

## 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: Ricky Talman Phone: 804-337-9803

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)?  
Physical Therapist/Trainer
3. What medical services will be provided at the event?  
Physical Therapist/Trainer and First Aid
4. Where will the designated medical area be located at the event?  
Centrally located, between fields

### Information for the Closest Medical Facility

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

Name: Emory University Hospital Phone: 404-712-7100

Address: 1364 Clifton Rd, Atlanta, GA 30320

6. List the directions to the nearest hospital or emergency medical facility:  
From the fields, drive up Peavine Creek Rd NE, turn left when it dead ends on Eagle Row, then turn right on Clifton Rd at the light. Go two blocks and Emory Hospital will be on the right.
7. What is the emergency response time to the fields?  
5-10 min
8. What is the ambulance access to the fields?  
Available

### Communication

9. How can teams best access the medical personnel (phone number, radio, other)?  
Phone number
10. Who will make the call to modify the event for weather or temperature related reasons?  
Ricky Talman (Emory club sports director)
11. How will event staff communicate with teams regarding weather, emergencies or changes to the schedule?  
By phone or 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](#) 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 decision will be made by club sports director, Ricky Talman. If fields are unusable due to weather, we may potentially switch the field site to Kennesaw State University.

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)?  
Ricky Talman (Emory club sports director)

### 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 our fields are unusable, our backup field site are the turf fields at Kennesaw State University.
4. Describe the back-up plan.  
We will switch field locations to the backup fields at KSU, or refund tournament fees to teams if that is not possible.
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?  
No alternate date. If the fields are unusable we may switch to backup field location at KSU, or refund the teams if that is not possible.
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.)?  
Yes, adjusted format will be implemented if needed.

### Communication

7. Prior to the event, how and when will teams be notified of the back-up plan?  
We will notify teams by phone or email as soon as the decision has been made.
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 staff will contact the teams by phone or email
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?  
Twitter, Facebook event page

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.