE OF REVIEW	27 May 2022	
DATE OF REVIEW	11 April 2024	Major revision approved by KRA Board
NEXT REVIEW DATE	11 April 2025	

Appendix A

Emergency Landing Sites (ELs)

KRA has identified 13 Emergency Landing Sites (ELs) in Liberty Bay. These sites are available in any tide condition and were selected based on closeness to KRA rowing routes, ease of making a beach or pier landing, and ease of access for Emergency Medical Services (EMS -- normally the Poulsbo Fire Department).

1. The Port of Poulsbo – The Discovery Center Boat Launch, 18743 Front St NE, Poulsbo, WA 98370
2. Oyster Plant Park, 17791 Fjord Dr NE, Poulsbo, WA 98370
3. 17346 Lemolo Shore Drive NE, Poulsbo, WA 98370
4. 17166 Lemolo Shore Drive NE, Poulsbo, WA 98370
- ~~5. 16379 Norum Road NE, Poulsbo, WA 98370~~ **NO LONGER APPROVED**
6. 16005 Norum Road NE, Poulsbo, WA 98370
7. 1700 Yoot Skut Road NE, Poulsbo, WA 98370
8. The Port of Keyport, 15501 Washington Ave NE, Keyport, WA 98345
- ~~9. 15978 Virginia Point Road NE, Poulsbo, WA 98370~~
10. 16208 Virginia Point Road NE, Poulsbo, WA 98370
11. 16499 Pearson Point Rd NE, Poulsbo, WA 98370
12. 16575 Pearson Point Rd NE, Poulsbo, WA 98370
13. 17130 Scandia Ct NW, Poulsbo, WA 98370



KRA Emergency Landing Sites (ELs)