PLANNING FOR MEDICAL EMERGENCIES

Competitive bicycling can be a very exciting and fast-paced sport full of action, thrills and even spills. In planning an event, event directors and their staffs must consider not only how they will handle minor injuries such as cuts and bruises, but also major catastrophic injuries that will require full attention from trained medical personnel.

In the planning process for any event, time must be spent considering medical emergencies. Will there be trained Emergency Medical Technicians, doctors and an ambulance on site? Or, will the event rely on First Aid administered by volunteers or staff? How far is the hospital? Is there air ambulance service available? Can emergency vehicles reach all points on the course? These are only a few questions that should be carefully considered in the development of a full medical plan that can be on site and referred to in an emergency.

At an event, designate one staff member as the medical coordinator. This person will be responsible for the implementation of the medical plan and oversee any emergency evacuations. Medical plans should cover all participants, spectators and staff and cover all days of the event, including any officially designated practice days. Any occurrences at an event, no matter how seemingly minor, should be noted on a USA Cycling First Report of Occurrence and submitted to USA Cycling with your post event materials.

USA Cycling encourages event directors and organizers to use this form for designing a medical and event emergency plan. Organizers are welcome to add additional information if necessary. Please keep a copy of this list on hand at your event for reference in an emergency.
EVENT MEDICAL PLAN

EVENT __________________________________________________ DATE ______________

1. Will there be an EMT or ambulance on site? _____ Yes     _____ No
   If not on site, how will emergency medical staff be notified?
   _____ Pay Phone     _____ Cell Phone     _____ Radio     _____ Other: ____________________

2. Are there event staff or certified volunteers with Red Cross First Aid training?  _____ Yes   _____ No
   If yes, what training?     _____ Basic     _____ Advanced - Identify staff: ____________________

3. Is there a First Aid kit on site?     _____ Yes     _____ No

4. Will police or security services be on site?     _____ Yes     _____ No

5. Will emergency medical staff at event site be clearly identified?     _____ Yes     _____ No

6. First aid and emergency medical stations identified?     _____ Yes     _____ No

7. Does course design allow easy access for emergency vehicles?     _____ Yes     _____ No

8. Describe emergency medical transportation? __________________________________

9. City/Location of nearest hospital: _____________________________________________

10. Distance from event:     _____ Miles     _____ Minutes

11. Has hospital been notified of the event?     _____ Yes     _____ No

12. Is emergency air transportation available?     _____ Yes     _____ No

   Response time:     _____ Minutes

13. How will air transport be notified?     _____ Phone     _____ Radio     _____ EMT

14. What is the plan for suspending or postponing the event if a serious injury occurs?

_____________________________________________________________________________

15. Who will compile and submit USA Cycling First Reports of Occurrence for all injuries at the event to the Chief Referee?

   _____ Event Director          _____ EMT/Medical Staff          _____ Other (specify): ____________________

NOTES:

HOSPITAL PHONE NUMBER: ________________________________

AMBULANCE PHONE NUMBER: _______________________________

POLICE/SHERIFF PHONE NUMBER: ___________________________

FEDERAL INSURANCE COMPANY: PHONE 1-800-252-4670, FAX 1-800-300-2538

ADDITIONAL INFORMATION:

_____________________________________________________________________________

_____________________________________________________________________________

M:/2015 Membership Forms/2015 Event Medical Plan and Checklist

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