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| **Steps**  | **Notes/Details**  |
| 1. **Adopt the Sport Specific “Detailed Concussion Protocol Documentation”**
 | * Develop your Sports detailed Concussion Protocol Document using the template provided by Parachute Canada OR your NSOs protocol
* This template is find and replace with your name and also insert your logo
* A hyperlink to this document should be put on your website so the full document can be accessed.
 |
| 1. **Create a Concussion Landing Page**
 | * It is requested that you create a “landing page” specific to concussions on your website:
* Sample opening paragraph, feel free to “sportify” for your organization:

**Concussion Awareness****Concussions can occur while participating in any sport or recreational activity. Since the circumstances under which a concussion can be sustained are so varied, it’s important for all coaches, parents, and athletes to be aware of the signs, symptoms, and what to do if a concussion occurs. Our organization is committed to increased education, awareness, and established protocols that will assist you in gaining the knowledge and skills required ensuring the safety of your athletes. We can all work together to ensure a safe sport environment.** |
| 1. **Post the following documents on your site.**
 | 1. **The Pre-season Concussion Education Sheet (includes Return to School and Return to Sport Strategy)**
	* This Parachute Document can be found at this Link - <http://www.parachutecanada.org/downloads/injurytopics/PreSeason-Education-Sheet_Parachute.pdf>
	* This resource tool can be used with your members programs, teams, leagues etc.
	* Ideally parents and athletes receive this information and sign and acknowledging receipt of this information.
	* Sport Manitoba requests that Provincial Team athletes, parent/guardian sign and return these documents to the PSO office.
 |
|  | 1. **Concussion Recognition Tool - *“Recognize & Remove”***
* Document Link- <http://www.parachutecanada.org/downloads/resources/CRT5.pdf>
* A simple one page document that can be shared with all coaches, managers, sport trainers/safety officers (where applicable).
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|  | 1. **Medical Assessment Tool**
* Parachute Document Link-

<http://www.parachutecanada.org/downloads/injurytopics/Medical-Assessment-Letter_Parachute.pdf> * This document can be used by an athlete’s Physician or Nurse Practitioner as the official “Medical Assessment Tool”
* Your members should know this document can be easily accessed by the Physician or Nurse Practitioner on-line, OR your members can bring the paper copy into the assessment and request that it be completed.
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|  | 1. **Medical Clearance Letter**
* Parachute Document Link-

<http://www.parachutecanada.org/downloads/injurytopics/Medical-Clearance-Letter_Parachute.pdf> Athletes who are diagnosed with a concussion should be managed according to the Canadian Guideline on Concussion in Sport including the Return-to-School and Return-to-Sport Strategies* No athlete that has been diagnosed and is being treated for a concussion should be “returned to play” without presenting the ***Medical Clearance Letter***.
* The message to your coaches, parents and athletes should be very clear as to the requirement of this document for clearance to play.
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|  | 1. Sport Specific **“Return to Play”** Protocol
* **Parachute Document Link**

 **-** <http://www.parachutecanada.org/downloads/resources/Concussion-ReturnToSport.pdf> * **Use the basic Return to Play guidelines as the minimum standard and hope for progress in the upcoming year. Ideally NSOs will make progress in this area.**
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| **Additional Resources**  | **The following are additional approved resources that you may want to add to your site:*** **Concussion 101** Video- **A Primer for Kids and Parents** (Youtube Video) <https://www.youtube.com/watch?v=zCCD52Pty4A>

**Coach and Leader Education – NCCP Making Headway in Sport** * If your NSO/PSO has mandated the ***Making Headway in Sport Program*** this can be used as an additional place to remind your coaches etc of this requirement.
* We suggest you create a Hyperlink that will take the coach, manager etc directly to the on-line course - <https://coach.ca/making-head-way-concussion-elearning-series-p153487>
* **What’s your Concussion IQ? (short quiz available via Coach.ca OPTIONAL if you want to create a hyperlink) Concussion IQ Link-** [**https://coach.ca/what-s-your-concussion-iq--p153386**](https://coach.ca/what-s-your-concussion-iq--p153386)
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| **Face-to-Face Workshop** | **Book a Concussion Workshop for your team or organization:*** Sport Manitoba and the Sport Medicine and Science Council of MB have partnered to offer concussion workshops throughout the province to educated athletes, coaches, parents, and all members of the sports community on concussion recognition. This aligns with the standardized sport-specific concussion protocols approved by Sport Manitoba and Manitoba’s Provincial Sport Organizations. The workshop will address many questions on what a concussion is, how to spot the signs and symptoms, what to do, how to prevent future concussions, and the proper steps to return to the field of play.

Click here to book your team/clubs workshop - <https://www.sportmed.mb.ca/concussion-workshop/>  |
| A**dditional Education/Awareness Tools** | Parachute Canada has created a variety of tools that can be used by your PSO and membership to increase education and awareness on concussions.We share this as it is additional information & promotional tools that are available via the Parachute website.**NOTE-** We are **NOT** asking you to place these on your website, but they may prove helpful in Team Handbooks, Program advertising etc..In some cases they may be considered duplication with some of the above documents**To assist you Sport Manitoba has customized these documents for your use:****A parent’s Guide to dealing with concussions -** [**http://www.parachutecanada.org/downloads/resources/Concussion-ParentTipSheet.pdf**](http://www.parachutecanada.org/downloads/resources/Concussion-ParentTipSheet.pdf)**Concussion Guidelines for Parents & Caregivers**[**http://www.parachutecanada.org/downloads/resources/Concussion-Parents-Caregivers.pdf**](http://www.parachutecanada.org/downloads/resources/Concussion-Parents-Caregivers.pdf)**Concussion Guidelines for Coaches and Trainers**[**http://www.parachutecanada.org/downloads/resources/Concussion-Coaches.pdf**](http://www.parachutecanada.org/downloads/resources/Concussion-Coaches.pdf)**Concussion: The Basics**[**http://www.parachutecanada.org/downloads/resources/Concussion\_Basics.pdf**](http://www.parachutecanada.org/downloads/resources/Concussion_Basics.pdf)**Brain Injuries Fact Sheet**[**http://www.parachutecanada.org/downloads/resources/PARA\_BrainInjuries.pdf**](http://www.parachutecanada.org/downloads/resources/PARA_BrainInjuries.pdf)**Poster: I’m Not Invincible – Boy**[**http://www.parachutecanada.org/downloads/resources/Nathan\_Poster\_ENG\_new-updatedURL.pdf**](http://www.parachutecanada.org/downloads/resources/Nathan_Poster_ENG_new-updatedURL.pdf)**Poster: I’m Not Invincible – Girl**[**http://www.parachutecanada.org/downloads/resources/Katherine\_Poster\_ENG\_new-updatedURL.pdf**](http://www.parachutecanada.org/downloads/resources/Katherine_Poster_ENG_new-updatedURL.pdf)**Poster: Preventable: Have a Word With Yourself V.1**[**http://www.parachutecanada.org/downloads/resources/PreventableConcussionPoster\_proathletes.pdf**](http://www.parachutecanada.org/downloads/resources/PreventableConcussionPoster_proathletes.pdf)**Poster: Preventable: Have a Word With Yourse** |
| **Other Sports Websites**  | * **Following links**  can be looked at for ideas:

<http://footballmanitoba.com/page.php?page_id=104604> <http://ringettemanitoba.ca/concussions/> <https://manitobalacrosse.com/concussion-protocol/> <https://www.mbspeedskating.com/concussion-landing-page.html> <http://www.baseballmanitoba.ca/administration/about-baseball-manitoba/concussion-awareness>  <https://mods.mb.ca/about/injuries/> |