

# **EMERGENCY ACTION PLAN**

## **ADVOCATE HEALTH CARE FOX VALLEY**

### **MARATHON 2018**

#### **INTRODUCTION**

Emergency situations may arise at any time during athletic events. In order to facilitate appropriate, effective, and timely care, **Dr. Marc Hilgrs, M.D.**, volunteer Medical Director for the **Advocate Health Care Fox Valley Marathon**, have devised this emergency action plan to follow in case of an emergency.

Organizations in charge of athletic events must be prepared to handle life-threatening situations to provide standard of care treatment. This emergency action plan details specifics of those medical personnel that will be involved, provides for medical equipment that will be prepared and supplied during the event, establishes courses for communication to be used, and allows for organization of care to be given in an emergency situation.

This is the purpose of the emergency action plan established for the Fox Valley Marathon.

#### **COMPONENTS OF THE EMERGENCY ACTION PLAN**

- I. Emergency Plan Personnel
- II. Emergency Communication
- III. Emergency Equipment
- IV. Map of Venue
- V. Storm Safety Plan
- VI. Follow up

#### **I. Emergency Plan Personnel**

##### **A. Personnel on Site**

The volunteer medical personnel at the aid stations and main medical tent will consist of a team of 1-3 health care providers, including a physician and physician assistants, multiple levels of nurses, physical therapists and athletic trainers. Medical personnel will be identified by a red medical T-shirt and identification badge. These medical personnel will be additional to the volunteers provided by the race organizers.

First aid stations will be located approximately every 1 to 2 miles on the course. There will be a total of 15 outlying stations and one main medical tent at the Start/Finish line.ers

##### **B. Roles of the Emergency Team**

###### **1. Acute Care of the Athlete**

At least one individual trained properly in first aid, CPR, and disease transmission prevention will be located at each first aid station (preferably a physician). First aid and CPR will be initiated according to the specific skills of the trained medical personnel present. The marathon medical

team will be the initial responder for all non life-threatening injuries, and EMS personnel will be called if needed. Injuries treated will be documented as per Attachment A.

2. **Emergency Medical Equipment**

Appropriate emergency medical equipment and supplies will be obtained prior to the event and provided at the individual first aid stations and main medical tent the day of the race. First aid stations will be equipped with basic medical supplies and appropriate medical equipment. Those personnel familiar with the type of equipment necessary in an emergency will be available to operate the equipment at the aid stations. Emergency equipment and supplies will also be present at the main medical tent, assisted by a stationary ambulance unit at the start/finish line.

3. **Activate Emergency Medical System**

One member of the on-site emergency medical personnel (medical director) will be responsible for activating EMS for participants requiring transport. This person will be in direct communication with the EMS system covering the event. All other medical personnel working the event will coordinate calls for EMS services through this central person. The functioning of the communication system will be checked prior to the start of the event.

4. **Direct EMS to the Scene**

Medical personnel on-site will have a course map (see IV below). In the event EMS personnel are needed, the on-site medical personnel will give them directions to the site of the injury/event. One individual from the responding first aid station will be designated to retrieve EMS and direct them to the scene, if necessary. This person will assist with moving of barriers and dispersal of spectators as needed.

C. **Activating EMS**

1. **Contact Medical Director** via two-way transmission and voice need for EMS transport. Deliver a brief description of the situation and necessary information in a calm, organized and effective manner. Then release the "talk" button on the radio and listen for instructions.
2. **Information provided to EMS transport personnel:**
  - a. Name, number, and location of medical personnel
  - b. Number of athletes
  - c. Status of the athlete(s)
  - d. First aid provided prior to EMS arrival
  - e. Directions to rescue scene
  - f. Other information requested by the dispatcher
3. **If unable to contact Medical Director**, contact on-site EMS personnel (located at the Main Medical tent) or call 911 as a last option

D. **Support Medical Personnel**

There will be one dedicated ambulance at the event, stationed at the Start/Finish line. In the event a transport needs to occur on the course, the EMS system will be activated through central command and the closest jurisdiction to the runner will dispatch an ambulance to respond. **The dedicated ambulance at the**

**Start/Finish area is stationary so will not leave that area under any circumstances.**

There will be 6 golf carts distributed over the course and 4 sag vans for transportation of non life-threatening injuries back to the main medical tent for evaluation and treatment. These vehicles will be driven by volunteers.

#### **E. Transportation to ER**

EMS will provide transportation for those runners with life-threatening conditions to the closest designated facility. In non-life threatening situations, an individual provided by the athlete will be allowed to transport him/her to the appropriate facility, per the determination of the on-site medical personnel.

## **II. Emergency Communication**

Effective communication is essential in order to deliver quick and appropriate medical care. All responders on the scene and emergency medical personnel must be competent with the transfer of information. Those health care professionals who are calm and most comfortable with providing information will be in charge of communication. There will be one person at each aid station designated to do communications with the medical director.

Portable two-way radios will be used for communication with the medical director, race organizers and other medical personnel as necessary. Back-up systems will include personal cellular telephones. Contact information will be provided to the medical personnel before the start of the race.

## **III. Emergency Equipment and Supplies**

Available emergency equipment is a necessity during any athletic contest. It is especially important in regard to endurance events. Equipment should be up-to-date, in working order, and appropriate for the level of care that is to be provided.

First aid equipment will be obtained and stored in a clean, safe environment prior to the day of the race. It will be readily available for use on the day of the race.

The emergency medical equipment and supplies provided at the aid stations will include basic emergency supplies for bleeding and other common problems, emergency medications (Epi-pens, Albuterol inhalers and some OTC medications) and an AED.

## **IV. Map of Venue**

A map of the marathon course will be distributed to all medical personnel prior to the race. Each aid station will establish a route of entry for EMS personnel.

## **V. Storm Safety Plan**

### **A. Race Cancellation/Delay**

#### **1. Start Delay**

The start of the Fox Valley Marathon will be delayed up to 1 hour if any of the following weather conditions exist: Tornado Watch, Thunderstorm/Lightening, and “Heavy” Rain

2. **Event Cancelled**  
This event will be canceled if any of the following weather conditions exist: Tornado Warning, Severe Thunderstorm/ Lightning, Continuous Heavy Rain or Temperature over 28° C (84°F) at race start time.
3. **Authority to Cancel/Delay Race**  
The Race Director, in accordance with local law enforcement/safety officers has the authority to cancel/delay this event. Race Director may consult with local fire/safety commander and race medical director to gain consensus on race delay/cancellation.
4. **Refunds**  
If threatening weather conditions force cancellation of the event, no refunds can be provided, since funds were already spent in preparation for Race Day. T-shirts will be distributed.

## **B. Cancellation/Delay Broadcast**

The media broadcasting the event and the event emcees will communicate any delay and/or cancellation of Fox Valley Marathon. Warnings regarding inclement weather will be reported to all medical staff via cell phone or two-way radio transmission.

Ground Zero is located at the main medical tent in the start/finish area and will be utilized to communicate the decision. If necessary, medical personnel will direct athletes and spectators to safer areas as instructed by the Race Director & law enforcement/safety officers.

## **C. Race Condition Color Code System**

Color coding system will be used on the course at the start line and the aid stations to alert runners to conditions on the course.

Green:	Running on Schedule: Course and weather conditions acceptable
Orange:	Delayed Start: Waiting for weather or the course to clear
Yellow:	Heat Advisory: Runners advised to take appropriate precautions
Red:	Extreme Heat Advisory: Runners advised to slow run or walk
Black:	Race is Closed: Make your way back to the finish line, however no official times will be given

## **VI. Follow up**

### **A. The Medical staff will:**

1. Document major medical incidences, action taken and discharge status of athlete on medical forms provided
2. Determine supplies used and need for any additional supplies or equipment
3. Evaluate effectiveness of action plan and propose future changes if necessary
4. Provide debriefing and feedback to personnel
5. Report all major medical occurrences, both treated on-site and athletes transported off-site, to the Race Directors

### **B. Post Race Meeting**

A post-race meeting will occur between the Medical Director, Race Director and local fire/safety Director to review events and make suggestions for future races.

## **CONCLUSION**

This emergency action plan outlines the personnel, equipment, and responsibilities of **volunteer marathon medical coverage & EMS** for the Fox Valley Marathon. This plan is a guideline and each emergency situation will be handled according to the provider's level of training, and dealt with on an individual basis.

## **REVIEWED & APPROVED BY**

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Dr Marc Hilgers, M.D.  
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Date

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Dave Sheble  
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Date