## 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: Kyle Swanson Phone: 717-798-1018
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)?   
   Medical Contact on-site, non-participant, basic first aid knowledge and CPR training
3. What medical services will be provided at the event?   
   Ice for injuries, wound care, and emergency care
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: Lynchburg General Hospital Phone: (434) 200-3000   
     
   Address: 1901 Tate Springs Rd., Lynchburg, VA 24501
2. List the directions to the nearest hospital or emergency medical facility:

1) Liberty University Dr toward Wards Rd/29 Bus N

2) US-29 BUS N to Carroll Ave. Take the exit toward Lynchburg City/Stadium from US-29 BUS N

3) Turn Left onto Carroll Ave to Left onto Campbell Ave

4) Continue on Campbell Ave onto Langhorne Rd to R Atherholt Rd

5) Continue on Atherholt Rd. Drive to Tate Springs Rd

1. What is the emergency response time to the fields?   
   7 minutes
2. What is the ambulance access to the fields?   
   Clear and unobstructed to fields

**Communication**

1. How can teams best access the medical personnel (phone number, radio, other)?   
   By phone/text
2. Who will make the call to modify the event for weather or temperature related reasons?   
   Tournament Director: Brendan Phillips
3. How will event staff communicate with teams regarding weather, emergencies or changes to the schedule?   
   Text and Email

## 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.   
   Fields are turf/all weather fields. Facility owner allows play in non-severe rain/inclement weather. In case of lightning or severe weather alert, facility owner requires occupants vacate the field until 30 minutes after last sighting of lightning or "all-clear" siren.
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)?   
   Tournament Director

**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. fields are all-weathr fields
2. Describe the back-up plan.   
   N/A
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?   
   N/A
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.)?   
   All fields have lights allowing later starting/ending times if necessary. We can also alter format or use shorter rounds if required.

**Communication**

1. Prior to the event, how and when will teams be notified of the back-up plan?   
   All weather fields, will not need to adjust prior to event
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?

N/A

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.