## Event Medical Plan Template

Use this form as a guide to creating your Event Medical Plan. Please see the [Health, Safety, and Liability Guidelines](http://www.usaultimate.org/resources/organizer_resources/health_safety_and_liability_requirements.aspx) for details regarding event-specific requirements. Event Managers of USA Ultimate events are required to communicate the following medical/safety plan to team contacts prior to the event and have a copy available on site at the medical area.

**Staffing**

1. Every USA Ultimate event requires a Medical Contact (MC). The Medical Contact must be 25 or older, must know how to get to the nearest hospital and must be able to call 911 immediately if needed. List the name and phone number of your Medical Contact for your event:  
     
   Name: Marshall Hicks Phone: (336)-782-6729
2. Based on the size, field layout, and other event characteristics, what medical staffing level is required for your event (refer to Medical Staff Requirements chart)?   
   D = MC is on-site non-participant with basic first aid knowledge and CPR training
3. What medical services will be provided at the event?   
   1 Certified Athletic Trainer(ATC) will be available
4. Where will the designated medical area be located at the event?

There will be a

**Information for the Closest Medical Facility**

1. Name, address, and phone number of the nearest hospital or emergency medical facility:  
     
   Name: Carolina Medical Center(CMC) Phone: 704-863-6000   
     
   Address: 8800 N Tryon St, Charlotte, NC 28262
2. List the directions to the nearest hospital or emergency medical facility:

* Take a Right out of NRFC
* Turn Left onto E Mallard Creek Church Rd
* Thurn Left onto N Tryon St
* The CMC in on your left.

1. What is the emergency response time to the fields?   
   <10 minutes
2. What is the ambulance access to the fields?   
   An Ambulance can get within 75 feet

**Communication**

1. How can teams best access the medical personnel (phone number, radio, other)?   
   The medical staff will be within
2. Who will make the call to modify the event for weather or temperature related reasons?   
   Jeremy Nelson or Adam Bostian (Tournament TDs)
3. How will event staff communicate with teams regarding weather, emergencies or changes to the schedule?   
   The event staff will communicate with teams by email.

## Inclement Weather Plan Template

Use this form as a guide to creating your Inclement Weather Plan. Please see the [Health, Safety, and Liability Guidelines](http://www.usaultimate.org/resources/organizer_resources/health_safety_and_liability_requirements.aspx) for details regarding event-specific requirements. Event Managers of USA Ultimate events are required to communicate the following plan to team contacts prior to the event and have a copy available on site at the medical area.

**Staffing/Decision-Making**

1. It is critical that the facility owner/manager is involved in decision-making about field use and weather conditions. Please describe the field site’s inclement weather policy and decision-making process. If you have a backup field site, also outline their weather policy.

UNC Charlotte Recreational Services are the owner/managers of the fields. They will be on site through the weekend. During inclement weather, the fields will be closed until weather has returned to a safe condition.

1. Who will make the call to modify the event for field condition, weather, or temperature-related reasons (event organizer, facility staff, medical staff, other)?   
   Jeremy Nelson or Adam Bostian

**Information**

1. Is there a backup field site? If so, where is it? If not, what is the plan if the fields are not useable?

There is no backup field site. The event will be canceled and refunded if the fields are not usable.

1. Describe the back-up plan.

There is no current backup plan. The event will be canceled and refunded if the fields are not usable.

1. Is there an alternate date that can be used? If so, what is it? If not, what is the plan if the fields are not usable?   
   There currently is not back up date. If the fields are not usable, the event will be canceled and refunded.
2. In general, can schedule adjustments be made during the event? What kind of adjustments will be used (shorter rounds, earlier/later start/end times, adjusted format, etc.)?   
   Adjusted format, and earlier end times will be used if fields are unusable.

**Communication**

1. Prior to the event, how and when will teams be notified of the back-up plan?   
   Email
2. If the back-up plan is implemented prior to or during the event, how will event staff communicate with teams regarding weather, emergencies or changes to the event location and/or schedule?

Teams will be notified by use of email.

1. Do you have a phone contact for each team? No
2. In addition to direct communication with teams, list other ways you will use to broadcast information about event field/schedule changes to participants, event staff, and other general public?

The teams will be emailed and updates will be made on USAU’s tournament webpage.

✔ In addition to notifying teams, event staff, and the general public about changes it is critical that you also notify USA Ultimate staff of any changes to your event’s location or dates. For Championship Series events, it is also required that format or schedule changes be cleared by the appropriate USA Ultimate staff.