



## When to Submit a Serious Injury Report?

A Serious Injury Report must be completed for the following match or training related injuries:

- any head or neck injury that results in a player being treated at an emergency department, hospital or after-hours medical centre,
- or**
- any injury that results in the admission of a player into hospital. (note: this does not include players taken to an emergency department and allowed home from there).

Submit a 'Serious Injury Report' online **within 48 hours** of the time of injury occurring:  
<http://form.jotform.co/form/33276909669875>

## Australian Rugby Serious Injury Protocol

The protocol is to be followed in the event of a serious injury to a player's head or neck (ie: suspected spinal injury) or fatality is as below:

1. Provide immediate on-field medical care and arrange suitable transportation (ie. ambulance) to the hospital for the injured player.
2. Club/school representative to phone the ARU Serious Injury Case Manager (SICM) on the ARU Hotline **1800 036 156** in the event of a serious injury (ie: suspected spinal injury or fatality). This number is a call back service and your details will be passed on to the SICM who will call you back ASAP. Please have all details of the incident ready to pass on to the SICM.
3. SICM to establish initial contact with designated hotline caller to ascertain current status.
4. SICM notifies ARU General Manager (GM) of Community Rugby or designate of situation.
5. SICM or GM notifies designated representative responsible for zone/region/state union (eg: New South Wales Country Rugby – Executive Officer).
6. Designated representative responsible for zone/region/state is to establish one point of contact with the club/school/zone to coordinate situation (eg: President/Executive Officer).
7. SICM or GM to notify ARU Media Manager.
8. SICM, GM and representative responsible for the zone/region/state to establish a process of support as required.

## Club Responsibilities

1. Provide immediate on-field medical care and arrange suitable transportation (ie. ambulance) to the hospital for the injured player.
2. Phone SICM on the ARU Hotline **1800 036 156** in the event of a serious injury (ie: suspected spinal injury or fatality), who in turn notifies ARU nominee.
3. Phone zone/regional/governing affiliate administration.
4. Accurately record any details and persons associated with the injury.
5. Notify next of kin in the case of a serious injury to a player's head or neck.
6. In the case of a fatality, the Police will notify the next of kin.
7. Monitor players/match officials (referees, touch judges)/club officials (coaches, managers, runners, trainers, physiotherapists etc) for team debrief and/or personal counselling.
8. Complete the Serious Injury Report (details on the back of this page) and submit online at [www.aru.com.au/seriousinjury](http://www.aru.com.au/seriousinjury) **within 48 hours** of the time of injury occurring.
9. Complete the ARU Sports Injury Claim Form for all insurance claims. For more information please contact Gow-Gates Insurance Brokers (**1800 811 371**) or visit [www.aru.com.au/tryrugby](http://www.aru.com.au/tryrugby).

## **State Union Responsibilities**

1. Follow up counselling requirements for the injured player, club/school personnel, referee and touch judges in conjunction with SICM and GM.
2. In conjunction with club/school officials, zone/regional/governing affiliate administration and ARU, handle all media contact. There should be one point of contact for media releases.
3. State Union representative to attend any inquest/event.
4. Assist club/school with fund raising activities as required.

## **Australian Rugby Responsibilities**

1. Provide support – (logistical and human) to the injured player, family, club/school, match officials and state union as required.
2. Monitor current and ongoing status of the injured player.
3. Complete analysis report of injury occurrence and record on the ARU Serious Injury Register.
4. Maintain ARU database.