

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: Phone:

- o There will be a Rec Sports Supervisor on site at each facility. They are CPR-Pro First Aid/AED certified. Should there be an emergency, they will activate the emergency action plan.

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)?

CPR-Pro First Aid/AED certified. There will be one supervisor assigned to each location. Each location holds 3-4 fields.

3. What medical services will be provided at the event?

All supervisors have received First Responder First Aid and CPR Training.

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

No designated medical area at any locations.

Information for the Closest Medical Facility

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

Name: **Texas Health Presbyterian Hospital Denton** Phone: **940-898-7000**

Address: **3000 North I-35, Denton, TX 76201**

6. List the directions to the nearest hospital or emergency medical facility:

From I-35E, go north on Bonnie Brae St. until you see the hospital on the right.

7. What is the emergency response time to the fields?

Supervisors call 911 as soon as accident/incident occurs. Response time varies.

8. What is the ambulance access to the fields?

Large gates allow ambulances onto the field at all locations.

Communication

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

Medical personnel will be identifiable by clothing and backpacks with medical supplies.

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

Hillary Wells – UNT Rec Sports Sport Club/Intramural Coordinator

11. How will event staff communicate with teams regarding weather, emergencies or changes to the schedule?

Event staff will locate the UNT Men's Ultimate club representative at each field and inform them of the decision. Event staff will also relay any issues to Hillary Wells or Tom Hennelly.



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.
In the event or threat of inclement weather, a decision will be made by Recreational Sports whether schedule activities will be permitted. Factors concerning this decision include safety, possible damage to the fields, and potential risks. Our office will attempt to contact the student leader, but it is the responsibility of the Student Leader to contact the Recreational Sports Office at 940.565.2275. It is also the responsibility of the Student Leader to contact the club members to inform them that practice has been cancelled. In addition, if it is safe for the Student Leader to do so, he or she must show up to the regular scheduled event time to ensure no club members are practicing.
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)?
Hillary Wells

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?
There will no backup field site because we are using all the field sites. If the fields are not useable, the event will be postponed or cancelled.
4. Describe the back-up plan.
Postpone the event while weather clears up. If the weather does not clear, cancel the event.
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?
Yes. Should the event be canceled, the Rec Sports office would work with the club to find another date to host the tournament.
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.)?
Yes, shorter games and an adjust format could be used at the event planner's discretion.

Communication

7. Prior to the event, how and when will teams be notified of the back-up plan?
The UNT Men's Ultimate club officers will alert teams on Saturday before the games start of the back-up plan.
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?
The Club leaders will be responsible for reaching out to the other clubs to inform them of the decisions.
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? Email



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.