

CONCUSSION ACTIVE & SAFE SELF-ASSESSMENT TOOL

Recreation organizations can use this scorecard to capture a snapshot of their progress in developing a concussion prevention and management program.

Compare the current status in your organization with each of the three facets of concussion prevention and management (education, management and governance) and their related indicators, and determine which description and score (0 to 5) most closely matches your current state. Enter the corresponding number for each indicator on the scorecard.

- 0** No resources or efforts are being made in this regard
- 1** Stakeholders (participants, activity leaders and parents/guardians) are referred or redirected to others to gather information for themselves
- 2** Relevant and up-to-date information is available through our website
- 3** Information is readily available and distributed regularly to stakeholders
- 4** Education and information sessions/workshops are made available to stakeholders in addition to being made readily available and distributed regularly
- 5** Education and information sessions/workshops are mandatory for all stakeholders in addition to being made readily available and distributed regularly

Education	Score (0 to 5)
All stakeholders (participants, activity leaders and parents/guardians) know and understand the definition of concussion	
All stakeholders (participants, activity leaders and parents/guardians) know and understand how a concussion is sustained	
All stakeholders (participants, activity leaders and parents/guardians) know and understand concussion signs and symptoms	
Education total score	

PUBLIC HEALTH

1-877-464-9675

TTY 1-866-512-6228

york.ca/concussion



Management	Score (0 to 5)
All stakeholders (participants, activity leaders and parents/guardians) know and understand the protocols to follow when a concussion is suspected	
The organization promotes and adheres to the 'when in doubt, sit them out' philosophy	
All stakeholders (participants, activity leaders and parents/guardians) know, understand and have access to the return to play protocols in the event that a concussion is diagnosed	
The organization has a standardized medical release form that must be signed by a physician before a concussed participant can return to play	
The organization has a process in place to support its participants in accessing appropriate medical care and support relating to the diagnosis and management of concussions	
Management total score	

Governance	Score (0 to 5)
The organization has adopted a concussion policy and/or protocol.	
The policy/protocol is reviewed on a regular basis with consideration for both changes in best practice evidence and lessons learned from implementing the policy/protocol in their context	
The organization has adopted and enforces a zero tolerance policy for direct hits to the head, violence and/or any activity that may result in a concussion	
The organization has adapted the rules and regulations to suit the needs of the stages of development and to minimize the risk of concussion	
The organization ensures activity leaders are trained to properly enforce rules of play, particularly those related to concussion prevention or those intended to minimize the risk of concussion	
All stakeholders (participants, activity leaders and parents/guardians) sign a code of conduct acknowledging their understanding of concussion prevention and management	
Activity leaders know and understand age-appropriate teaching techniques that minimize the risk for concussion (e.g., heading in soccer; collisions with boards, players or body checking in hockey; etc.)	
All participants are required to wear the appropriate and properly-fitted attire at all times when participating in an activity	

Governance total score

Grand Total (Education + Management + Governance)

The score (0 to 5) for each criterion is simply an index of progress. Scores are not comparable among different criteria and in many cases individual indicator scores are affected by progress in other areas. There is no "pass" or "fail". The intention is a snapshot of your progress in developing a concussion prevention and management program.

Once you have scored the criteria, you will have an overall score of how well your organization is doing, as well as in relation to the three facets of concussion prevention and management (education, management and governance).

Results

Category	Score	Results
Education	0-5	Minimal or no efforts are being made to educate your stakeholders about concussion
	6-10	Your organization recognizes the value in offering concussion education and is beginning to develop its education program
	10-15	Your organization recognizes the importance of concussion education and provides a number of opportunities for your stakeholders to learn about concussion
Management	0-7	Minimal or no efforts are being made to ensure that concussions are appropriately managed within your organization
	11-18	Your organization recognizes the value in properly managing concussions and provides some tools and protocols in support of its stakeholders
	19-25	Your organization recognizes the importance of managing concussions and provides a series of concussion management tools and protocols to its stakeholders
Governance	0-10	Minimal or no efforts are being made to ensure that concussions are appropriately managed within your organization
	11-20	Your organization recognizes the value in properly managing concussions and provides some tools and protocols in support of its stakeholders
	21-40	Your organization recognizes the importance of managing concussions and provides a series of concussion management tools and protocols to its stakeholders

Continuous Quality Improvement

Use your total score to strive toward improvement in all areas of concussion prevention and management (education, management & governance) in order to promote safer and healthier play.

Category	Score	Results
Total score	0-22	Minimal efforts are being made to educate, reduce the likelihood of injury and manage injuries that do occur. Tools for offering a comprehensive concussion prevention and management program can be found in the links below
	23-48	Some efforts are being made to educate, reduce the likelihood of injury and manage injuries that do occur. The links below can provide you with support in developing the most comprehensive concussion prevention and management program possible
	49-80	Congratulations! Your organization implements a concussion prevention program that recognizes the value in educating your stakeholders, preventing injuries from occurring and properly managing injuries that do occur Is there more you can do? Check out the links below to ensure you are offering the most comprehensive concussion prevention and management program possible

Resource links

Play Safe Initiative: Developing a Concussion Policy, Information for Recreation and Sport Leaders & Organizations

playsafeinitiative.ca/uploads/3/0/6/4/3064403/play_safe_concussion_policy_guide_1014.pdf

Parachute Canada: After Concussion Guidelines for Return to Play (International Concussion Consensus Graduated Return to Play Protocol)

<http://www.parachutecanada.org/downloads/resources/Concussion-ReturnToSport.pdf>

Government of Ontario: Rowan's Law Concussion Resources

ontario.ca/concussions

York Region Public Health york.ca/concussion

For more information about concussion management and prevention, please contact Access York at 1-877-464-9675 ext.79000, TTY: 1-866-512-6228, accessyork@york.ca, Monday to Friday, 8:30 a.m. to 4:30 p.m. Adapted from the *Active & Safe Self-Assessment Tool* by the Canadian Centre for Ethics and Sport (CCES) www.cces.ca/activeandsafe