

Emergency Action Plan

All Mentors shall carry a cell phone for emergency use on all Flow Riders rides.

1. Assess the Situation: determine the nature of the emergency and what type of response is required (first aid, search for a lost person, etc.).
2. Develop a Response Plan: based on the nature of the emergency, develop an appropriate response plan (determine closest access point as listed on the trail head post, first aid treatment, initiate search, etc.)
3. Call for Assistance (if needed): use cell phones to call for assistance (911 if an emergency) and/or to the Site Leader.
4. Assume leadership of the group and delegate responsibility: Ride Leaders and Sweeps should assist in patient care if needed. The Site Leader may designate one or two additional adults to go help manage the group and return riders to the parking lot.
5. The group with the victim(s) should:
 - Make the victim(s) as comfortable as possible, maintain his/her body temperature and protect the victim from the elements.
 - A trained first aider should be with the victim at all times.
 - Children should never be left unattended
 - Give the other group members something to do to get their minds off the situation
6. If Emergency Medical Services is required designate one adult to call 911. Provide the following details to emergency responders:
 - Details of emergency
 - Your location (Go to nearest trail head post and relay closest access point locator number)
 - First aid already provided
 - Assistance required (describe the terrain to the 911 call taker so that the appropriate resources will be dispatched).
7. Designate one or two people to go to the trail head to meet emergency service workers.

Roles and responsibilities

Leader / Charge person

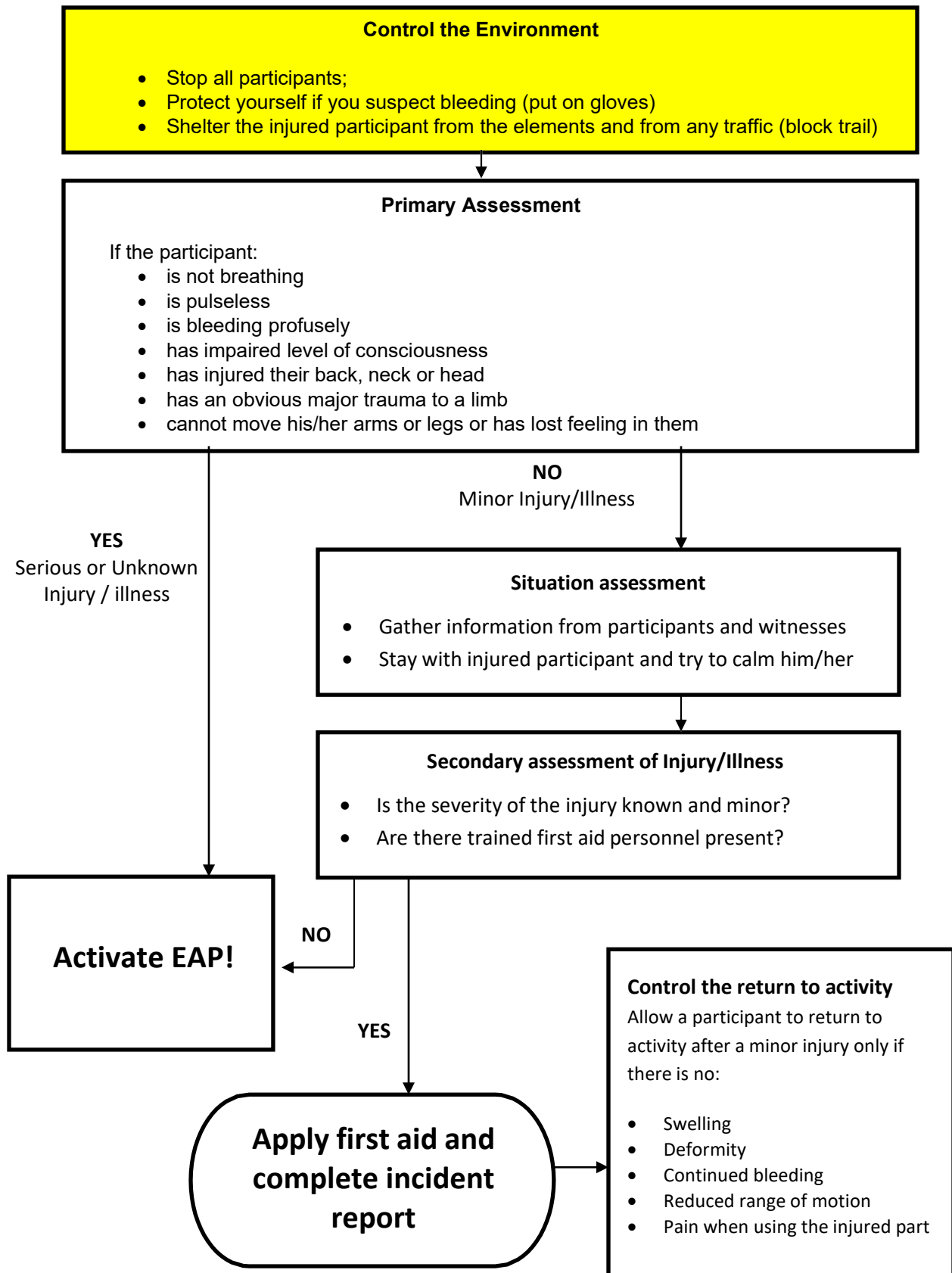
- Clear the risk of further harm to the injured person by securing the area (i.e. blocking the trail from either direction) and shelter the injured person from the elements;
- Designate who is in charge of the other participants, if required;
- Protect yourself (wears gloves if he/she is in contact with body fluids such as blood);
- Assess ABCs (checks that airway is clear, breathing is present, a pulse is present, and there is no major bleeding);
- If trained, perform First Aid or CPR, as required;
- Wait by the injured person until EMS arrives and the injured person is transported;
- Fill in an incident report form.

Call person

- Call for emergency help;
- Provide all necessary information to 911 call taker (e.g. closest access point, nature of injury, what, if any, first aid has been done);
- Describe nature of trails and terrain and challenges to accessing the patient to the 911 call taker so that the best resources available can be dispatched to the scene.
- Notify the site leader of the incident and indicate the access point that was provide to 911. The site leader contacts the victim's emergency contacts.

Emergency services contact(s)

- The site leader designates two people (preferably with good knowledge of the trail system) to proceed to the access point that was provided to the 911 call taker.
- Determine the most efficient route from access point to the scene;
- One person should guide emergency service personnel to the scene;
- Another person should remain at the access point to wait for additional emergency services to arrive or follow instructions of initial first responders.



Flow Riders Incident Report

Date of incident: _____ Time: _____ AM/PM

Location: _____

Ride Leader: _____

Name of Rider Injured: _____

Type of injury: _____

Details of incident and injury:

Parent/Guardian Present? Yes/No

Parent Notified? Yes/No

EMS called to scene? Yes/No

Injury required transport? Yes/No

If yes, hospital brought to: _____

Parent/Guardian plan to follow up with a physician? Yes/No

Signature of Ride Leader