**Purpose**: Planning for the worst and never needing to implement that plan is better than experiencing the worst and having no plan in place. The following scenarios are designed to create discussion around how to prepare for and respond to crisis / emergency situations that fall outside the ‘normal’ experiences of traveling with a sport.

**Instructions**: For each scenario, address the series of questions in the boxes following it. Please note that not all ‘situations’ can be accounted for, but establishing clear protocols for each of the scenarios below will provide plans that may be applicable or transferable to similar types of scenarios not specifically identified.

**Scenario 1**

* A major health concern for one of the players / staff emerges and they need medical treatment and will be staying in hospital after the team leaves the country of the competition.

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| Who needs to be notified first and how is the ‘situation’ communicated to the rest of the staff and team? |  |
| Who is responsible for the leadership role? |  |
| What other roles need to be filled and by who? |  |
| What sequence / chain of events needs to be done and by who? |  |
| Who else needs to be notified outside our ‘bubble’? |  |
| Who is the point of contact for any ‘outside the bubble’ inquiries? |  |
| What steps / information needs to be determined prior to departure, and who will do this? |  |

**Scenario 2**

* A major life event at home for one of the players (i.e., death in the family, family emergency) happens and an urgent phone call / email / text arrives at 2am to the player or staff member.

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| Who needs to be notified first and how is the ‘situation’ communicated to the rest of the staff and team? |  |
| Who is responsible for the leadership role? |  |
| What other roles need to be filled and by who? |  |
| What sequence / chain of events needs to be done and by who? |  |
| Who else needs to be notified outside our ‘bubble’? |  |
| Who is the point of contact for any ‘outside the bubble’ inquiries? |  |
| What steps / information needs to be determined prior to departure, and who will do this? |  |

**Scenario 3**

* A player / staff is the victim of a criminal activity and is in the hospital or local police station.

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| Who needs to be notified first and how is the ‘situation’ communicated to the rest of the staff and team? |  |
| Who is responsible for the leadership role? |  |
| What other roles need to be filled and by who? |  |
| What sequence / chain of events needs to be done and by who? |  |
| Who else needs to be notified outside our ‘bubble’? |  |
| Who is the point of contact for any ‘outside the bubble’ inquiries? |  |
| What steps / information needs to be determined prior to departure, and who will do this? |  |

**Scenario 4**

* A player / staff has been involved in a criminal activity and has been arrested and is being held in a cell at the local police station.

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| Who needs to be notified first and how is the ‘situation’ communicated to the rest of the staff and team? |  |
| Who is responsible for the leadership role? |  |
| What other roles need to be filled and by who? |  |
| What sequence / chain of events needs to be done and by who? |  |
| Who else needs to be notified outside our ‘bubble’? |  |
| Who is the point of contact for any ‘outside the bubble’ inquiries? |  |
| What steps / information needs to be determined prior to departure, and who will do this? |  |

**Scenario 5**

* The team lead receives notice of a doping infraction by a player stemming from a test taken prior to this competition.

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| Who needs to be notified first and how is the ‘situation’ communicated to the rest of the staff and team? |  |
| Who is responsible for the leadership role? |  |
| What other roles need to be filled and by who? |  |
| What sequence / chain of events needs to be done and by who? |  |
| Who else needs to be notified outside our ‘bubble’? |  |
| Who is the point of contact for any ‘outside the bubble’ inquiries? |  |
| What steps / information needs to be determined prior to departure, and who will do this? |  |

**Scenario 6**

* A natural disaster / act of terror hits the area where team is staying and power / communication / transport has been cut out.

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| Who needs to be notified first and how is the ‘situation’ communicated to the rest of the staff and team? |  |
| Who is responsible for the leadership role? |  |
| What other roles need to be filled and by who? |  |
| What sequence / chain of events needs to be done and by who? |  |
| Who else needs to be notified outside our ‘bubble’? |  |
| Who is the point of contact for any ‘outside the bubble’ inquiries? |  |
| What steps / information needs to be determined prior to departure, and who will do this? |  |

**Scenario 7**

* A natural disaster / act of terror occurs at home while team is away and the team’s scheduled return travel is not possible and several of the player’s families are impacted and communication with them is not available.

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| Who needs to be notified first and how is the ‘situation’ communicated to the rest of the staff and team? |  |
| Who is responsible for the leadership role? |  |
| What other roles need to be filled and by who? |  |
| What sequence / chain of events needs to be done and by who? |  |
| Who else needs to be notified outside our ‘bubble’? |  |
| Who is the point of contact for any ‘outside the bubble’ inquiries? |  |
| What steps / information needs to be determined prior to departure, and who will do this?  |  |