

# Medical Emergency Plan – Point Cook Runners

- Most runs will never have to deal with a Medical Emergency, but incidents can and do happen and if “you fail to plan” then “you plan to fail”!
- We have a duty of care to support all involved in the incident (Coaches, Run Leaders, Runners, Public). At the very least contact all involved to see how they are and pass on details of any support available.
- Please make sure you have latest ‘Medical Emergency Plan – for Point Cook Runners’ with contact details stored with your kit.
- Make sure all (Coaches, Run Leaders, Runners) read and understand the process.
- Make sure you know location of nearest first aid kit / defibrillator.
- You **MUST** make and retain a written record of times and names. Write up more details as soon as you can after the incident.

# Medical Emergency Plan - for Point Cook Runners

## Critical Incidents

- Medical Emergency requiring immediate medical treatment to prevent death or serious consequence (heart attack, stroke, asthma, breathing difficulty, anaphylactic reaction)
- Serious Animal attack or bite (dogs, venomous snakes/spiders)
- Serious criminal action or attempted action (assault, abduction)
- A fatality or life threatening incident or serious safeguarding issue



- Get someone reliable to dial 000
- Provide info on emergency, location of incident and access
- Ask them to report back to you this is done and for arrival ETA
- Dispatch someone to guide in emergency vehicles
- Get someone to bring first aid kit /defibrillator
- Supervise first aid being competently done
- Involve medically qualified people if possible
- Ensure safety of other people during incident (vehicles, use of defibrillator etc)
- Keep 'spectators' away/screen off the incident if possible
- RECORD contact info on people/friends involved (phone numbers) accurate time of events
- Contact your ED if they are not in attendance at the event
- Fill in an incident report as soon as possible after the incident
- Monitor the well being of all involved in the incident
- Risk mitigation and follow up actions

# Point Cook Runners Medical Emergency Plan Hotline

Point Cook Runners do not have a dedicated Serious Medical Emergency Reporting phone line, but the President/Secretary can be contacted on the following numbers – 0419110435 or 0430705286 - which is there to provide on-the-spot support for Coaches, Run Leaders, Runners & Families who are unsure as to how to deal with a specific serious incident such as one of the following:

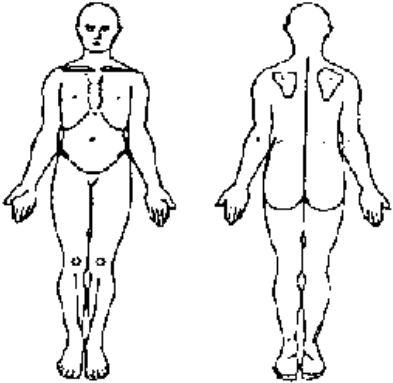
- an ambulance or other emergency service being called.
- a serious collapse of a Coach, Run Leaders, Runners.
- a serious conflict between runners.
- a serious child safeguarding concern.

In the case of a Medical Emergency, get in touch with the President/Secretary who would in turn contact the our insurers. The President/Secretary would then contact all runners/family in a pastoral role to offer support and/or advice as needed. The following week President/Secretary the would follow up with all involved, check over the incident report form adding more information if/as necessary and possibly field enquiries from insurers.

In line with our duty of care, and to help us in the case of an emergency, we should regularly encourage Point Cook Runner members to ensure the relevant ICE details are up-to-date if need be.

Finally, never comment on the any incident on social media.



Name of Injured.		Date of Birth.	PCR																						
Address.																									
ICE.	Phone No.	Sex	<input type="checkbox"/> Male <input type="checkbox"/> Female																						
<b>Accident Details</b>																									
Location.	Time.	am	Date																						
		pm																							
Brief History of Accident																									
Symptoms																									
<b>First Aid Assessment &amp; Observations</b>																									
<table border="1"><tr><td>Fully Conscious</td><td></td></tr><tr><td>Confused/ Drowsy</td><td></td></tr><tr><td>Unconscious</td><td></td></tr><tr><td>Pulse</td><td></td></tr><tr><td>Resp</td><td></td></tr><tr><td>Pupils</td><td></td></tr><tr><td>Colour</td><td></td></tr></table>		Fully Conscious		Confused/ Drowsy		Unconscious		Pulse		Resp		Pupils		Colour											
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<input type="checkbox"/> Hospital <input type="checkbox"/> Own Doctor <input type="checkbox"/> Home <input type="text"/> Other																									
Mode of Transport																									
<input type="checkbox"/> Ambulance <input type="checkbox"/> Car <input type="checkbox"/> Taxi <input type="text"/> Other																									
Name of First Aider																									
Signature	Time	am	Date																						
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