



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: Sage Small Phone: (860) 558-6758

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)?

C: MC is on-site participant with basic first aid knowledge and CPR Training

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

D: MC (also our ACT) is on-site non-participant with basic first aid knowledge and CPR Training. Additionally, EMS will be present.

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: Mount Auburn Hospital Emergency Department Phone: (617) 492-3500

Address: 330 Mt. Auburn St.; Cambridge, MA 02138

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

<https://goo.gl/maps/dLibLzR7kHu>

Exit Harvard Athletic Complex via the back (southwest) side of Harvard Stadium.

Turn Left onto N Harvard Street.

Turn Left at first light on to Soldiers Field Road

Use Right 2 lanes to take exit toward MA-2/Fresh Pond Pkwy

Cross Eliot Bridge and immediately keep right toward Gerrys Landing Rd.

Sharp Right onto Mt. Auburn Street.

Mt. Auburn Hospital Emergency Department is on right.

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

EMS is on-site from 9am-4pm on both days.

8. What is the ambulance access to the fields?

Ambulance can arrive directly on to Cumnock Synthetic Fields via one of the two entrances alongside Jordan field. Entrance into the Harvard Athletic Complex is at ~109 N Harvard Street, Boston, MA

Communication

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

Sage Small (MC and ACT) will be onsite, stationed next to tournament central. She will be available by phone (listed above), but the field complex is small enough that she can be best reached by sending another player/spectator to Tournament Central.

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

Tournament Directors, Geoa Geer and Harvard Captains, Eliza Chang, Ali Monfre and Jackie Martinez



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

Email to Captains



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.
We do not have a backup field site. Field use is up to the Tournament Directors, Geoa Geer and Harvard Quasar Captains.
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)?
Event Organizers

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?
No
4. Describe the back-up plan.
Reschedule to following weekend
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?
April 23-24th
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.)?
In the situation of inclement weather (lightning), we will shorten rounds.

Communication

7. Prior to the event, how and when will teams be notified of the back-up plan?
Email communication.
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?
Event is small enough (6 teams) that Event coordinators can deliver a quick in-person notice to each team captain/coach. Also, email or texting communication if necessary.
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.