

SAN FRANCISCO EMERGENCY MEDICAL SERVICES SECTION
SAMPLE MASS GATHERING MEDICAL PLAN FOR SMALL EVENT
(Submit at least 2 weeks prior to the event)

1. **EVENT NAME AND (CATEGORY):** 50th Avenue Follies (street fair)
2. **EVENT DATE(S) AND TIME(S) AND LOCATION:** July 1st from 5 am to 10 pm as noted:
 - a. Location: 50th Avenue from Lincoln Street through Judah Avenue
 - b. Dates/Times: (all activities will be on July 1st)
 - i. *Setup:* starting at 5 a.m.
 - ii. *Start of event:* 10 a.m.
 - iii. *Finish of event:* 6 p.m.
 - iv. *Dismantling:* finished by 10 p.m.
3. **DATE PREPARED:** June 1st
4. **ANTICIPATED ATTENDANCE:** 5,000 participants, 200 exhibitors/staff
5. **MEDICAL RESOURCES: (see attached map for location of first aid station)**
 - a. First aid station: there will be a first aid station in operation at the corner of 50th Avenue and Judah in a small tent during the hours of 10 a.m. until 6 p.m. on July 1st. A Registered Nurse will be on duty during those hours along with 2 first aid assistants. The first aid station will have cell phone communications with the Event Coordinator, the safety teams, and the San Francisco 911 Dispatch Center in the event an ambulance is needed at the first aid station.
 - b. Mobile teams: there will not be any mobile teams for this event.
 - c. Dispatch Center: the San Francisco 911 Dispatch Center will be contacted in case of need for an ambulance transport from the event by the Event Coordinator, Safety Personnel or First Aid Tent Manager.
 - d. Transportation: Ambulances: there will not be any dedicated ambulances for this event.
 - e. Hospitals: The nearest hospital to this event is UCSF Medical Center at 505 Parnassus Ave., Emergency Department Phone 502 8841, Travel time :15. A full range of specialty care is available at this facility excepting trauma and burn care.
6. **MEDICAL EMERGENCY PROCEDURES:**
 - a. CPR and 911 access: during the hours of street closure, the event safety personnel will have cell phones and will contact 911 for any medical emergency. CPR and defibrillation will be provided by the standard San Francisco EMS Services. CPR and Automatic External Defibrillation will be provided by personnel at the 1st Aid Station if the need arises for patients at the station during the hours it is open.
 - b. The First Aid Tent personnel will provide basic first aid, CPR/AED, blood pressure checks and lost children services.
 - c. **PARTICIPANT SAFETY:** The street closure/fire lane/display and vendor booth setup will be according to ISCOTT permit policy. There will be event safety personnel on duty during the hours of street closure and will report to the event coordinator on duty. In case of disaster or any safety concern, the event coordinator shall notify the 911 dispatch center and

follow the direction of public safety personnel (dispatchers, SFPD and SFFD).

- d. NON-PARTICIPANT SAFETY: All traffic will be rerouted to 49th and 51st avenues. No anticipated impact on neighborhood safety.
- e. COMMUNICATIONS: All event safety personnel will have cell phones to contact the event coordinator and the 911 dispatch center. During the hours of operation of the 1st Aid Station, the nurse on duty will have a cell phone also. All personnel will have a contact sheet with these numbers listed. In case of emergency during the event, the event coordinator on duty can be reached at all times at 415 XXX XXXX.

7. EVENT PLAN LOG SUBMITTED BY:

- a. Name:
- b. Phone number/email address:
- c. Signature:

8. CONTACT PERSON WHO WILL SUBMIT POST EVENT TREATMENT REPORT:

- a. Name:
- b. Phone number/email address: