

## 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: Maribeth Boeke Ganzell A.T.C, L.A.T. Phone: 909-241-2853

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)?  
We require a Medical Contact, non-participant, with CPR training. Our college requires an ATC to be at our home events. The ATC will be on-site for both days of competition.
3. What medical services will be provided at the event?  
Injury evaluation and treatment; emergency care; taping, bracing, and padding.
4. Where will the designated medical area be located at the event?  
The medical area will be located on the fields at the main tent.

### Information for the Closest Medical Facility

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

Name: MedStar St. Mary's Hospital Phone: (301) 475-6001

Address: 25500 Point Lookout Road, Leonardtown, MD 20650

6. List the directions to the nearest hospital or emergency medical facility:  
Head Northwest on College Drive towards MD-5 North. Turn right onto MD-5 North. After 15 miles the hospital will be on the right.
7. What is the emergency response time to the fields?  
20 minutes
8. What is the ambulance access to the fields?  
Ambulances have full access and may drive on the field.

### Communication

9. How can teams best access the medical personnel (phone number, radio, other)?  
The ATC will be on the fields at all times. They can also use their phones to contact the ATC. We will provide the ATC phone number in the tournament packet.
10. Who will make the call to modify the event for weather or temperature related reasons?  
The tournament director with the advice of SMUT's coach and ATC
11. How will event staff communicate with teams regarding weather, emergencies or changes to the schedule?  
The tournament director has immediate access to competing teams' emails and will request phone numbers. The tournament director will make their phone number available to teams



## 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 College requires the on-site Athletic Trainer to make the official call to suspend play because of weather or temperature. In general, if there is thunder we are required to stop play for at least 30 minutes. In the event of lightening, play is suspended and we are to move indoors. The College leaves field quality decisions to the discretion of the club team managers and Athletic Trainer. Our college does not allow us to host events off campus; therefore our only options are on-campus locations. We have access to multiple field sites on-campus that are subject to the same weather policies.
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)?  
 The tournament director will make the final decision, but will consult with the ATC/Medical Staff before deciding.

### 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?  
 We are allowed to access another field on St. Mary's College's campus, but if that field is not useable we have no other field. In this case, we would have to cancel the tournament. We have teams coming from hours away so this is the last resort.
4. Describe the back-up plan.
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?  
 There are no alternative dates scheduled. We would cancel the tournament in the event the fields are unsafe to use.
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.)?  
 We will modify the tournament schedule. We will move the start and end times earlier. Additionally, we would reduce play so that games are capped at 13 during bracket play and 11 during pool play

### Communication

7. Prior to the event, how and when will teams be notified of the back-up plan?  
 Teams will be notified via email on Monday, February 8<sup>th</sup>.
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?  
 We will notify teams via email or through any phone numbers available to the TD.
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?  
 We are not expecting a spectator crowd so no public broadcasting mediums are necessary. The TD



has emails for all of the attending teams and the Athletic Trainer's personal cell-number.

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.