

# **National Hot Rod Association Gator Nationals @ Gainesville Florida MEDICAL OPERATIONS PLAN**

## **CHAPTER 23.1**

The following plan will pertain to the Gator Nationals at Gainesville, Florida. This event will include occur during the month of March of each year. Specific dates of the event will be transmitted by the NHRA representative one month in advance of the first day of the event.

This plan has been approved by the following:

- 1) **Don Robertson**  
**General Manager**  
**Gainesville Raceway** **3/13/07**
  
- 2) **Dan Brikey**  
**EMS Director**  
**National Hot Rod Association** **3/12/07**
  
- 3) **Chief W. May**  
**Chief ACFR** **3/12/07**
  
- 4) **Chief E. Bailey**  
**Chief of Operations**  
**ACFR** **3/12/07**

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### **SECTION 1 - STAFFING**

The National Hot Rod Association and Alachua County Fire-Rescue have approved the following staffing requirements. No changes will be made to the staffing requirements without the consultation, and agreement of both parties.

#### **Gator Nationals: Thursday**

Start Line ALS Transport	1 Rescue Lieutenant / 1 EMT
Finish Line ALS Transport	1 Rescue Lieutenant / 1 EMT
South Stands ALS Transport	1 Rescue Lieutenant / 1 EMT
South Division ALS MERV	1 Paramedic / 1 EMT
ACFR Reserve Group	BLS EMT/Bicycle Teams
Incident Command	1 ACFR Command Officer
Total Personnel 11-	4 Paramedics 4 EMT 1 ACFR Command Officer 2 Reservists

#### **Gator Nationals: Friday**

Start Line ALS Transport	1 Rescue Lieutenant / 1 EMT
Finish Line ALS Transport	1 Rescue Lieutenant / 1 EMT
South Stands ALS Transport	1 Rescue Lieutenant / 1 EMT
South Division ALS MERV	1 Paramedic / 1 EMT
North Division BLS MERV	2 EMTs (Staffed w/Reservists)
ACFR Reserve Group	BLS EMT/Bicycle Teams
Incident Command	1 ACFR Command Officer
Total Personnel 13-	4 Paramedics 4 EMT 1 ACFR Command Officer 4 Reservists

#### **Gator Nationals: Saturday**

Start Line ALS Transport	1 Rescue Lieutenant / 1 EMT
Finish Line ALS Transport	1 Rescue Lieutenant / 1 EMT
South Stands ALS Transport	1 Rescue Lieutenant / 1 EMT

South Division ALS MERV	1 Paramedic / 1 EMT
North Division ALS MERV	1 Paramedic / 1 EMT
ACFR Reserve Group	BLS EMT/Bicycle Teams
Incident Command	1 ACFR Command Officer
	1 ACFR Chief Officer

Total Personnel 16- 5 Paramedics  
5 EMT  
1 Command Officer  
1 Chief Officer  
4 Reservists

**Gator Nationals: Sunday**

Start Line ALS Transport	1 Rescue Lieutenant / 1 EMT
Finish Line ALS Transport	1 Rescue Lieutenant / 1 EMT
South Stands ALS Transport	1 Rescue Lieutenant / 1 EMT
South Division ALS MERV	1 Paramedic / 1 EMT
North Division ALS MERV	1 Paramedic / 1 EMT
ACFR Reserve Group	BLS EMT/Bicycle Teams
Incident Command	1 Fire Rescue Command Officer
	1 ACFR Chief Officer

Total Personnel 16- 5 Paramedics 5 EMT  
1 Command Officer  
1 Chief Officer  
4 Reservists

**DAILY HIGH AVERAGE ATTENDANCE EVENTS  
(as determined by NHRA and ACFR):**

Additional ALS Transport	1 Paramedic / 1 EMT
Additional ALS MERV	1 Paramedic / 1 EMT (Paid or Reserve)
Additional Team	1 Paramedic / 1 EMT (Paid or Reserve)

\*NOTE: MERV units will transport non-ambulatory patients to designated Aid Stations as determined by the Operations Chief.

**STAFFING ADDENDUM:**

In the case of environmental factors (IE: heat index) that the NHRA EMS Director and ACFR Command Officer determine may significantly increase the need for medical intervention during the event, extra staffing will be added as deemed appropriate. This

should be determined 5 days before the event, and can be canceled at any time if both parties agree conditions will improve by event time.

## **SECTION 2 – GENERAL CONSIDERATIONS**

### **INCIDENT COMMAND**

The National Incident Management System (NIMS) shall be used for the organization and operation of the event. A unified command post shall be established at the ACSO Mobile Communication Vehicle. Agency responsibilities are listed below:

- Gainesville Raceway General Manager; Raceway Operations
- NHRA EMS Director; Coordinator for EMS at NHRA event
- Alachua County Fire Rescue; Fire Rescue/EMS Operations
- Waldo Fire Rescue; Fire Suppression
- Alachua County Sheriff's Office; Near site traffic control and law enforcement at Event
- Gainesville Police Department; Off site traffic control
  
- The ACFR Command Officer will monitor all fire rescue radio traffic and direct all fire

rescue units and personnel as needed.

- All incident responses or encounters shall be documented on the Departments Incident Reporting System. A summary of incidents/encounters will be provided to the NHRA EMS Director at the end of the event. The summary will provide the nature of the incident/encounter and other information as permitted by HIPPA.
- Professionalism will be maintained at all times by ACFR employees interacting with anyone at the Track In the event a situation arises the calls in to question the ACFR employee(s) mannerism, quality of medical care, etc., the following shall occur;
  - ACFR Command Officer shall be contacted via radio or phone.
- System on-duty rescue units will be utilized as the primary source of transportation from the event. Best access for responding rescue units is via the main gate of the event. Further directions and channel assignment will be provided from CCC.
- All rescue units responding to the Track will be assigned the NHRA event assigned tactical channel and communicate to "Dispatch".
- The ACSO Mobile Command Post will be operational and manage incident communications. The mobile command post will be designated "Dispatch." All

rescue units transporting from the NHRA event to the emergency room will communicate on the assigned medical channel, unless otherwise instructed.

- Event assigned rescue units will remain available at the event and only be used for transport in the cases of a disaster, or a patient whose medical condition is determined critical or time sensitive.
- In the event an event assigned rescue unit does transport a patient, the Command Officer will be notified immediately. An on-duty rescue will be assigned to stand by until the assigned rescue returns to the event (Unless determined otherwise by the Command Officer and the Duty District Chief).
- The ACFR Reserves Bike Team may be, at the request of the Command Officer, patrolling and dispatched to calls immediately outside the stands area.

## **SECTION 3 - EVENT DAY OPERATIONS**

### **CHIEF IN CHARGE OF SPECIAL EVENTS**

- Staffs event according to this SOG, SOP Chp 8E, current Union Contract
- Completes Incident Action Plan:
  - ICS 202 – Incident Objectives / Response Priorities
  - ICS 203 – Organizational Assignment List
  - ICS 204 – Division / Group Plan
  - ICS 205 – Communications Plan
  - ICS 205- 1 – ICS Positions / Phone Numbers
  - ICS 206 – Medical Plan
  - ICS 223 - Health & Safety Message

(The Department Chief will sign two copies. The Chief will retain one copy; the Event Operations Chief will retain one copy. The later copy will be returned to the Chief post event with any changes that occurred or were noted during the event.)

- Completes an event Assignment Roster (Appendix C). Post Event times are acquired from CCC and a copy of this form (Appendix C) is turned in to Billing.
- Completes Department Additional Hours form and turns into Payroll post event.
- Initiates post-event review with NHRA EMS Director.

- Assures needed paperwork is on hand (Special Detail Supplemental form, Department Rescue report, Situation Report, Event maps, phone list, etc...)
- Post event collects up all completed paperwork.
  - Post event submits a report to the NHRA EMS Director identifying statistics of numbers & types of patients seen, number of transports, significant incidents. This information is obtained from station Activity Logs (Appendix A), & medical reports.
  - Assures MERV's, radios, and needed medical equipment & supplies are available for all events.

### **PRIOR TO EVENT**

- Pre Gator National Event, CSW staff shall assist District Chief responsible for Special Events:
- Inspect MERV's. Maintenance issues will be reported to Chief responsible for Special Events
- Deliver MERV's to event.
- Oversee inventory of ALS/BLS equipment to be used for event. Replace out dated fluids/Rx's. Report any problems with required supplies/equipment in a timely manner to District Chief responsible for Special events.
  - The Command Officer will arrive at CSW prior to personnel to review the staffing schedule, transportation, and to make any last minute changes for the event. The Supply Division shall have all supplies/equipment needed stocked, checked, and loaded in the supply van for transport to the event.
- Crews will report to CSW 1.5 hours prior to the event. After the pre-event meeting with OPS Chief, crews will proceed to the event.

### **EVENT OPERATIONS**

- The Alachua County Sheriff's Office (ACSO) will operate the "Dispatch" operations from the Mobile Command Vehicle. Operational channels as follows:
- Fire/Rescue/EMS Operations (800mhz) Channel as assigned
- "RED" (VHF) – Contingency back up: [Channel 7 on Motorola HT]
- The ACSO "Dispatch" will be responsible for the following:
- Dispatching medical emergencies within the event and the immediate surrounding area.

- Communications with Incident Commander (IC) at designated Command Post (ICP)
- Notifying the ICP, Command Officer, and “ALL CALL” notification to ACFR units, MERV, and other medical units, regarding any fire or HAZMAT incident with in the event or surrounding area.
- Communication with CCC regarding any fire / HAZMAT incident within the stadium or surrounding area.
- Communications with all LEA agencies on-sight of event
- Communications with NHRA Operations
- Access to CAD and can operate independently from CCC.

### **CONCLUSION OF EVENT**

- Crews will remain at their assigned locations post event until released by Command.
- All completed paperwork will be collected and routed to the Command Officer before departure.
- MERV units will be secured at the event and keys will be given to the Command Officer.
- Officers will account for all personnel they arrived with before departure from event.
- Upon arrival back at CSW, crews will unload LifePaks, Pulse-Ox’s, and any other equipment on carts provided. Radios will be checked in and placed in designated container.
- All trash will be removed from vehicles.
- The Command Officer will then release all personnel from event. Time will end.

### **MAJOR EVENT/DISASTER WITHIN EVENT AREA DURING THE EVENT**

- Personnel will immediately report to their assigned unit/location and remain there until directed by Command.
- The Chief Officer shall immediately report to “Dispatch” and assign command.
- The Command Officer will respond to the incident and assume “Operations Division.”
- The unit/station Officer will report “Unit Secured” to Dispatch.

- The unit/station Officer will maintain accountability of assigned personnel.
- The Unit/Station shall remain secured until assigned by Dispatch.
- MERV units will report to the closest Aid Station.

## **SECTION 4 - REPORTS AND BILLING**

The following are reports that will be completed when delivering care, first aid supplies, or assistance to patrons at an event.

All paperwork MUST be brought to the Command Officer at the conclusion of the event.

**ASSIGNMENT / BILLING** – This Assignment portion of this form is completed prior to the event by the Command Officer. A copy will be provided to “Dispatch”, NHRA EMS Director, and each assigned ACFR unit.

A copy of this form will be completed with times for billing purposes and will be turned in to ACFR Billing Department as soon after event as possible.

Billing time will be from the contracted time until the time released by NHRA EMS Director. The end billing time will be relayed to “Dispatch” via radio for documentation.

**NHRA Incident Report** – will be available in all Aid stations and completed as noted in Section 2 of this SOG – General Considerations. ACFR will not retain copies of these, rather all forms will be turned over to the NHRA EMS Director as soon as possible post-event.

## **SECTION 4 - APPENDIX DIRECTORY**

Appendix A - Emergency Radio Contingency Plan

### **Radio Contingency Plan**

*In the event of radio failure of the 800 mhz system the following plan shall be implemented.*

1. Phone contact will be made immediately between the Command Officer and “Dispatch.”
2. Initially all units will be assigned to Ch15 for Fire/EMS and Ch16 for LEA.
3. VHF would then be transitioned in using the “Dispatch” repeater.
4. LEA would stay on Ch15 and Ch16 for operations.



5. Fire/EMS will use “red”, “white”, and “blue” channels, as assigned.
6. Incoming fire rescue units will report to the staging area and be issued VHF radios for communications from the MAC Radio Contingency.
7. Mutual aid units will report to the staging area to be assigned radios for communications from the MAC Radio Contingency.
8. UHF Med 8 can be used as an alternate for EMS units.