Sport Medicine and Science Council of Saskatchewan
Sport Concussion Checklist

(adapted from University of Calgary and Parachute- Improving Awareness of Your Organization's Concussion Protocol: Strategies Checklist)

1. Make your concussion protocol easy to find online
    - ☐ Posted on your organization's website
    - ☐ Easy to find location
        - Logical for visitors to find
        - Searchable
        - Connected to webpage with concussion/safe sport resources
    - ☐ Posted on sport partners websites- i.e. clubs, leagues

2. Share your concussion protocol annually with stakeholders
    - ☐ Summary document (one-page summary, Concussion Pathway, Pre-season Education Sheet, link to protocol) emailed to all registrants (athletes, parents, coaches, officials, others) each season
    - ☐ Shared with Board Members
    - ☐ Discussed in education or training sessions about concussion, injury prevention, safe sport

3. Make supporting documents easy to access
    - ☐ Available on your website
    - ☐ Link available on the Summary document
    - ☐ Provided to coaches

4. Embed your protocol in other health and safety information
    - ☐ Include a link to the protocol in all safety information and manuals
    - ☐ Include a link or copy of the protocol in event personnel materials (i.e medical volunteers, officials, athlete/team orientations)

5. Identify who is responsible for tracking your protocol
    - ☐ Ensuring education and training requirements are met
    - ☐ Medical assessment and clearance forms are being used
    - ☐ Any required injury reporting and tracking occurs