

Lederhosen Run
Of
Red Feather Lakes

EVENT OPERATIONS
EMERGENCY ACTION
AND
MEDICAL PLAN

Red Feather Lakes, Colorado

23 September 2023

DOCUMENTATION CONTROL

**THIS DOCUMENT SUPERCEEDS ALL PREVIOUS VERSIONS.
PLEASE CHECK THE DRAFT NUMBER TO ENSURE YOU ARE WORKING FROM THE
CORRECT VERSION.
THE FINAL MEDICAL PLAN WILL BE IDENTIFIED AS 'FINAL'.**

Document Title	Medical Plan
Event	Lederhosen Run of Red Feather Lakes
Date	23 September 2023
Venue	Ramona Drive, Red Feather Lakes, CO 80545
Event Organizer	Kylie Smith
Event Manager	Kylie Smith
Document prepared by	Kylie Smith
Version	June 26, 2023

This document contains confidential or privileged information and is intended for the use of the organizations involved in this event. Lederhosen Run of Red Feather Lakes, Inc. will make every effort to ensure all the information contained in this document is true and correct at the time of issue. The document will be updated and circulated to the relevant organizations as versions are updated. Due to the nature of the event certain elements of this document may be subject to change at short notice.

DISTRIBUTION LIST

Name	Organization	Method
	Larimer County	Email
	Red Feather Fire Protection District	Email
	Larimer County Sheriff	Email
	UCHealth Poudre Valley Hospital	Email

All the above named will be responsible for distributing the medical plan to key personnel within their organization.

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1 - INTRODUCTION

Statement of Intent

The Lederhosen Run of Red Feather Lakes is a 5K run that's sole purpose is to raise awareness and money to support the needs of The Caring Hearts of Red Feather Lakes Foundation.

Roles & Responsibilities

Lederhosen Run of Red Feather Lakes, Inc. is a Non-Profit event, coordinates the services as detailed in this plan and manages onsite operations with staff and medical volunteers. The Lederhosen Run of Red Feather Lakes, Inc. experienced professional staff have a proven safe track record in the management of large events, coordinating medical and first aid resources on site.

Medical and traffic safety professionals will be sub-contracted by Lederhosen Run of Red Feather Lakes, Inc. to provide the staffing resources detailed in this plan and will provide onsite response and hospital transportation as required.

Lederhosen Run of Red Feather Lakes, Inc. has a dedicated on-site medical and safety manager who will provide continuous coverage onsite and will coordinate medical resources throughout the event in partnership with their sub-contract management teams.

UCHealth Volunteers will provide BLS medical care for this event. In the event ALS care is required, the patient will be transported to the appropriate emergency medical care facility.

Lederhosen Run of Red Feather Lakes, Inc. and the medical and safety manager will monitor the event venue for potential hazards or unsafe behavior.

Any complaints or incidents occurring at the event in relation to any of the above resources should be directed in the first instance to the appropriate line manager and reported to Lederhosen Run of Red Feather Lakes, Inc. immediately. The necessary reporting procedures will be logged and the incident investigated.

Contact Names & Numbers

Role	Name	Contact Number
Events Coordinator	Kylie Smith	970-324-9079

Medical Plan Intent

It is the intention to ensure that all visitors have access to medical aid throughout the event. By careful and professional management Lederhosen Run of Red Feather Lakes, Inc., along with their sub-contractors will attempt to omit hazards and situations in which the patron to the event is at risk.

We will endeavor to provide:

- The safe and appropriate management of persons who become ill or who are injured at the event
- Care and support to those who seek our help

This will be achieved by:

- Creating a safe environment for the patrons attending this event
- An effective command and control system
- Close liaison with all medical and first aid staff
- Strategically located first aid posts
- Strategically deployed personnel
- Medical resources at the event

Public Safety & Risk Assessment

An Event Medical & Safety lead has been appointed by the organizers and is responsible for all public safety issues. The Event Medical & Safety will be liaising with event management and medical support throughout the event.

In addition, crowd areas will be monitored to ensure ingress and egress.

This medical plan will work in conjunction with our subcontractors' operational plans and the policies, plans and procedures of the Lederhosen Run of Red Feather Lakes, Inc.

Covid-19 additional precautions:

Venue layout

- Additional space for start corrals, restrooms and post-event *experience*
 - Extended start chute that will allow us to offer dedicated corrals for smaller groups
 - Extended start waves will help meter small, similar paced groups onto the course giving participants more space to run

Increased communication and signage

- Positive messaging to “keep socially distanced” and “wear mask in the venue area”
- Larger venue/event signage for tents + directional signs to assist in pedestrian's adherence to venue flow eliminating bidirectional pedestrian traffic
- COVID-19 guidelines as directed by CDC health officials
 - Social distancing
 - Mask compliance when not running
- Clear signage for corral assignments
 - Participants will occupy their start corral with fewer occupants and have more time between corral starts to thin out the congestion on course

More restrooms in more areas with more hand washing stations

Course

- The start has been designed to meter fewer runners onto the course at a given time. The corrals will be organized by pace.
- Because the short distance of the run, it is not necessary that we host water stations on the route. This will omit congregation at that location and keep the groups moving.
- The medical support will not change, but the number of volunteers will be limited, and will all wear appropriate personal protective equipment as to create a barrier between the participant and themselves.
- Entertainment and visuals on course will be distanced enough so that there's no stopping and congregating along the route.

Other

- Parking. Participants will make their way to the venue parking in and around town.
- Staffing. The event will increase event support to set up zones to eliminate movement through crowds and better communication to medical and event management.

2 - EVENT INFORMATION

Overview

The Lederhosen Run of Red Feather Lakes will take place in Red Feather Lakes on September, 23rd, 2023. The venue is located on Ramona Drive. The 5K run uses public roads. This is a family-friendly event whose intent is to provide entertainment and raise funds for The Caring Hearts of Red Feather Lakes Foundation. The event will run from roughly 12:30 p.m. with the arrival of the first visitor and continue until roughly 3:00 p.m. This event expects to host a total of 250 visitors.

The event venue (1078 Ramona Drive) will be closed for the duration of the event. Extensive community outreach with the impacted neighbors will begin once a permit has been issued for this event.

This event is open to the public.

The event will have designated medical command that will be staffed by a medical volunteer during event hours.

Audience Profile

The audience profile is expected to be approximately 50/50 male to female ratio, with age range between 2 - 85.

Event Website

You can visit <http://caringheartsofrflfoundation.com> for more information relating to the event.

Site Plans

- Site plans will be attached to the end of this document:
- Event Site Plan
- Route to UCHHealth Poudre Valley Hospital

3 – PERSONNEL & RESOURCES

The following levels of provision are based on those as recommended by the Event Safety Team, with due regard to previous experience, the audience profile and other relevant factors.

Lederhosen Run of Red Feather Lakes, Inc. will have a manager onsite throughout the event.

4 – OPERATIONAL INFORMATION

First Aid Posts/Medical Command Center

Centura Health will provide BLS onsite medical care at during event hours.

Receiving Hospitals

The Red Feather Lakes Fire Protection District reserves the right to transport to the appropriate receiving hospital.

- UC Health Hospital, 1024 S Lemay Ave, Fort Collins, CO 80524, (970) 495-7000
 - Approximately 47 miles

Route for Emergency Services

The Red Feather Lakes Fire Protection District will determine the route to the venue in the event of an emergency.

Operational Briefing for all staff

Lederhosen Run of Red Feather Lakes, Inc. will brief key managers/staff prior to and on the day of the event. All staff should be briefed either prior to arrival onsite or on arrival by their respective organizations or onsite management who will ensure site plans and all relevant information is distributed accordingly. A joint briefing will take place prior to event opening each day for all staff.

All staff/volunteers attending the event must familiarize themselves with the site layout identifying key locations, entrances/exits. A formal debrief will follow the conclusion of the event and feedback obtained and reported back to the event organizer.

Communications

Communications to medical resources is an essential part of the event in enabling all medical and first aid staff to contribute effectively to an incident/situation.

Lederhosen Run of Red Feather Lakes, Inc. will be present throughout the event in the event control room and will be in contact with site medical control. All medical and first aid staff will work via cell phone communication.

Course marshals will have communication with the medical command in the event support is needed on course. We will also have medical personnel on bikes riding with the runners.

Staff Uniforms

All staff will be in their respective uniforms, be identifiable and adhere to their own organization policies and carry with them and wear the appropriate PPE as required. No member of the medical, ambulance or first aid resources will smoke while in uniform in public view or in any undesignated area.

Staff Car Parking

All staff will walk to the venue as to eliminate additional strain on City parking

Participant Parking

On-site parking has been arranged through the event as a courtesy. No in-town parking is available for large events.

Disposal of Clinical Waste

Clinical waste will be disposed of in appropriate bags and/or containers and removed from site at the end of the event as arranged by the medical volunteers.

Safeguarding of Children & Vulnerable Adults

- **Lost Children & Child Protection**

The medical unit or first aid posts are not suitable places to look after lost children and is not the responsibility of the medical resources on site. Should any lost child be directed or brought to any of the first aid posts, Lederhosen Run of Red Feather Lakes onsite manager will be informed immediately. The event will provide a safe and supervised environment for the lost child until such time the care of the child is passed to the parent or guardian.

- **Protection of Vulnerable Adults**

All staff has a responsibility to ensure the safety and well-being of vulnerable adults who we treat and come into contact with at the event. Any concerns should be reported to an appropriate manager at the earliest convenience.

Media / Public Relations Privacy

All media inquiries relating to medical issues will be channeled through the appropriate Lederhosen Run of Red Feather Lakes staff. No medical or first aid personnel will give any comment or interview on any event or participant information. Any articles for press release MUST go through the event organizer's media personnel before release and a copy given to the event manager.

Staff will at all time respect the privacy of artists and performers especially when operating in backstage areas. Staff will not approach artists for photographs or autographs and will be mindful of their right to confidentiality if treated as a casualty.

Backstage Access

Staff will be informed only people with appropriate passes will be allowed backstage area. Staff will be placed at specific points backstage and in the pit and activity will be confined between the first aid posts and the stage area. The area between the backstage and the first aid posts will be kept clear at all times to allow prompt removal of patrons. Patrons removed from the crowd will be supervised at all times whilst in the backstage area. If discharged back to the event they must exit under the supervision of staff. Should any patron need lifting over the stage barriers, this is the responsibility of the staff NOT the paramedic/first aid staff. Staff is there to watch the crowd activity and not the group on stage.

Noise Limits

Sound volume will be closely monitored to ensure that the levels to the nearest receptor remain under 85dba.

Patient Documentation

A total number of patients treated will be collated at the end of the event and passed on to Lederhosen Run of Red Feather Lakes. An audit log will also be completed at the end of the event.

An event log will be maintained which will include any actions or decisions taken by management and control staff of the medical provision and the reasons for those actions. All patients who attend first aid or require ambulance transport will be recorded. Documents will be collated and held by the appropriate agencies. Records will be stored and patient details will be subject to normal confidentiality and data protection legislation under HIPPA.

5 - MAJOR INCIDENT / EMERGENCY PROCEDURES

Roles & Responsibilities

In the event a major incident occurs, the 911-dispatch system will be engaged and the responsibility for patient care will transfer to the fire department and ALS professionals. In the event of a major incident onsite all ambulance, medical and first aid personnel and Lederhosen Run of Red Feather Lakes staff will work under the command of the Red Feather Fire until the incident is deemed closed. All onsite facilities e.g. ambulances, ambulance control, first aid posts will be at the disposal of Red Feather Fire whilst a major incident is ongoing.

Site Alert States: Ingress/Egress

The event status system works on 3 levels as follows:

- **GREEN** indicates

There is a free flow of public both inside and outside the site. No problems reported.

- **AMBER** indicates

Unusually heavy pedestrian traffic/congestion with no free flow and areas of crowd density in large areas or

Pre-identified areas of the site are full to capacity or there is threat of crowd disorder

- **RED** indicates

On advice from the head of security or safety manager in consultation with the police that the situation warrants a red grading or in the case of a confirmed fire or crowd disorder.

The evacuation of the site would depend upon the affected area and the information available.

Emergency Announcements

The following coded messages will be used on all radio channels to step up or step down the alert state.

In the event of a situation or incident that could lead to a major incident or evacuation the following message will be broadcast:

“WILL THE AMBER TEAM LEADER CONTACT THE PRODUCTION OFFICE”

This is a warning that the alert state has been raised to AMBER.

If the situation or incident is likely to result in a part or full evacuation of the site, the following message will be broadcast:

“WILL THE RED TEAM LEADER CONTACT THE PRODUCTION OFFICE IMMEDIATELY”

This is a warning that the alert state has been upgraded to RED. All personnel should stand by for further instructions on an evacuation of the site.

If a full evacuation is to be carried out the following announcement will be made over the stage PA systems:

“LADIES AND GENTLEMAN THIS IS A POLICE MESSAGE. DUE TO CIRCUMSTANCES BEYOND OUR CONTROL WILL YOU PLEASE VACATE THE EVENT ARENA BY WALKING TO ALL AVAILABLE EXITS AS QUICKLY AND QUIETLY AS POSSIBLE”.

If the evacuation is to be contained to a specific area of the site. A local evacuation of the site will take place, under the control of the head of security.

IF THE SITUATION IS CONTAINED THE FOLLOWING MESSAGE WILL BE BROADCAST.

“THE PREVIOUS MESSAGE FOR THE AMBER TEAM LEADER IS CANCELLED”

6 - RISK ASSESSMENT FOR VENTURE, MEDICAL & FIRST AID PERSONNEL

Event Risk Identification Document

The aim of this Event Risk Identification Document (ERID) is to assess, plan, manage, control, reduce and eliminate where possible any potential hazards that can be reasonably prevented or foreseen which may affect all medical, ambulance and first aid personnel working at this event. A risk is assessed within this document as significant if it is considered that the likelihood of the risk occurring is high and if that risk could cause serious harm, illness or death to a single or number of people.

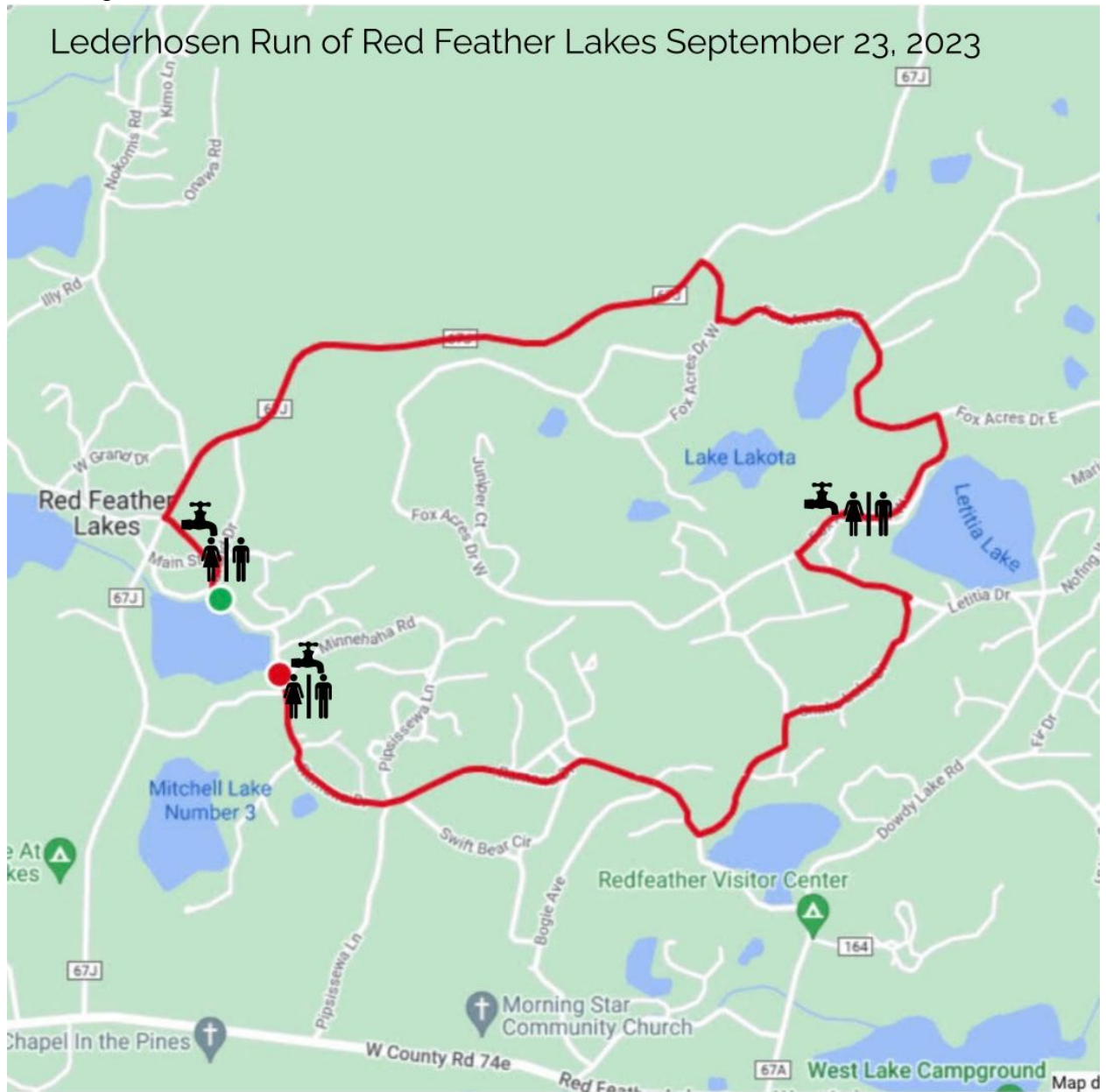
This ERID is only a guide and is certainly not definitive. This ERID will be subject to change up to the event start date shown below and will be monitored throughout the event proceedings to track the status of the risks and the performance of the risk control measures and control actions laid out in the ERID.

Any staff and contractors working on behalf of Lederhosen Run of Red Feather Lakes must follow all and any other safety, emergency or on-site regulations by the event organizers. An experienced Event Safety Officer will be appointed by the organizer and is responsible for all public safety issues. The Event Safety Officer will be liaising with Lederhosen Run of Red Feather Lakes and other agencies prior to and throughout the event.

The information detailed within this ERID has been gathered and the potential hazards identified using experience that has been gained by Lederhosen Run of Red Feather Lakes from numerous similar event/festivals, and has been compiled by walking the event site location, and from meetings with the event organization staff and the emergency services, together with the knowledge (if applicable) of previous events/festivals.

Race Map

Lederhosen Run of Red Feather Lakes September 23, 2023



Site plan

