## 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: Jennifer Brown Phone: 205-361-3864
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)?   
   A-MC is on-site participan
3. What medical services will be provided at the event?   
   Athletic Trainners
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: DCH Regional Medical Center Phone: (205) 759-7860   
     
   Address: 809 University Blvd E, Tuscaloosa, AL 35401
2. List the directions to the nearest hospital or emergency medical facility:

The hospital is located off University Blvd. Can be seen from the fields.

1. What is the emergency response time to the fields?   
    2 minutes
2. What is the ambulance access to the fields?   
   South entrance to fields

**Communication**

1. How can teams best access the medical personnel (phone number, radio, other)?   
   Athletic Trainners will be availible at the field house
2. Who will make the call to modify the event for weather or temperature related reasons?   
   The University Recreation Center
3. How will event staff communicate with teams regarding weather, emergencies or changes to the schedule?   
   Through email to the TD, who will then alert the teams by air horn.

## 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.   
   "in the event of inclement weather the athletic trainer on site with input from the Coordinator and Assistant Director will make the decision to play, postpone, or cancel" participants can seek shelter in the University Recreation Center.
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)?   
   Medical Staff

**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?   
   No back up site available. We will wait for weather conditions to improve and continue play if possible.
2. Describe the back-up plan.   
   Reschedule to a later date if weather conditions do no improve.
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?   
   April 9th-10th
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.)?   
   yes, shorter rounds will be played if weather affects play time signifigantly.

**Communication**

1. Prior to the event, how and when will teams be notified of the back-up plan?   
   Through email, 24-hours in advance if fesable.
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?

By email and team twitter account. If during event we will call a meeting at field house.

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.