

GUIDELINES FOR DEVELOPING A RISK MANAGEMENT PLAN

COMPONENTS OF RISK MANAGEMENT...

- Safety Committee
 - Responsible for the development of a risk management plan
- Advance Planning and Preparation
- Include all Situations
 - Access all available resource persons, apply principles of effective communication, and use common sense to identify all foreseeable risks. Then develop a reasonable approach of addressing those risks.
- Season and Sport Specific
- Open Communication
- Implement Program
- Daily Approach
 - RISK MANAGEMENT IS AN EVERYDAY PROCESS
- Pre- and Post-Season Review
- Flexibility and Adaptability
- Common Sense
- Distribute the Plan in writing to all concerned
- Practice, Practice, Practice
- Public Awareness

THE DEVELOPMENT OF A RISK MANAGEMENT PLAN...

- Risk assessment is central to the development of a Risk Management Plan
- Risk assessment involves three basic steps:
 - Risk Identification
 - Measure the Risks

- Risk Control

Step 1: Risk Identification

- It is important to realize that Risk Identification is very sport specific
 - *Floor Hockey is very different from Rhythmic Gymnastics*
- Brainstorm a list of possible dangers, situations, or problems that might occur in the operation of programs...
 - *Talk with your coaching team, athletes and facility coordinators to gain their insight.*
- Review existing policies, procedures, personnel, and operating manuals; ensure they still comply with relevant legislation, codes, etc...

IDEA: Try to breakdown the situation into specific areas and ask yourself what are the foreseeable risks with each specific area.

Examples

- Facilities
- Equipment
- Sport Program

Step 2: Measure the Risk

- Once you have gone through the process of identifying the risks associated with your sport program, the next step is for your team to measure and evaluate these risks.
 - ◆ What Does it mean to Measure the Risk?
 - To measure a risk means to look at it's magnitude, more specifically a combination of the following:
 - the severity of the resulting injury/illness
 - the likelihood of an injury/illness occurring in a given length of time.
- When measuring the magnitude of the risk think of the following consequences:
 - Injury or Harm to individuals
 - Loss of reputation
 - Financial loss (through lawsuits, loss of funding)
 - Loss of athletes, volunteers
 - Can we as coaches be held liable?
- Once your team has measured the magnitude of the risks associated with your sport program you must decide which risks are the priority; these are the ones that must be addressed immediately

- **Reduce the Risk**
 - There may be ways of modifying some aspects of an activity through technique so that it becomes less risky. It is key for all coaches and athletes to be educated in proper emergency procedures.
 - Other ways of reducing risk include:
 - investing in new equipment
 - incorporating stricter safety measures
 - have coaches trained in Sports Aid
 - Develop an Emergency Action Plan, EAP
 - etc...

- **Retain the Risk**
 - In your risk assessment you may have found that a certain activity is central to your program and that it's benefits outweigh the risks. You may choose to assume the risk while continuing to look for ways to reduce its effect.
 - Example:
 - In the world of sport there is inherent risk in the activity itself. If athletes and coaches were not prepared to retain some risk, sport itself would not exist.

- **Transfer the Risk**
 - If an activity is central to your program, yet the risks are too great for your Sport Program to retain, you have the option of transferring the risk to a third party. Risk transfer usually involves the use of waiver forms or insurance policies.

- **Eliminate the Risk:**
 - Sometimes the risks are simply too great, the consequences too serious, and an activity may have to be eliminated altogether.
 - Example:
 - The only track facility you have available to your Athletics program is intersected by a motor way.