

Summary of Changes in the Ontario Physical Education Safety Guidelines Concussion Protocol (OPESGCP) & Implementation Tools

September 2018

The following document contains a high-level summary* of the changes to the OPESGCP and Implementation Tools (2018/2019 Ontario Physical Education Safety Guidelines).

*Note: *This document is not an exhaustive summary of all changes and is not to replace reviewing the revised OPESGCP and Implementation Tools (Appendix C1 – C7).*

- [Appendix C-1 - Concussion Protocol: Prevention, Identification and Management Procedures](#)
- [Appendix C-2 - Sample Tool to Identify a Suspected Concussion](#)
- [Appendix C-3 - Sample Documentation of Medical Assessment](#)
- [Appendix C-4 - Sample Documentation for Concussion Management - Home Preparation for Return to School \(RTS\) and Return to Physical Activity \(RTPA\) Plan](#)
- [Appendix C-5 - Sample Documentation for School Concussion Management – Return to School \(RTS\) and Return to Physical Activity \(RTPA\) Plan](#)
- [Appendix C-6 - Sample Documentation for Medical Clearance](#)
- [Appendix C-7 - Sample Concussion Prevention Strategies](#)

Appendix C-1 - Concussion Protocol: Prevention, Identification and Management Procedures

- This protocol has been revised in partnership with Parachute
- In general much of the content in Appendix C-1 has been modified to align with the Canadian Guideline on Concussion in Sport and the Berlin Consensus Statement on Concussion in Sport¹
- The organization and format of Appendix C-1 has been modified

Context

- Added recent research that indicates prolonged rest until all symptoms resolve is no longer recommended
- Information about baseline testing has been added

Concussion Definition

- This has been modified and expanded includes a link to a visual illustration of how a concussion occurs

²McCroly et al. (2017). Consensus statement on concussion in sport - the 5th international conference on concussion in sport held in Berlin, October 2016. *British Journal of Sports Medicine*, 51 (11), 838-847.

* Minimum does not refer to minimal safety standards but to the minimum requirements for safety standards that must be followed in school-based activities. The standards contained in the Guidelines must not be lowered."

***The Identification component is equivalent to the recognition component in the Canadian Guideline on Concussion in Sport.

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Medical Assessment

- Medical Assessment replaces the term Medical Examination
- As in previous protocol, medical doctors and nurse practitioners are the only healthcare professionals in Canada qualified to provide a concussion diagnosis however a statement has been added for rural or northern regions where the Medical Assessment may be completed by a nurse with pre-arranged access to a medical doctor or nurse practitioner.

Components of the Concussion Protocol

- Identification Component has been expanded and re-organized includes four "procedures" (a - d)
 - a) Initial Response - revised
 - b) Initial Identification of a suspected concussion - revised
 - Red Flags signs, symptoms and procedure added
 - Other Concussion Signs and Symptoms reformatted to align [with Concussion Recognition Tool – 5th Edition](#) (CRT-5) from Canadian Guideline on Concussion in Sport
 - Quick Memory Function Check included
 - c) Steps required following the initial identification of a suspected concussion
 - Teacher Response modified slightly
 - Information provided to Parent/Guardian modified
 - Responsibilities of School Principal/Designate modified
 - d) Steps required when sign(s) and or symptom(s) are not identified but a possible concussion event is recognized
 - Student does not return to physical activity that day and is monitored for 24 hours for emergence of sign(s) and or symptom(s)
 - Teacher/Coach response expanded
 - Information to be provided to Parent/Guardian modified and expanded
 - Responsibilities of School Principal/Designate modified and expanded

Management Component: Procedures for a Diagnosed Concussion - Return to School (RTS) and Return to Physical Activity (RTPA) - new name

- General information modified to include description of the new RTS and modified RTPA plan
 - Includes two parts, the first part occurs at home and prepares student for the second part which occurs at school
 - Includes potential role of other licensed healthcare professional in the management of a diagnosed concussion
- Responsibilities of the School Principal/Designate - includes new and modified information
- Table3: Home Preparation for Return to School (RTS) and Return to Physical Activity (RTPA) - new table and new information

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- These stages occur under the supervision of the parent/guardian in consultation with the medical doctor or nurse practitioner or other licensed healthcare professional
- Initial Rest period modified and expanded in both RTS and RTPA
- RTS - Stages 1 and 2 are new
- RTPA - Stages 1 and 2a are new
- RTPA - Stage 2b is a modification of "Step 2" - Return to Physical Activity in former OPESGCP
- Student is ready to return to school - majority of information is new
 - Responsibilities of School Principal/Designate
 - Meeting with parents re: procedures and documentation of process - includes mainly new information
 - Explanation of Collaborative team approach - revised
 - Table 4: School Concussion Management Return to School (RTS) and Return to Physical Activity (RTPA) Stages - new table and information
 - Introduction to Table 4 - new information
 - RTS - Stages 3a, 3b, 4a, 4b are new
 - RTPA - Stages 3,4,5,6 - revised version of "Steps 3-6" of Return to Physical Activity in former OPESGCP
 - Collaborative Team Approach - revised and expanded information
 - Table 5: Sample Return to School Strategies and/or Approaches² - no changes
- Chart 1 - "Identifying a Suspected Concussion - Steps and Responsibilities", and Chart 2 - "Diagnosed Concussion - Stages and Responsibilities" - restructured with new information (as compared to "Chart 1: Steps and Responsibilities in Suspected and Diagnosed Concussions) in former version of OPESGCP

Appendix C-2 - Sample Tool to Identify a Suspected Concussion

- **Text Box** - The descriptive purpose of C-2 expanded somewhat
- Time of the Incident (a.m. or p.m.) has been added
- **Identification of Suspected Concussion** modified to align with "new" definition of concussion in C-1
- The **Identification process** is organized into two steps and aligns with the content of CRT-5.
 - Step A:
 - Red Flag Sign(s) and or Symptom(s) and procedure - call 911;
 - Step B: Other Sign(s) and Symptom(s)
 - Step B1: Other Sign(s)
 - Step B2: Other Symptom(s)
 - Step B3: Quick Memory Function Check - one question was revised
 - "What part of the day is it?"

²Adapted from Davis GA, Purcell LK. The evaluation and management of acute concussion differs in young children. Br J Sports Med. Published Online First 23 April 2013 doi:10.1136/bjsports-2012-092132

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- The Actions Required:
 - Step C:
 - when sign(s) observed and/or symptom(s) are reported, and/or if the student fails to answer any of the Quick Memory Function questions correctly;
 - Content is very similar but expanded to include information re: provision of Appendix C-3 - Sample Documentation of Medical Assessment.
 - Step D:
 - when there are no signs observed, nor symptoms reported, and the student answers correctly all questions in the Quick Memory Function Check but a possible concussion event was recognized by teacher/coach
 - Student does not return to physical activity that day but is monitored for 24 hours
 - new format and content expanded, but similar to #4 on former C-2
- **Communication to Parent/Guardian:** Summary of Suspected Concussion Check:
 - A checklist to indicate results of C-2 appraisal/check
 - The provision of Appendix C-3 - Documentation of Medical Assessment to parent/guardian

Appendix C-3 - Sample Documentation of Medical Assessment

- Name of appendix revised - formerly "Sample Documentation of Medical Examination"
- Format of the document has been revised slightly, and content now includes:
 - Information in the shaded text box modified to align with revisions in C-1 and references Appendix C-2 for more information.
 - Under "Results of Medical Assessment" a third option is listed in which the medical doctor/nurse practitioner can describe an alternate diagnosis and provide recommendations
 - The name and phone number of the medical doctor/nurse practitioner who provided the assessment are now required.
- Second page has been added:
 - A summarized chart of "Home Preparation for Return to School (RTS) and Return to Physical Activity (RTPA) Plan" is included for parent/guardian and medical doctor/nurse practitioner reference

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Appendix C-4 - Sample Documentation for Concussion Management - Home Preparation for Return to School (RTS) and Return to Physical Activity (RTPA) Plan*

- Formerly "Appendix C-4 Sample Documentation for a Diagnosed Concussion – Return to Learn/Return to Physical Activity Plan" contains all new content. It aligns with "Table3: Home Preparation for Return to School (RTS) and Return to Physical Activity (RTPA)" in Appendix C-1 and includes:
 - Background Information on the Concussion Recovery Process
 - General Procedures for Home Preparation for RTS and RTPA Plan
 - Instructions for the parent/guardian on the use of the tool
 - The chart of the home preparation of RTS and RTPA plan in which the:
 - Initial Rest period is modified and expanded in both RTS and RTPA
 - RTS - Stages 1 and 2 are new
 - RTPA - Stages 1 and 2a are new
 - RTPA - Stage 2b is a modification of "Step 2" - Return to Physical Activity in former OPESGCP
- Following a brief description of the stage, at each stage of the RTS and RTPA Plan, sample activities that are "permitted" and "not permitted" are listed.
- At the end of each stage check boxes are provided to indicate when the student may progress to the next stage
- A student that has exhibited or reported a return of symptoms, or new symptoms must return to the previous stage for a minimum of 24 hours
- A student that has exhibited or reported a worsening of symptoms must return to medical doctor or nurse practitioner.
- Parent/guardian signature is required to indicate that student has completed all stages prior to returning to school to begin the school part of the RTS and RTPA Plan (Appendix C-5)

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Appendix C-5 - Sample Documentation for School Concussion Management – Return to School (RTS) and Return to Physical Activity (RTPA) Plan

- Formerly "Appendix C-5 Sample Concussion Prevention Strategies" - contains all new content. It aligns with " Table 4: Return to School (RTS) and Return to Physical Activity (RTPA) Stages" in Appendix C-1 and includes:
 - Background information on the concussion recovery process that occurs at school
 - General Procedures for School Concussion Management – Return to School (RTS) and Return to Physical Activity Plan (RTPA)
 - Instructions regarding the use of the tool for both the school and the parent/guardian
 - The chart of the school concussion management of RTS and RTPA plan in which the:
 - RTS - Stages 3a, 3b, 4a, 4b are new
 - RTPA - Stages 3,4,5,6 - revised version of "Steps 3-6" of Return to Physical Activity in former OPESGCP
- Following a brief description of the stage, at each stage of the RTS and RTPA Plan, sample activities that are "permitted" and "not permitted" are listed.
- At the end of each stage check boxes are to be completed by both the school and home to indicate when the student may progress to the next stage
- During all stages of RTS and in Stages 1-4 of RTPA:
 - If symptoms return or new symptoms appear, the student returns to previous stage for a minimum of 24 hours and only participates in activities that can be tolerated
 - If student exhibits or reports a worsening of symptoms, must return to medical doctor or nurse practitioner
- During stages 5 and 6 of RTPA, if symptoms return or new symptoms appear the student must return to medical doctor or nurse practitioner to have the Medical Clearance re-assessed
- At the end of each stage:
 - The school (e.g., collaborative team lead/designate) must complete the check box, initial and date that the student has completed the school "activities"
 - The parent/guardian must complete the check box(es) regarding the student's symptoms and sign, date and comment if appropriate
- Prior to progressing to RTPA Stage 5, a signed Medical Clearance from a medical doctor/nurse practitioner must be obtained

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[Appendix C-6 - Sample Documentation for Medical Clearance](#)

- This is a new tool that must be obtained prior to the student progressing to RTPA stage 5 and must be returned to the school

[Appendix C-7 - Sample Concussion Prevention Strategies](#)

- Formerly Appendix C-5 - Sample Concussion Prevention Strategies - no revisions