

Learning Objectives:

1. Define the role of a chiropractor as medical director
2. Identify key personnel and resources needed at events
3. Develop an effective event Safety and Medical needs plan

Outline

Section 1

Event Preparations

1. Medical director roles and responsibilities
2. Event planning and timeline
3. Key personnel and resources
4. Risk management considerations
5. EAP and safety plan

Outline

Section 2

Event Operations

1. Team coordination and communication
2. On-site logistics and preparedness
3. Case scenarios and execution

What does it mean to be the Medical Director?

- The medical director is responsible for ALL medical and safety issues at the event
- The medical director is responsible for developing a safety plan and an EAP
- The medical director is responsible for procuring a medical staff to meet the needs of the event.

What are the roles of Medical Director?

1. Medical Oversight
2. Safety Compliance
3. Emergency Planning
4. Licensure Verification

Role of Medical Director?

1. Medical Oversight
 - A. Directing clinical strategy
 - B. Supervising volunteer medical team
 - C. Ensuring standardization of care
 - D. Ensuring adherence to medical protocol

Role of Medical Director?

2. Safety Compliance

- A. Ensuring adherence to safety protocol
- B. Ensuring adherence to EAP

Role of Medical Director?

3. Emergency Planning

- A. Coordinating EMS services
- B. Coordinating communication with local hospitals
- C. Developing triage protocol
- D. Developing evacuation protocol

Role of Medical Director?

4. Licensure Verification

Confirming all staff members hold a valid and unencumbered license in their respective states and adhere to Florida Travel to Treat laws



Event Planning Fundamentals

Know your event

Research the Who, What, Where, and When of the event

Event Planning Fundamentals

Know your event

- The Who?
- Pediatrics
 - Youth
 - Juniors
 - Seniors
 - Masters

Event Planning Fundamentals

Know your event

The What?

- Water
- Road
- Trails
- Multi surface

Event Planning Fundamentals

Know your event

The Where?

- Closed course venue
- Public area with vehicle or pedestrian traffic
- Stadium
- Completely visible or hidden areas

Event Planning Fundamentals

Know your event

The When?

- Time of year
- Time of day
- Length of event

Event Timeline Essentials

Best to start 1 year ahead

1. Set your dates
2. How many participants
3. What ages
4. How many spectators
5. What kind of weather
6. How many medical team members

Can you treat while being a Medical Director?

Of Course!

Especially if your a solo provider at the event.

Just make sure all pertinent officials know where and how to find you



Key Resources and Personnel

Now you know some of the particulars what do you need to do next???

Key Resources and Personnel

1. Learn the course
2. Walk the course
3. Water stops
4. Finish Line
5. Visit the area on the same day and time of day the race will be to see what traffic is like
6. Know the start type
i.e. mass start / pace specific waves/ gender specific waves

Key Resources and Personnel

1. How many personnel do you need
 - A. EMS
 - B. MD/DC
 - C. RN
 - D. ATC
2. How many Medical Tents
3. What are the most common injuries
4. Event Specific extra (boats/lifeguards/ crossing guards/ spotters, etc

Additional Key Personnel

The Race Director should employ the police or JrROTC from a local high school to conduct traffic safety through intersections, water stops and turn arounds.

Medical Team



Key Resources and Personnel

- Make a site map with the full course and any expo areas on it.
- Be as specific as possible so those not familiar with the area can navigate easily.
- Include First Aid areas, as well as bathrooms

Risk Management Considerations

1. Injuries
2. NGB and venue specific requirements
3. Risk mitigation

Risk Management Considerations

Injuries

1. Cardiac
2. Sprains
3. Lacerations from tripping
4. Fractures
5. Vehicle/ pedestrian collision
6. Intestinal disorders
7. Dehydration
8. Eye irritation from sunscreen
9. Sunburn
10. Heat or cold related illnesses

Risk Management Considerations

NGB and venue specific requirements
Each National Governing Body has specific requirements for their events.

1. Rescue unit / ALS on site
2. Medical Doctor on site
3. Wet Bulb Guidelines
4. Number of water stops for particular distances

Risk Management Considerations

Risk Mitigation

1. Inspect the course
2. Inspect your equipment
3. Brief your staff
4. Meet with Race Officials
5. Create an EAP and Safety Plan
6. Consent for treatment

Consent

Has the Race Director added you and your team to the registration waiver with a specific consent for treatment?

Is there a medical guardianship consent form for minors?

Do you need to have consent for treatment forms at you Pre and Post Race medial areas?

Addressing the race officials at USA Swimming Open Water Nationals



What is a Safety Plan?

A step by step guide to help race directors/ officials and medical providers manage crises, disruptions, incidents, and injuries of participants and spectators, as well as, communication directives.

Comparing a Safety Plan to an EAP?

A safety plan focuses more on the event

1. Daily Operations of the event
2. Course Management
3. Prevention Oriented
4. Risk mitigation

An EAP focuses more on crises

1. Crisis Response Oriented
2. Survival Minded
3. Evacuation
4. Threat Response
 - A. Bomb
 - B. Weather
 - C. Active shooter
 - D. Weather

Table of Contents of a Safety Plan

- A. Definition of the Medical Team
- B. Medical Operations Center
- C. Medical Station Locations
- D. Communication Protocol
- E. Hierarchy of the Medical Team
- F. Travel to Treat laws

Table of Contents of a Safety Plan continued

- G. Supplies
- H. Emergency Situation Protocol
 1. Weather
 2. Imminent Threat
 3. Evacuation
- I. Community Outreach

Appendix A: Communication and Personnel Checklist
Appendix B: Medical Supply List
Appendix C: Mobile Unit(s) Location

Safety Plan:

- Definition of the Medical Team
- 1. Chief Medical Officer
 - 2. Deputy Chief Medical Officer
 - 3. Chef de Mission
 - 4. EMS personnel
 - 5. Event Physicians
 - 6. ATC
 - 7. Nurses/ PA etc

Safety Plan

MEDICAL OPS

- Describe where the Medical Ops Center is and what its responsibility and objective is.
- Core Team
- Credentialing
- Identification Badges
- Medical Requirements for participating teams/ Medical Guardianship of minors

Safety Plan

Medical Information

- List closest Hospitals
- List Urgent Care Facilities
- List closest Pharmacies
- Give concise description of facility and important directives.

Medical & Emergency Information

ATLANTIC TRAINING
• On-site emergency medical services will be available during all practices and race times and 24-hours before and after racing. A medical tent will be located at the track and emergency check areas the finish line area. Each will be staffed by NREH. [Link to Medical and Emergency Information](#)
• All emergency medical services will be provided by NREH personnel.
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• Emergency of race NREH will hold a medical tent. [Link to Medical and Emergency Information](#)
• Emergency of race NREH will hold a medical tent. [Link to Medical and Emergency Information](#)
• Emergency of race NREH will hold a medical tent. [Link to Medical and Emergency Information](#)

EMERGENCY SERVICES AND URGENT CARE INFORMATION

Nearest emergency services

Nearest urgent care facilities

Lakewood Beach Medical Center
6300 Lakewood Beach Blvd.
Lakewood Beach, FL 33422

Doctors Hospital
6700 S.W. 11th St.
Boca Raton, FL 33433

Doctors Hospital
6700 S.W. 11th St.
Boca Raton, FL 33433

Doctors Hospital
6700 S.W. 11th St.
Boca Raton, FL 33433

Urgent Care Center at University Parkway
6300 University Parkway
Sevenside, FL 33422

Urgent Care Center at University Parkway
6300 University Parkway
Sevenside, FL 33422

Urgent Care Center at University Parkway
6300 University Parkway
Sevenside, FL 33422

Big Ten Institutional 2024

Safety Plan Medical Stations / Tents

1. Number of personnel at each location
2. Description of personnel (EMT/MD/DC/RN??)
3. AED
4. Medical Supplies
5. Backboard
6. Ring Buoy
7. Trauma Bag
8. Treatment table
9. Chairs
10. Coolers
11. Fan

What's will your medical tent/ space look like?



Team Coordination Protocol

Who is in charge of the medical tent
Who is in charge of the radio
Who is in charge of documentation
Who will be the first contact

Team Communcion Protocol

Give specific detail on how you will communicate during the event:

- 1. Radio
- 2. Phone
- 3. Text
- 4. What's App
- 5. Other

Hierarchy of Medical Team

Order of Response

First Responder
ATC
ARNP/RN/PA
Field Doctor
Medic/EMT
Chef de Mission
CMO/DCMO
Ambulance or Urgent Care
Hospital

Order of Command

CMO/DCMO
Chef de Mission
Medic/EMT
Field Doctor
ATC
ARNP
RN/LPN/PT
First Responder

What's in your Med Bag?



What is an EAP?

Emergency Action Plan

A comprehensive, venue-specific plan that is the foundation of critical incident management.

EVERY organization should develop a written plan in consultation with local Emergency Medical Services (EMS)

Table of Content for EAP

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2. Facilities.....	11
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Table of Content for EAP

1. Site maps
2. Assigned roles
3. Emergency contact information
4. Communication protocol
5. Hazard specific protocol
6. Plan maintenance

Emergency Action Plan / EAP

Site Maps

1. Visual floor plans
2. Shelters
3. Primary Evacuation routes
4. Secondary Evacuation routes
5. Assembly areas/ Safe Spaces

1. Visual floor plans
2. Shelters
3. Primary Evacuation routes
4. Secondary Evacuation routes
5. Assembly areas/ Safe Spaces

Site Map Example

1. Visual / Photo
2. List of clubs at each spot
3. Contact person for each club
4. Other pertinent locations i.e.: Medical/ Restrooms/ Vendors/ Offices/ Entrance and Exits.

- [illegible]

Assigned Roles Example

Name and Title with brief description of responsibility and phone number

Example:

- Sarah Smith
- Director of Events
- 941-123-4567
- Radio Channel 1

***First contact for all emergencies; Has codes and keys to all facilities on site

Emergency Action Plan / EAP

Emergency Contact Information:

Updated lists

1. Local emergency services
2. Building management
3. Utility companies
4. Key personnel of the facility.

EAP

Medical Information Example

- List closest Hospitals
- List Urgent Care Facilities
- List closest Pharmacies
- Give concise description of facility and important directives.

Medical & Emergency Information

ATLANTIC TRAINING

• On-site emergency medical services will be available during all practices and race times and 24/7 before and after racing. A medical team will be based at the track and emergency check areas the track location. Each will be staffed by EMTs. [Link to medical information](#)
[Link to medical information](#) for the 24/7 on-site medical services.
• If emergency medical is needed, EMTs shall be located at the track location with an emergency medical kit.
• Race will be suspended for 15 minutes only. Resumed at the medical tent.

• Emergency of race EMTs will hold a medical tent [Link to medical information](#)
[Link to medical information](#) at the track location. All race officials will be responsible for all medical and will meet at the medical tent at the track location and emergency area.

EMERGENCY SERVICES AND URGENT CARE INFORMATION

Local emergency services

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Emergency Action Plan / EAP

Communication Protocols:

Specific directive regarding methods of communication

1. WhatsApp
2. Email
3. Text
4. Phone Call
5. Other

Emergency Action Plan / EAP

Hazard-Specific Protocols:

Tailored steps for distinct threats

1. Fires
2. Active Shooters
3. Bomb Threats
4. Severe Weather
5. Medical Emergencies.

Weather Information Plan Example

1. Give clear description of Inclement Weather Plan.
2. Give how notification will be disseminated.
3. Give Evacuation Plans specific for Inclement Weather.

Emergency Action Plan / EAP

Plan Maintenance

A regular schedule for creating the plan, training personnel and updating the document

For instance is this a race that happens annually.

If yes then

1. 1 year
2. Quarterly
3. Monthly
4. Weekly

Section 2

Event Operations

Senario 1

You've been asked to provide care at a local sporting event

What does that mean??

1. Are you in charge of Medical?
2. Are you a solo provider or do you have a medical team ?
3. What exactly are they asking you to provide?
 - A. Pre race care?
 - B. Post race care?
 - C. Create the EAP and Medical and Safety Plan?

Senario 1 continued Types of treatment

Pre Race:

1. Massage/ Adjustment/ Taping
2. Expo booth
3. Lecture

During Race:

1. Finish line care?
2. Emergency triage and care

Post Race:

1. Massage/Adjustment/ Taping
2. Injury care

Senario 2 Documentation/ Incident Report

You've treated an athlete that sprain her ankle?

You need to find out prior to the event whether you must submit the documentation and to whom you would send it to.

1. Race Director
2. NGB
3. Insurance Carrier
4. Sanctioned organization

DOCUMENTATION IS VITAL.

It protects you and the patient!



Addressing the lifeguards at
USA Swimming Open Water
Nationals



Scenarios 3

You're hosting an event and there is an athlete who's
parents are divorced and the father has a restraining
order on the mother.

What do you do?

Scenarios 4

You're hosting an event and you heard that there is an ex
coach who has threaten to do harm during the event.

What do you do?

Scenarios 5

During the race you get notification of lightning within 8 miles from location.

What do you do?

Scenarios 6

During the race spectator trips and falls and comes to the medical tent.

What do you do?

Lets put it all together!

Let's pick an event:

13.1 Road Race (half marathon run)

- December 20th
- 750 athletes
- 2000 spectators
- Lows 45F; Highs 80F
- Running road race with traffic and pedestrians considerations

Scenario Example

The Race:

750 Participants

- Ages 12+
- Coed pace specific start waves
- 6:30am start
- Open course with vehicular traffic
- Out and back loop course

Scenario Example

Create a Medical Staff Needs plan

- For a 13.1 running road race with 750 participants
- 1 ALS crew at Finish
- 2 volunteer (First Responders) at turn around

This does not include any "treatment" after the race.

If you are also supplying after care add....

- 4-6 LMTs or equivalent to stretch and rub down/ and adjust.

Scenario Example

Medical Tent Locations

1. How many and where are they located/ Site Map
2. How to activate EMS/ Evacuation Protocol
3. Proper hierarchy of treatment for athlete and spectators
4. What is located at each Medical Station.

Scenario 1

Questions about this particular Scenario??

Resources:

1. Sarasota County Government Department of Risk Management
2. Sarasota County Parks and Recreation Department (SCGOV.net)
3. National Athletic Trainers Association (NATA.org)
4. Occupational Safety and Health Administration (OSHA.gov)
5. Florida High School Athletic Association (FHSA.org)
6. Nathan Benderson Park Conservancy (nathanbendersonpark.org)
7. USRowing (USRowing.org)