



Safety & Risk Management

Fall 2009

BC Hockey Safety & Risk Management Committee

Volume 1, Issue 1

Safety & Risk Managers... Who Are They?

Each minor hockey association and league shall appoint an Executive member as Risk Manager. The Risk Manager shall be responsible for implementing, administering and evaluating the association's risk management program. Some of the specific functions of the Risk Manager are:

- Become qualified in the Hockey Canada Safety Program (HCSP).
- Become qualified in Respect in Sport.
- Coordinate booking of association HCSP clinics through the District Safety & Risk Management Coordinator.
- Attend association HCSP clinics as a liaison between association participants and the BC Hockey Course Conductors.
- Ensure that all association teams have at least one HCSP qualified person assigned to their team roster by December 1.
- Maintain accurate and current association records of all HCSP qualified people.
- Attend association executive meetings and advise the Executive of all safety and risk management concerns within the association.
- Complete regular arena safety checks on all facilities used by the association and liaise with the arena facility manager(s) with respect to association safety issues.
- Conduct regular meetings with team safety people.
- Act as a risk management advisor for association tournaments and special events.
- Ensure that all teams have adequate supply of and access to Hockey Canada injury report forms.
- Establish a protocol for handling all injury report forms, ie, receiving completed forms back from injured players, ensuring forms are completely and accurately filled out, copying form to the player file, forwarding completed form to the BC Hockey office.
- Establish association protocol for response to serious injury and/or death of a member, ie, association risk manager to be notified immediately, risk manager to notify BC Hockey immediately, ensure serious injury report form is completed and forwarded to Hockey Canada through the BC Hockey office.

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Water Bottle Protocol: H1N1 Considerations

With current pandemic and flu concerns it is important that all Safety & Risk Managers remind their associations that there are many potential health risk that are related to the sharing of water bottles by players, officials, coaches and others. Hockey Canada's Safety Program recommends the following protocol as it relates to the use of water bottles:

- Good team hygiene includes all players and staff have their own water bottles to prevent the transmission of viruses and bacteria.
- Bottles should be labeled and washed after each practice or game.
- It is further recommended that officials avoid the practice of drinking from the goaltenders water bottle. If officials re-

quire water during a game, it is suggested that they have their own water bottle at the penalty bench.

- Good hygienic practices help to maintain a healthy team atmosphere and ultimately assist in keeping all participants healthy throughout the season.



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Safety & Risk Management Committee... Who Are We? —

The Safety & Risk Management Committee is a committee of BC Hockey formed in the 2004-2005 season. Its mandate is to propose revisions of and amendments to the regulations and policy of the society relating to programs. The Committee is specifically concerned with the Hockey Canada Safety Program, Respect in Sport (formerly Speak Out!), TEAM First and other risk management matters. Proposed revisions are submitted for consideration and action at the General Meeting of the Society.

It is also the duty of the Safety & Risk Management Committee to review the BC Hockey Safety & Risk Management Manual annually.

The Safety & Risk Management Committee's responsibility is to work with each district on any safety and risk management issues. Committee members work with HCSP Coordinators to develop clinic schedules and plans for each association. Committee members also help make sure that each association has met the necessary safety and risk management and Respect in Sport requirements. In addition,

they assist in the promotion and delivery of BC Hockey Game Management Program TEAM First.

The Safety & Risk Management Committee's responsibility is to work with each district on any safety and risk management issues.

The Committee consists of the Chairperson (BC Hockey Officer), the Society's Safety & Risk Management Coordinator, the Society's Harassment Advisor, and nine district members representing the entire province.

2009-2010 Safety & Risk Management Committee Members:

Committee Chair ~ **Randy Henderson**
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Safety & Risk Mangers *(continued from page 1)*

- Receive and act upon all injury statistics.
- Inform facility manager(s) of any injuries which may arise as a result of facility hazards / deficiencies.
- Support the decision making authority of the team safety people and be prepared to communicate with parents, team officials or players should there be conflicts of opinion with regard to removal from / return of play.
- Investigate all safety concerns reported by a team safety person or other interested party.
- Insist on the Board having a policy relative to Board volunteer liability.
- Review event sanctions request form and guidelines with all team safety people to ensure that every team knows what constitutes a "sanctioned" event.
- Advise facility management staff of the Emergency Action Plan (EPA).

- Set up EAP information sheet for visiting teams / tournaments / special events.
- Organize training drills for team safety people, ie, practice on-ice response to injury, implement EAP, etc.
- Receive all BC Hockey risk management bulletins and keep safety people current with this information.
- Conduct annual safety and risk management meeting for parents.
- Be responsible for the association inventory of first aid kits. Distribute kits to teams at beginning of season and establish replenishment procedures. If the association does not supply kits, ensure that a well stocked kit is easily accessible in every association facility.
- Encourage teams to complete their medical history forms prior to their first game of the season.
- Be aware of TEAM First program.

In addition to the day-to-day operations of your association you may assume responsibility for the overall risk management operation of all events hosted by your association. These could include tournaments, jamborees, playoffs, provincial championships, High Performance (Best Ever) camps, Canucks Centre for BC Hockey, etc. The following are some guidelines to help you implement an effective risk management program with your event and touch on the following concerns:

- Arena safety inspections
- On-Ice Safety
- Off-Ice Safety
- Transportation
- Hotel Accommodations

For more information and inspection templates visit:

[www.bchockey.net/
RiskManagement/
riskmanagement.aspx](http://www.bchockey.net/RiskManagement/riskmanagement.aspx)

Beginning of the Season Equipment Checklist

It's the beginning of the season and many of us are going to be faced with the panicked questions from first time hockey parents "What does my son / daughter need to play hockey?" The following is an equipment checklist that would be helpful for all hockey parents, not just the first timers.



EQUIPMENT	BASIC THINGS TO LOOK FOR
PANTS	<ul style="list-style-type: none"> - No tears, loose threads and / or dangling belts or straps. - Inside zippers done up and working.
STICK	<ul style="list-style-type: none"> - Plug is in butt end of the stick (top). - Blade has no sharp edges or breakages.
HELMET	<ul style="list-style-type: none"> - Must have visible CSA label, snug chin strap, ear guards, be decal and tape free, and not painted. - No cracks in shell or padding.
FACEMASK	<ul style="list-style-type: none"> - No metal bars broken on cages. - Tight screws and if replacements, NOT too long. - Straps snug with stretch in elastic. - Clips in place. - NO cracks in plastic. - Watch for rust at wire seams.
GLOVES	<ul style="list-style-type: none"> - High enough so covers wrist. - Firm fingers, thumb and back padding - Palms soft and pliable. NO holes near fingers or in palm larger than a quarter. - No loose threads.
NECKGUARD	<ul style="list-style-type: none"> - Completely covers neck. - Fits snug enough to avoid exposing parts of neck and upper chest. - MUST have BNQ certification and be free of fabric cuts. - Velcro strap NOT worn and in good working order. - Must not be altered in any way. - Rips or tears should be sewn. - No tape wrapped around neckguard.

Recent Changes: "Respect in Sport"

Respect in Sport (RiS) is an online training course for coaches and sport leaders. It is designed as a tool to assist leaders in identifying and dealing with abuse, neglect, harassment and bullying in sport. Based on the results of the Hockey Manitoba pilot, Hockey Canada has recognized Respect in Sport as an option to obtain Speak Out! accreditation.

Beginning in 2009-2010, BC Hockey will fully integrate the RiS platform as the mechanism for Speak Out! accreditation. Previous Speak Out! accreditations will remain valid, and the cost for the clinic will remain the same.

Respect in Sport registration is accessible from the clinics page on the BC Hockey website 24 hours a day, 7 days a week.

The benefits of the new system include:

1) Time Commitment - The course will take an estimated 2.5 hours and accreditation will be updated in the Hockey Canada Registry immediately upon completion.

Previous Speak Out! accreditations will remain valid...

2) Availability / Access - The course is accessible over the internet, so it can be taken when and where you wish, as well as at your own speed. All you need is access to the internet and speakers or a headset.

3) Flexibility - Delegates can access the Respect in Sport online course at any time, so it can be completed at your leisure. It is broken into six 30-minute modules, and they can be completed one module at a time.

4) E-Learning Platform - This is an introduction to the capabilities of training delegates with online tools and resources. The course contains audio / visual presentations and quizzes, as well as many handouts which remain accessible after the course is complete.

5) Not Sport Specific - Respect in Sport is not specific to any sport. This allows for the reduction of duplication of information for individuals who volunteer in more than one sport.

Win A BC Hockey Thermos!

We are looking for a catchy name for our Safety & Risk Management Newsletter. If you can think of a great name, submit it to nwsrm@bchockey.net with your name, mailing address and your newsletter idea. If your submission is chosen, you could win a BC Hockey thermos. Good Luck!

Seeking West Kootenay Committee Member

BC Hockey is currently seeking applications for a Safety & Risk Management Committee Member from the West Kootenay. If you would like to apply for this position or require more information please contact the BC Hockey office at 250-652-2978 or by email at info@bchockey.net.

The West Kootenay Safety & Risk Management Committee Member will

join the other committee members in reviewing regulations and policies relating to risk management matters, such as the Hockey Canada Safety Program (HCSP), Respect in Sport (formerly Speak Out!) and TEAM First. The committee member will also work with his or her district on any safety and risk management issues as well as work with HCSP Coordinators to develop clinic schedules.

Important Safety & Risk Management Resources

BC Hockey's Risk Management web pages provides many valuable resources for risk mangers.

www.bchockey.net/RiskManagement/riskmanagement.aspx

On the homepage you will find links to:

- The Safety/Risk Management Manual - This manual is updated yearly and contains important information on topics such as Arena Safety Inspection, Complaint Sub-

mission, Return to Play and Criminal Record Checks.

- Zero Tolerance Policy.
- Articles of Interest - Articles are added periodically.
- Related BC Hockey News.
- Related BC Hockey Bulletins.

Within the Risk Management section, there a specific pages containing information for:

- HCSP (Hockey Canada Safety Program).

- Respect in Sport / Speak Out!
- TEAM First.
- Injury Claims.
- Special Events.
- Certificates of Insurance.
- Safety For All Booklet - This Hockey Canada publication contains information in three areas (1) Understanding Bullying, Harassment & Abuse (2) Safety Requires Teamwork: An information guide to Hockey Canada's Risk Management and National Insurance Programs, and (3) Equipment Tips.

The screenshot shows the BC Hockey website interface. At the top is the 'BC Hockey.net' logo. Below it is a search bar. On the left is a navigation menu with items like HOME, NEWS, HOCKEY DIVISIONS, YOUTH PROGRAMS, HIGH PERFORMANCE, COACHING, OFFICIATING, RISK MANAGEMENT, SPECIAL PROGRAMS, OPPORTUNITIES, and SPORT FOR LIFE. The main content area is titled 'Risk Management' and contains several paragraphs of text about the history and safety of ice hockey. Below the text are links for 'Zero Tolerance Policy (PDF)' and 'Safety / Risk Management Manual'. There is also a section for 'Articles of Interest' with links to PDFs such as 'Thirsty Work - Hydration and Exercise', 'Best Practices for Clinical Hydration Measurement', 'Players and Coaches Understanding of Concussions', 'Concussion Expert Takes Questions', and 'Epi-Pens and Auto Injectors'. On the right side of the page are several promotional banners for BC major midget league, BC Female Midget AAA, ADULT RECREATION, CANUCKS CENTRE FOR BC HOCKEY, TEAM, and Sports Funder.