## Event Medical Plan Template

Use this form as a guide to creating your Event Medical Plan. Please see the [Health, Safety, and Liability Guidelines](http://www.usaultimate.org/resources/organizer_resources/health_safety_and_liability_requirements.aspx) 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: Natalie Kramer Phone:
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)?   
   D
3. What medical services will be provided at the event?   
   ATC
4. Where will the designated medical area be located at the event?

**Information for the Closest Medical Facility**

1. Name, address, and phone number of the nearest hospital or emergency medical facility:  
     
   Name: University of Chicago Medical Center Phone: 773 702 6172   
     
   Address: 5841 S Maryland Ave
2. List the directions to the nearest hospital or emergency medical facility:

Drive south on Cottage Grove Ave, turn east onto E 59th Street

1. What is the emergency response time to the fields?   
   3 minutes
2. What is the ambulance access to the fields?   
   The ambulance can drive directly onto the grass from the parking areas on to the fields

**Communication**

1. How can teams best access the medical personnel (phone number, radio, other)?   
   Phone Numbers to call in case of emergency:  
   Sahaj Kumar 813 368 6932  
   Kevin Bruns 630 4086 5346
2. Who will make the call to modify the event for weather or temperature related reasons?   
   Sahaj Kumar
3. How will event staff communicate with teams regarding weather, emergencies or changes to the schedule?   
   verbally on site, via twitter feed, and loudspeaker

## Inclement Weather Plan Template

Use this form as a guide to creating your Inclement Weather Plan. Please see the [Health, Safety, and Liability Guidelines](http://www.usaultimate.org/resources/organizer_resources/health_safety_and_liability_requirements.aspx) 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.   
   There is no formal weather policy as per the Chicago Park District. However, we will be following USAU's guidelines for lightning. Additionally, we will be monitoring for wind-chill temperatures and precipitation that may hinder play.
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)?   
   Sahaj Kumar

**Information**

1. Is there a backup field site? If so, where is it? If not, what is the plan if the fields are not useable?   
   None
2. Describe the back-up plan.   
   We will refund teams in the event there are no games played.
3. 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?   
   No
4. 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 look to adjust the format and perhaps shorten rounds if necessary in order to conserve the number of games played for each team.

**Communication**

1. Prior to the event, how and when will teams be notified of the back-up plan?   
   Email
2. 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?

Email, verbal communication, twitter feed

1. Do you have a phone contact for each team?  Yes  No
2. 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.