



## 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: Bruce Cramer Phone: 740-587-7053

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)?

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

Non-participant medical trainer

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

Northern side of the tournament closest to the parking lot and the mansion.

### Information for the Closest Medical Facility

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

Name: Licking Memorial Hospital Phone: (740) 348-4000

Address: 1320 W Main St, Newark, OH 43055

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

Bryn Du Mansion  
537 Jones Rd, Granville, OH 43023

Head south on Jones Rd NE toward Longford Dr  
0.3 mi

Turn left onto Newark Granville Rd  
0.5 mi

Turn right onto Cherry Valley Rd NE  
1.7 mi

Turn left onto W Main St

Destination will be on the left  
0.9 mi  
Licking Memorial Hospital  
1320 West Main Street, Newark, OH 43055

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

10 minutes

8. What is the ambulance access to the fields?

There is a large parking lot at the front of the fields which ambulances can access



**Communication**

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

The trainer desk will be very close to the fields and the best way to contact medical personnel.

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

The TD along with the owner of the fields.

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

The TD will have a megaphone and airhorn to get teams attention about potential changes or issues.

## 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 inclement weather policy is relaxed. Bar their being thunder and lighting or extreme flooding the games will proceed according to plan.
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 TD and the facility staff will make the decision.

### 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?  
If the fields are not usable for an extended period of time the tournament will have to be postponed.
4. Describe the back-up plan.  
If absolutely necessary the Denison University Intramural fields could be used as potential backup for the tournament.
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 is no backup date planned and if the fields are not usable the event may be moved to fields at Denison UNiversity, or if the weather is too bad the tournament will have to be canceled.
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.)?  
If there is the potential for a severe storm to strike early in the morning or later in the day the games will be moved forward or backward accordingly.

### Communication

7. Prior to the event, how and when will teams be notified of the back-up plan?  
An email notification will be sent out
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?  
An airhorn along with a megaphone will be used to make sure all teams receive the necessary information.
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.