

**CONCUSSION POLICY AND PROTOCOL\***  
**ONTARIO VOLLEYBALL ASSOCIATION (“OVA”)**

**\* This Policy does not constitute any medical advice and does not contain any medical diagnoses, symptom assessments or medical opinions.**

**Preamble**

1. Whereas the education and awareness of concussions is an important part of providing a safe sporting environment; and whereas the OVA is committed to taking all reasonable steps to provide a safe and secure sporting environment for participants in its programs, activities and events; and
2. Whereas this Policy is one of several tools that OVA will use to fulfill its commitment to provide a safe sporting environment and to protect its members from harm; and
3. Whereas nothing in this Policy shall be construed as abrogating the OVA’s right, responsibility, power and discretion to take any and all necessary steps to ensure a safe sporting environment for its members.

**Purpose**

4. The purpose of this Policy is to contribute to a safe sporting environment through education and by promoting awareness of concussion diagnosis and graduated return to play of players who have suffered a concussion.

**Definition**

5. Individual – All categories of membership as defined in Section 2.1 of the Ontario Volleyball Association constitution and by-laws including but not limited to, clubs, athletes, coaches, officials, volunteers, managers, administrators, directors and officers of the OVA, and parent/guardians of the athletes.
6. **Concussion Awareness Resource** – a concussion awareness resource prepared and reviewed annually by the Ministry or a Ministry recognized organization providing guidelines on concussion in sport. This resource provides information about concussions and the OVA will require signed acknowledgement by all Individuals the information has been reviewed.
7. A concussion:
  - a. Is a brain injury that causes changes in how the brain functions, leading to symptoms that can be physical (e.g., headache, dizziness), cognitive (e.g., difficulty concentrating or remembering), emotional/behavioural (e.g., depression, irritability) and/or related sleep (e.g., drowsiness, difficulty falling asleep);
  - b. May be caused either by a direct blow to the head, face or neck, or a blow to the body that transmits a force to the head that causes the brain to move rapidly within the skull;

- c. Can occur even if there has been no loss of consciousness (In fact most concussions occur without a loss of consciousness); and,
- d. Cannot normally be seen on X-rays, standard CT scans or MRIs.

*Definition cited from, Ministry of Tourism, Culture and Sport Concussion Guideline.*

### **Concussion Awareness and Education**

- 8. The OVA is committed to the long term health of our athletes. Current and credible concussion resources will be accessible to all athletes, coaches, parents and stakeholders. The resources will include information on concussion prevention, identification, management and treatment. A link to the [Ministry's Concussion Program webpage](#), is available on the OVA website.
- 9. Volleyball Canada added the Coaches Association of Canada's 90 minute free online module "Making Head Way" to its coach certification pathway. For any volleyball coach to receive "Certified" status at any National Coach Certification Program (NCCP) level "Making Head Way" is mandatory. The online module can be found here: <http://www.coach.ca/-p153487>.
- 10. The OVA requires all head coaches competing at Ontario Championships to achieve a National Coach Certification Program (NCCP) level, which includes the requirement to complete Coaches Association of Canada's 90 minute free online module "Making Head Way".
- 11. All Team Ontario coaching staff will have completed the Coaches Association of Canada's 90 minute free online module "Making Head Way". Concussion resources will be included in the Team Ontario Coach Handbook.
- 12. All Regional Team Head Coaches participating in the Ontario Summer and Winter Games will have completed the Coaches Association of Canada's 90 minute free online module "Making Head Way".
- 13. All Learning Facilitators that deliver the Grassroots Programming will have completed Coaches Association of Canada's 90 minute free online module "Making Head Way".
- 14. **As required by Rowan's Law**, to complete OVA registration, all Individuals must sign **Concussion Code of Conduct and Review of Concussion Awareness Acknowledgement Form**, (See **Appendix A for forms**), acknowledging they have reviewed the Ministry approved concussion awareness resources and agree to follow the code of conduct for concussions.

### Event and Program Protocol

15. For the safety of the competitors and spectators at OVA events, warnings for all to be aware of their surroundings and to keep their heads up will be posted. See sample poster (Appendix B), “Heads Up” posters, along with recommended warm-up protocols at venues.
16. The OVA follows the Volleyball Canada Concussion Policy and Protocol, see Appendix C, for the following events:
  - a. Indoor Ontario Championships
  - b. Indoor Grand Prix events
  - c. Beach Ontario Championships
  - d. OVA Beach Tour Grand Slam events
  - e. OVA hosted National Championships
  - f. Team Ontario Programs, including High Performance Camps
  - g. Regional Team Programming.

### Medical Assessment

17. The OVA asserts it is critical that any athlete, coach, official, parent, and stakeholder that has concussion signs and symptoms stop all activity immediately and be assessed by a medical doctor or nurse practitioner.

### Graduated Return to Play

18. The OVA recommends that a graduated return to learn and play protocol is followed for athletes diagnosed with a concussion. There should be no return to play until the athlete has been medically cleared and has successfully returned to school / learning, if applicable, without worsening of symptoms.
19. When returning to play once medically cleared, a stepwise supervised program should be followed with stages of progression. An example of return to play stages can be found in the Ministry of Tourism, Culture and Sport Concussion Guidelines [Ministry's Concussion Program webpage](#). See progression for return to play Appendix D.
20. The OVA will provide current and credible return to learn and return to play resources on its website.

### Review and Approval

21. This policy was approved by the Board of Directors of OVA, November 2019.
22. This policy is effective as at November 2019.

## Appendix A

### **Ontario Volleyball Association**

#### **Concussion Code of Conduct for Athletes and Parents/Guardians (for athletes under 18 year of age)**

##### **I will help prevent concussions by:**

- Wearing the proper equipment for my sport and wearing it correctly.
- Developing my skills and strength so that I can participate to the best of my ability.
- Respecting the rules of my sport or activity.
- Respecting the warm-up hitting protocol during all competition and training sessions.
- Committing to fair play and respect for all (respecting other athletes, coaches, team trainers and officials).

##### **I will care for my health and safety by taking concussions seriously, and I understand that:**

- A concussion is a brain injury that can have both short- and long-term effects.
- A blow to my head, face or neck, or a blow to the body that causes the brain to move around inside the skull may cause a concussion.
- I don't need to lose consciousness to have had a concussion.
- I have a commitment to concussion recognition and reporting, including self-reporting of possible concussion and reporting to a designated person when an individual suspects that another individual may have sustained a concussion (Meaning: If I think I might have a concussion I should stop participating in further training, practice or competition **immediately**, or tell an adult if I think another athlete has a concussion).
- Continuing to participate in further training, practice or competition with a possible concussion increases my risk of more severe, longer lasting symptoms, and increases my risk of other injuries.

##### **I will not hide concussion symptoms. I will speak up for myself and others.**

- I will not hide my symptoms. I will tell a coach, official, team trainer, parent or another adult I trust if I experience **any** symptoms of concussion.
- If someone else tells me about concussion symptoms, or I see signs they might have a concussion, I will tell a coach, official, team trainer, parent or another adult I trust so they can help.

- I understand that if I have a suspected concussion, I will be removed from sport and that I will not be able to return to training, practice or competition until I undergo a medical assessment by a medical doctor or nurse practitioner and have been medically cleared to return to training, practice or competition.
- I have a commitment to sharing any pertinent information regarding incidents of removal from sport with the athlete's school and any other sport organization with which the athlete has registered (Meaning: If I am diagnosed with a concussion, I understand that letting all of my other coaches and teachers know about my injury will help them support me while I recover).

**I will take the time I need to recover, because it is important for my health.**

- I understand my commitment to supporting the return-to-sport process and I will follow Ontario Volleyball Association's Return-to-Sport Protocol.
- I understand I will have to be medically cleared by a medical doctor or nurse practitioner before returning to training, practice or competition.
- I will respect my coaches, team trainers, parents, health-care professionals, and medical doctors and nurse practitioners, regarding my health and safety.

In addition to the commitment to the OVA Concussion Code of Conduct, Rowan's Law (Concussion Safety), 2018 states that prior to registration with any sport organization all individuals must review the applicable concussion awareness resources found at [Ontario.ca/concussions](http://Ontario.ca/concussions).

The below links can also be used to access these materials:

[Ages 10 and Under](#)

[Ages 11-14](#)

[Ages 15 and Up](#)

You must review one of the resources once a year, and then confirm that you have completed the review every time you register with a sport organization.

Once you have reviewed these materials please provide a signed copy of the below *Concussion Code of Conduct and Review of Concussion Awareness Resource Acknowledgement Form* to your Club.

**Note: this form must be completed prior to your/your child's registration with the OVA.**



## ***Concussion Code of Conduct and Review of Concussion Awareness Resource Acknowledgement Form***

Under Rowan's Law (Concussion Safety), 2018, every sport organization will ask you to confirm that you reviewed one of the Concussion Awareness Resources in this website ([Ontario.ca/concussions](http://Ontario.ca/concussions)) before you can register/participate in a sport.

You must review one of the resources once a year, and then confirm that you have completed the review every time you register with a sport organization.

Sport organizations must also establish a Concussion Code of Conduct and individuals must confirm that they have reviewed the sport organization's applicable Concussion Code of Conduct prior to registration/participation in a sport.

**By signing here, I confirm that I have reviewed the applicable Concussion Awareness Resource at [Ontario.ca/concussions](http://Ontario.ca/concussions) and that I have fully reviewed and commit to the Ontario Volleyball Association's applicable Concussion Code of Conduct.**

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Parent/Guardian Signature (for individuals under 18 yrs of age) \_\_\_\_\_

Date: \_\_\_\_\_

## Ontario Volleyball Association

### Concussion Code of Conduct for Coaches and Team Trainers

#### **I can help prevent concussions through my:**

- Efforts to ensure that my athletes wear the proper equipment and wear it correctly.
- Efforts to help my athletes develop their skills and strength so they can participate to the best of their abilities.
- Respect for the rules of my sport or activity and efforts to ensure that my athletes do too.
- Respect for adhering to the warm-up hitting protocol during all competition and training sessions.
- Commitment to fair play and respect for all (respecting other coaches, team trainers, officials and all participants and ensuring my athletes respect others and play fair).

#### **I will care for the health and safety of all participants by taking concussions seriously. I understand that:**

- A concussion is a brain injury that can have both short- and long-term effects.
- A blow to the head, face, or neck, or a blow to the body may cause the brain to move around inside the skull and result in a concussion.
- A person doesn't need to lose consciousness to have had a concussion.
- An athlete with a suspected concussion should stop participating in training, practice or competition **immediately**.
- I have a commitment to concussion recognition and reporting, including self-reporting of possible concussion and reporting to a designated person when an individual suspects that another individual may have sustained a concussion.
- Continuing to participate in further training, practice or competition with a suspected concussion increases a person's risk of more severe, longer lasting symptoms, and increases their risk of other injuries or even death.

#### **I will create an environment where participants feel safe and comfortable speaking up. I will:**

- Encourage athletes not to hide their symptoms, but to tell me, an official, parent or another adult they trust if they experience **any** symptoms of concussion after an impact.

- Lead by example. I will tell a fellow coach, official, team trainer and seek medical attention by a physician or nurse practitioner if I am experiencing any concussion symptoms.
- Understand and respect that any athlete with a suspected concussion must be removed from sport and not permitted to return until they undergo a medical assessment by a physician or nurse practitioner and have been medically cleared to return to training, practice or competition.
- *For coaches only:* Commit to providing opportunities before and after each training, practice and competition to enable athletes to discuss potential issues related to concussions.

**I will support all participants to take the time they need to recover.**

- I understand my commitment to supporting the return-to-sport process.
- I understand the athletes will have to be cleared by a physician or nurse practitioner before returning to sport.
- I will respect my fellow coaches, team trainers, parents, physicians and nurse practitioners and any decisions made with regards to the health and safety of my athletes.

In addition to the commitment to the OVA Concussion Code of Conduct, Rowan's Law (Concussion Safety), 2018 states that prior to registration with any sport organization all individuals must review the applicable concussion awareness resources found at [Ontario.ca/concussions](http://Ontario.ca/concussions).

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**Note: this form must be completed prior to your registration with the OVA**



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You must review one of the resources once a year, and then confirm that you have completed the review every time you register with a sport organization.

Sport organizations must also establish a Concussion Code of Conduct and individuals must confirm that they have reviewed the sport organization's applicable Concussion Code of Conduct prior to registration/participation in a sport.

**By signing here, I confirm that I have reviewed the applicable Concussion Awareness Resource at Ontario.ca/concussions and that I have fully reviewed and commit to the Ontario Volleyball Association's applicable Concussion Code of Conduct.**

**Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Parent/Guardian Signature (for individuals under 18 yrs of age)** \_\_\_\_\_

**Date:** \_\_\_\_\_

## Ontario Volleyball Association

### Concussion Code of Conduct for Referees

#### **I can help prevent concussions through my:**

- Efforts to ensure that athletes wear the proper equipment and wear it correctly.
- Respect for the rules of the sport or activity and efforts to ensure that all coaches and athletes adhere to those rules.
- Enforcement of the warm-up hitting protocol during all competition and training sessions.
- Commitment to fair play and respect for all (respecting athletes, coaches, team trainers, other referees and any other participants).

#### **I will care for the health and safety of all participants by taking concussions seriously. I understand that:**

- A concussion is a brain injury that can have both short- and long-term effects.
- A blow to the head, face, or neck, or a blow to the body may cause the brain to move around inside the skull and result in a concussion.
- A person doesn't need to lose consciousness to have had a concussion.
- Any participant with a suspected concussion should stop participating in training, practice or competition **immediately**.
- I have a commitment to concussion recognition and reporting, including self-reporting of possible concussion and reporting to a designated person when an individual suspects that another individual may have sustained a concussion.
- Continuing to participate in any competition or sporting activity with a suspected concussion increases a person's risk of more severe, longer lasting symptoms, and increases their risk of other injuries or even death.

#### **I will create an environment where participants feel safe and comfortable speaking up. I will:**

- Encourage participants not to hide their symptoms, but to tell me, a coach, parent or another adult they trust if they experience **any** symptoms of concussion after an impact.
- Lead by example. I will tell a fellow referee, coach, team trainer and seek medical attention by a physician or nurse practitioner if I am experiencing any concussion symptoms.

- Understand and respect that any athlete with a suspected concussion must be removed from sport and not permitted to return until they undergo a medical assessment by a physician or nurse practitioner and have been medically cleared to return to training, practice or competition.

**I will support all participants to take the time they need to recover.**

- I understand my commitment to supporting the return-to-sport process.
- I understand that participants will have to be cleared by a physician or nurse practitioner before returning to sport.
- I will respect my fellow referees, coaches, team trainers, parents, physicians and nurse practitioners and any decisions made with regards to the health and safety of participants.

In addition to the commitment to the OVA Concussion Code of Conduct, Rowan's Law (Concussion Safety), 2018 states that prior to registration with any sport organization all individuals must review the applicable concussion awareness resources found at [Ontario.ca/concussions](http://Ontario.ca/concussions).

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You must review one of the resources once a year, and then confirm that you have completed the review every time you register with a sport organization.

Sport organizations must also establish a Concussion Code of Conduct and individuals must confirm that they have reviewed the sport organization's applicable Concussion Code of Conduct prior to registration/participation in a sport.

**By signing here, I confirm that I have reviewed the applicable Concussion Awareness Resource at Ontario.ca/concussions and that I have fully reviewed and commit to the Ontario Volleyball Association's applicable Concussion Code of Conduct.**

**Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Parent/Guardian Signature (for individuals under 18 yrs of age)** \_\_\_\_\_

**Date:** \_\_\_\_\_

Appendix B

Sample “HEADS UP!” Poster

# HEADS UP!

## ENTER AT YOUR OWN RISK

During warmups and game play, volleyballs are moving at high velocity from multiple directions. Balls will leave the playing surface and can cause significant injury.

**If you choose to enter the gymnasium, please be aware of your surroundings at all times.**

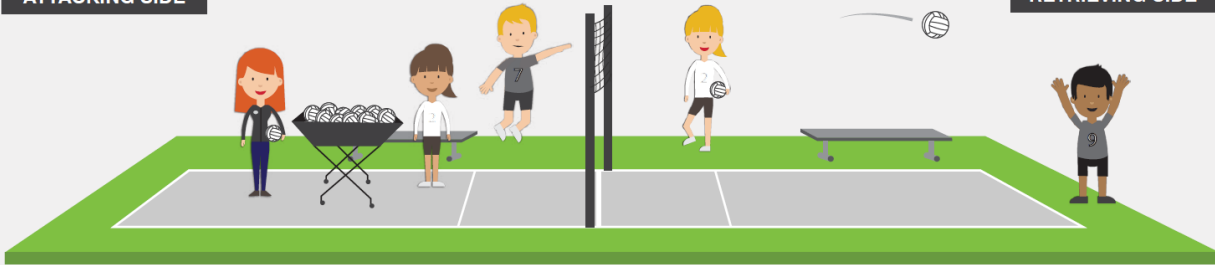
The OVA, venue and event host are not responsible for any damages incurred.



# HEADS UP!

## RECOMMENDED WARM UP

ATTACKING SIDE



RETRIEVING SIDE

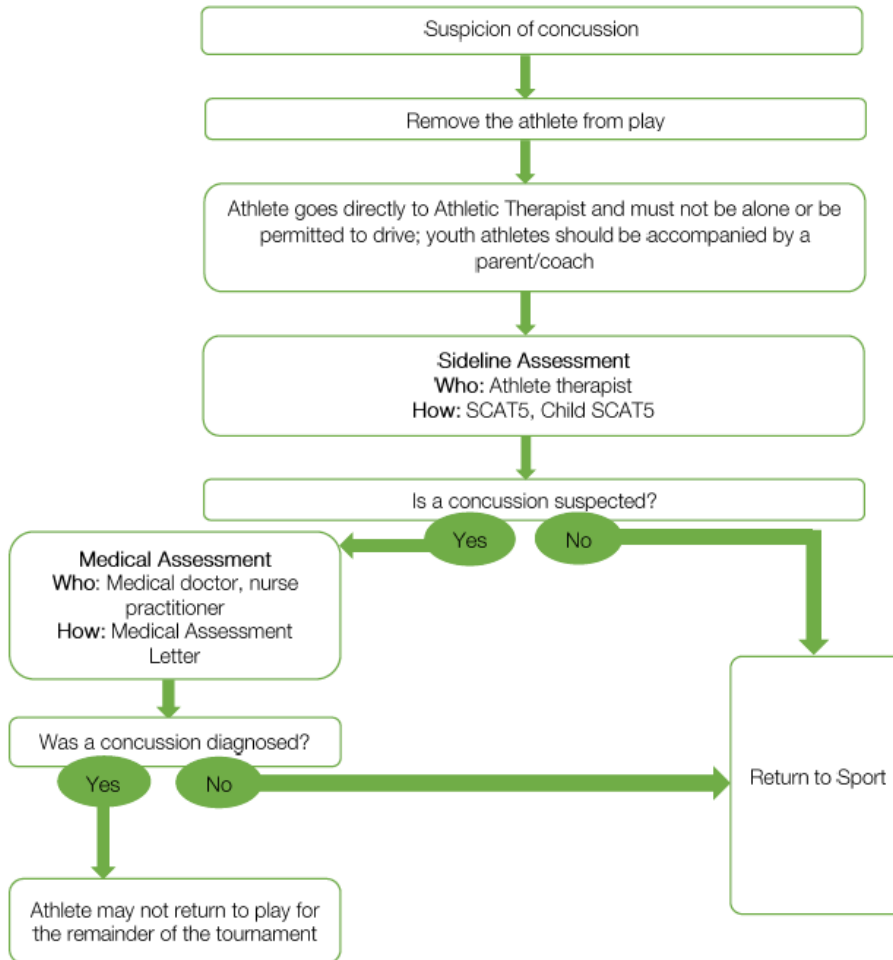
The hitting warm up is an important part of game preparation, however, it does come with some inherent risks for both athletes and spectators. To reduce these risks, the OVA strongly recommends that teams follow these warm up guidelines:

- 1 Athletes remain on one side of the net during a hitting warm-up and those not hitting retrieve the balls on the opposite side
- 2 Athletes should not be crossing under the net during hitting warm-ups into the direct path of the balls
- 3 Athletes should run around the outside of the court to retrieve balls
- 4 Designate one side of the court as the attacking side and ask spectators to avoid sitting in this area
- 5 Hitting should be directed away from courts with active games and from spectator seating if possible
- 6 Warming up with balls at the team bench, behind the court or in the spectator walkways is not permitted.

## Appendix C



# Volleyball Canada Concussion Management Pathway



### 1. Suspected Concussion

- Athlete presents themselves to an Athletic Therapist, they must be accompanied by an adult for the assessment.
- AT radios the Competition Department to request a staff member to review the policy with the athlete and adult (This may be completed by the AT with prior approval from the Competition Director).
- Competition Staff member presents the athlete with the Concussion Pathway Chart and explains the VC policy and confirms understanding, then departs.
- AT completes SCAT 5 assessment.

## 2. Athlete passes the assessment

- Athlete returns to team and continues to play
- AT completes the Return to Play form and gives it to Competition staff.

## 3. Athlete fails the assessment

- AT notifies the athlete of the result and informs them that they cannot play unless they successfully complete a full assessment by a medical professional; AT provides the Medical Assessment Letter.
  - If VC has a medical professional on site, the athlete must be assessed by this doctor.
  - If VC does not have a medical professional on site, the athlete may be assessed by a doctor of their choice.
- AT completes the Return to Play form and gives it to the Competition staff; this must be done immediately upon completion of the assessment.

## 4. Competition Staff

- Upon receipt of the Return to Play form, the staff member must enter the information into the Concussion Tracking document.
  - If the athlete is permitted to play, no additional work must be done.
  - If the athlete is not permitted to play, the staff member must remove the player from the roster on each printed scoresheet (strikethrough with VC initialled). No changes are to be made to ISET.
    - \*\*Athletes who are removed from play must be removed from the printed scoresheet (as indicated above) for all subsequent competition days where new scoresheets are printed. \*\***
- If the athlete provides an Assessment Letter which clears them of a concussion, the Concussion Tracking document must be updated and the Assessment Letter must be copied and stapled to the original Return to Play form. The player must immediately be added to the roster on any printed scoresheets from where they have been removed (reprint name with VC initials) or a reprint of the score sheet may be required.
  - If the athlete provides an Assessment Letter which does not clear them to play, no additional work must be done. A copy should be made and stapled to the Return to Play form.
- All Return to Play and Assessment Letters must be kept in a safe place and returned to VC upon completion of the event.

### Upon Completion of Nationals

The concussion tracking document must be emailed to [Nationals@volleyball.ca](mailto:Nationals@volleyball.ca). All return to play Assessment letters should be returned to VC



## Medical Assessment Letter

Date: \_\_\_\_\_ Athlete's Name: \_\_\_\_\_

To whom it may concern,

Athletes who sustain a suspected concussion should be managed according to the *Canadian Guideline on Concussion in Sport*. Accordingly, I have personally completed a Medical Assessment on this patient.

### Results of Medical Assessment

- This patient has not been diagnosed with a concussion and can resume full participation in school, work, and sport activities without restriction.
- This patient has not been diagnosed with a concussion, but the assessment led to the following diagnosis and recommendations:

\_\_\_\_\_  
\_\_\_\_\_

- This patient has been diagnosed with a concussion.

The goal of concussion management is to allow complete recovery of the patient's concussion by promoting a safe and gradual return to school and sport activities. The patient has been instructed to avoid all recreational and organized sports or activities that could potentially place them at risk of another concussion or head injury. Starting on \_\_\_\_\_ (date), I would ask that the patient be allowed to participate in school and low-risk physical activities as tolerated and only at a level that does not bring on or worsen their concussion symptoms. The above patient should not return to any full contact practices or games until the coach has been provided with a *Medical Clearance Letter* provided by a medical doctor or nurse practitioner in accordance with the *Canadian Guideline on Concussion in Sport*.

Other comments:

\_\_\_\_\_  
\_\_\_\_\_

Thank-you very much in advance for your understanding.

**Name** \_\_\_\_\_ **Designation:** M.D. / N.P.  
(circle appropriate)

Signature \_\_\_\_\_

*\*In rural or northern regions, the Medical Assessment Letter may be completed by a nurse with pre-arranged access to a medical doctor or nurse practitioner. Forms completed by other licensed healthcare professionals should not otherwise be accepted.*

We recommend that this document be provided to the athlete without charge.

### Return-to-School Strategy<sup>1</sup>

The following is an outline of the *Return-to-School Strategy* that should be used to help student-athletes, parents, and teachers to partner in allowing the athlete to make a gradual return to school activities.

Depending on the severity and type of the symptoms present, student-athletes will progress through the following stages at different rates. If the student-athlete experiences new symptoms or worsening symptoms at any stage, they should go back to the previous stage.

Stage	Aim	Activity	Goal of each step
1	Daily activities at home that do not give the student-athlete symptoms	Typical activities during the day as long as they do not increase symptoms (i.e. reading, texting, screen time). Start at 5-15 minutes at a time and gradually build up.	Gradual return to typical activities.
2	School activities	Homework, reading or other cognitive activities outside of the classroom.	Increase tolerance to cognitive work.
3	Return to school part-time	Gradual introduction of schoolwork. May need to start with a partial school day or with increased breaks during the day.	Increase academic activities.
4	Return to school full-time	Gradually progress.	Return to full academic activities and catch up on missed school work.

#### 4. Sport-Specific Return-to-Sport Strategy<sup>1</sup>

Stage	Aim	Activity	Goal of each step
1	Symptom-limiting activity	Daily activities that do not provoke symptoms.	Gradual re-introduction of work/school activities.
2	Light aerobic activity	Walking or stationary cycling at slow to medium pace. No resistance training.	Increase heart rate.
3	Sport-specific Exercise	Running or skating drills. No head impact activities.	Add movement.
4	Non-contact training drills	Harder training drills, e.g. passing drills. May start progressive resistance training.	Exercise, coordination and increased thinking.
5	Full contact Practice	Following medical clearance and complete return to school.	Restore confidence and assess functional skills by coaching staff.
6	Return to sport	Normal game play.	

The following is an outline of the *Return-to-Sport Strategy* that should be used to help athletes, coaches, trainers, and medical professionals to partner in allowing the athlete to make a gradual return to sport activities. Activities should be tailored to create a sport-specific strategy that helps the athlete return to their respective sport.

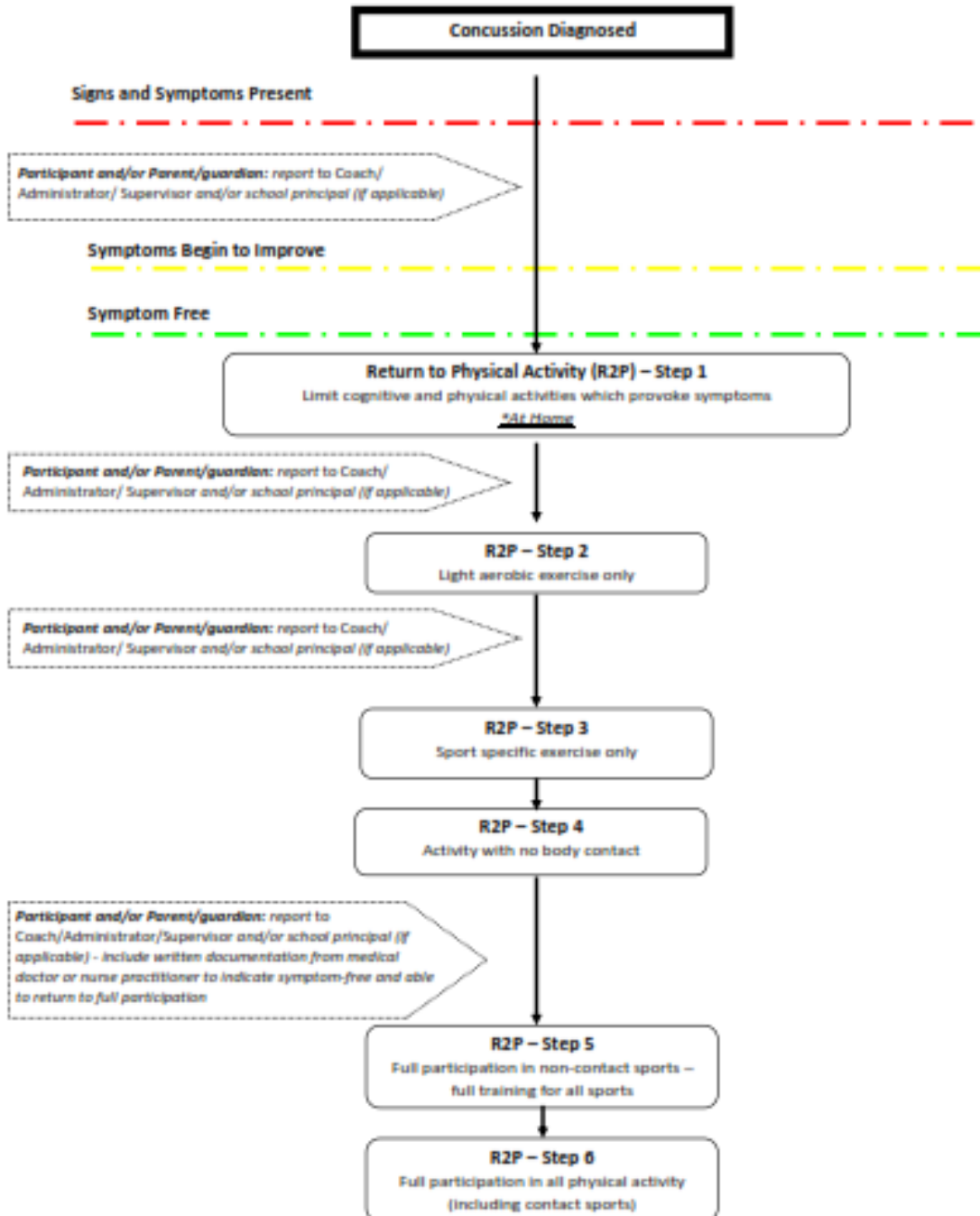
An initial period of 24-48 hours of rest is recommended before starting their *Sport-Specific Return-to-Sport Strategy*. If the athlete experiences new symptoms or worsening symptoms at any stage, they should go back to the previous stage. It is important that youth and adult student-athletes return to full-time school activities before progressing to stage 5 and 6 of the *Sport-Specific Return-to-Sport Strategy*. It is also important that all athletes provide their coach with a *Medical Clearance Letter* prior to returning to full contact sport activities.

<sup>1</sup>Source: McCrory et al. (2017). Consensus statement on concussion in sport – the 5<sup>th</sup> international conference on concussion in sport held in Berlin, October 2016. *British Journal of Sports Medicine*, 51(11), 838-847.  
<http://dx.doi.org/10.1136/bjsports-2017->

Appendix D

**Ministry of Tourism, Culture and Sport – Concussion Guidelines\***

**Appendix B: RETURN TO PHYSICAL ACTIVITY (R2P)**



\*These Informational Guidelines have been prepared for general informational purposes only. They are not intended to and do not constitute any medical advice and do not contain any medical diagnoses, symptom assessments or medical opinions.