

## Health, Medical & Safety Template

Health and Medical Lead	<p><i>Name:</i></p> <p><i>Email:</i></p> <p><i>Phone:</i></p>
Event Type, Date, and time	<p><i>Type:</i></p> <p><i>Date:</i></p> <p><i>Time:</i></p>
Number of Participants	<p><i>Total Number Expected:</i></p> <p><i>Average Number Each Hour:</i></p>
Medical Assets	<p><i>If you are contracting BLS, and/or ALS, and/or mobile teams, you must submit an invoice or letter proving their commitment to work your event, and level of qualification:</i></p> <p><i>Asset 1:</i></p> <p><i>Asset 2:</i></p> <p><i>Asset 3:</i></p>
Communications Plan	<p><i>Indicate how staff and volunteers will communicate. For events under 1,000, just indicate the plan is to call 911 in case of emergency, and to inform the event health and medical lead.</i></p>
Pre-Event Health and Safety Meeting Plan	<p><i>Explain your commitment to hold a pre-event health and safety meeting. This means you will hold a meeting the day of the event with all volunteers and staff. This meeting should encourage vigilance for matters related to safety and health. It should reinforce the communication plan and the medical resources made available through your event</i></p>

Extreme Weather  
Conditions Plan

*Please add a simple line or two about how your event would deal with an extreme weather event. This includes should include extreme heat and extreme cold.*