



## Event Medical Plan Template

Use this form as a guide to creating your Event Medical Plan. Please see the [Health, Safety, and Liability Guidelines](#) 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: Mary Meier Phone: 515-460-5820

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)?  
2 Certified Athletic Trainers

3. What medical services will be provided at the event?  
Basic first aid, tape and ice for the athletes. The Athletic Trainers will call the hospital for any major injuries

4. Where will the designated medical area be located at the event?

### Information for the Closest Medical Facility

5. Name, address, and phone number of the nearest hospital or emergency medical facility:

Name: Mary Greeley Medical Center Phone: 515-239-2011

Address: 1111 Duff Ave Ames, IA 50010

6. List the directions to the nearest hospital or emergency medical facility:  
Leavethe SE Complex and drive east on South 4<sup>th</sup> St, turn left on Duff Ave arrive at Mary Greeley on the left

7. What is the emergency response time to the fields?  
3-5 mins

8. What is the ambulance access to the fields?  
North entrance

### Communication

9. How can teams best access the medical personnel (phone number, radio, other)?  
Radio

10. Who will make the call to modify the event for weather or temperature related reasons?  
USA Ultimate Staff

11. How will event staff communicate with teams regarding weather, emergencies or changes to the schedule?  
USA Ultimate website, team contact info, headquarter tent



## Inclement Weather Plan Template

Use this form as a guide to creating your Inclement Weather Plan. Please see the [Health, Safety, and Liability Guidelines](#) 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.  
The ISU Conference Planning and Management contact will work with the ISU Recreation Services turf manager to determine if the competition site is in adequate conditions for the tournament prior to the event. Inclement weather will be determined by the USA Ultimate Event Manager using the USA Ultimate policies for weather and lightning.
2. Who will make the call to modify the event for field condition, weather, or temperature-related reasons (event organizer, facility staff, medical staff, other)?  
USA Ultimate and ISU Conference Planning and Management contact

### Information

3. Is there a backup field site? If so, where is it? If not, what is the plan if the fields are not useable?  
MWL Intramural Fields
4. Describe the back-up plan.  
The MWL Intramural fields are located on ISU's campus, there is open space to layout Ultimate fields
5. 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?  
It is unlikely that the event would be rescheduled.
6. 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.)?  
Shorter rounds, earlier/later start/end times

### Communication

7. Prior to the event, how and when will teams be notified of the back-up plan?  
USA Ultimate website
8. 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?  
Use the event Twitter hashtag, #hscentrals. Follow @USAUltimate and @USAUltimateLive Twitter feeds
9. Do you have a phone contact for each team? ☒ Yes ☐ No
10. 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?  
  
☒ 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.