



## Risk Management

As part of our annual renewal process, starting in 2013 our insurance carrier now inquires as to whether the AJA has a risk management program. Our answer is “yes”, based upon the list of items below.

Please take a few moments to look the list over and check off the items that are in place in your dojo.

If some items are unchecked, please indicate on the back of this check-off why they're not applicable or what you are doing to work towards compliance.

If you can think of any additional items, please let the AJA president or designated staff member know.

Black belts/instructors certified as having had basic First Aid, CPR & concussion awareness training

Black belts/instructors are aware of emergency procedures & appropriate First-Aid practices/procedures/policy of the community agency they are serving if providing instruction through a community agency.

Black belts/instructors have been provided materials and training to properly recognize and deal with concussions and/or to do so within the policy guidelines of the community agency they are serving if providing instruction through a community agency. [new 101514]

Students [and parents] have been provided with information about concussion awareness. [new 101514]

Instructors certified by the AJA

Use of a participant release/agreement identical or like ones made available by the AJA, our insurance carrier and/or as required by your community agency – required for all participants with no exceptions. Participants may not cross out sections of the Participant Agreement they disagree with.

Use of mats & other training equipment clean and in good repair

All exits clearly posted and operable from inside the dojo location

Adequate training supervision of students always

A posted and enforced set of safety rules which are periodically reviewed by instructors and students in class

Ready access to a phone for 911 calls

A readily available first-aid kit suitable to the training program

Procedure for the removal of potential human contaminants [blood] from mats & workout areas

Review procedure to evaluate past injuries and prevent future injuries

Procedures/contact person regarding potential safety/health hazards within the dojo

AJA Risk Management Survey completed on \_\_\_\_\_ by \_\_\_\_\_

Dojo name \_\_\_\_\_

[Keep this for your own records.]