

CONCUSSION CHECKLIST FOR COACHES

1. Read through the material included in the “Concussion Packet for Coaches”
2. Know the signs and symptoms of a concussion
3. Send the following forms home to parents:
 - *“Heads Up” - Concussion in High School Sports – A Fact Sheet for Parents*
 - *Concussion Acknowledgment and Signature Form for Parents and Student Athletes*
4. Hand out and discuss the *“Heads Up – Concussion in High School Sports – A Fact Sheet for Athletes* with your student athletes
5. Ensure that parents and student athletes sign and return the *Concussion Acknowledgement and Signature Form for Parents and Student Athletes*
6. Ensure that a student athlete does not begin practice for an interscholastic or intramural sport until the *Concussion Acknowledgement and Signature Form for Parents and Student Athletes* is signed and on file with the coaching staff
7. Have a plan in place to identify and properly handle students that are suspected of having a concussion or head injury
8. Send all students for evaluation by a licensed health care provider trained in the evaluation and management of concussions and head injuries when a concussion or head injury is suspected
9. Require that the *Concussion Evaluation and Release to Play Form for Licensed Health Care Providers* is signed and on file with the coaching staff before the athlete can return to play
10. Ensure that the return to play schedule is followed per the guidelines outlined by the licensed health care provider trained in the evaluation and management of concussion and head injuries