



BIGGEST DISCO

LEOPARDSTOWN RACECOURSE

15TH JUNE 2024



EVENT MEDICAL PLAN

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Please note this is a live working version of the Event Medical Plan.

Subsequent versions may exist.

Please contact Event Medical Services to confirm you have the most recent version.

THIS PLAN WILL BE CIRCULATED TO THE FOLLOWING STAKEHOLDERS

TITLE	NAME	ORGANISATION	CONTACT TELEPHONE	CONTACT EMAIL ADDRESS
Event Promoter	Val Kalkin	Val Entertainment Agency	+353851010706	val@biggestdisco.com
Event Controller	Nigel Cleary	Green Means Go	+3539681873	nigel@greensmeansgo.ie
Event Medical Co-Ordinator	Willie Wade	EMS	+353862537764	willie@eventmedicalsolutions.ie
Event Safety Officer	John Keogh		+353876811718	TBC
HSE Emergency Management Office	TBC	HSE	TBC	TBC

OBJECTIVES OF EVENT MEDICAL

The purpose of this event medical plan is to address the immediate healthcare needs of the audience and staff at the event with minimal impact on the local HSE resources and services. This is best accomplished by providing defined medical team roles, command, control, and communication structures for the duration of the event.

All medical team leaders along with select event team managers will see this plan and refer to it during their activities whilst at the event.

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1. EVENT DETAILS

1.1 EVENT

Name: PROMOTIVE Entertainment Agency – Val Kalkin
 Address: 7 Knowledge House, Down Business Park, 46 Belfast Road Downpatrick.
 Mobile: 0851010706
 Email: vak@biggestdisco.com

1.2 TYPE OF EVENT

Acts from the 90s and 00s will be spread over three stages, open air and in a marquee.

Based on the nature of this event, it is not anticipated that any significant crowd disturbances or incidents will arise.

1.3 VENUE DETAILS

This event will take place at the Leopardstown Racecourse, Foxrock, Dublin 18 .

Eircode: D18 C9V6
 Telephone: +353 289 0500

1.4 DURATION, PROFILE & EXPECTED ATTENDANCE OF EVENT

DATE	HEADLINE ACT	EVENT TIMES	ATTENDANCE	FEMALE: MALE RATIO	AGE RANGE
15/06/2024	BIGGEST DISCO	12.00 – 23.00	15,000	50 : 50	25 - 40

2. EVENT MEDICAL / FIRST AID OPERATIONS

2.1 EVENT MEDICAL STRUCTURE

Event Medical Services (EMS) are the main medical contractors for this event acting on behalf of Val Entertainment Agency

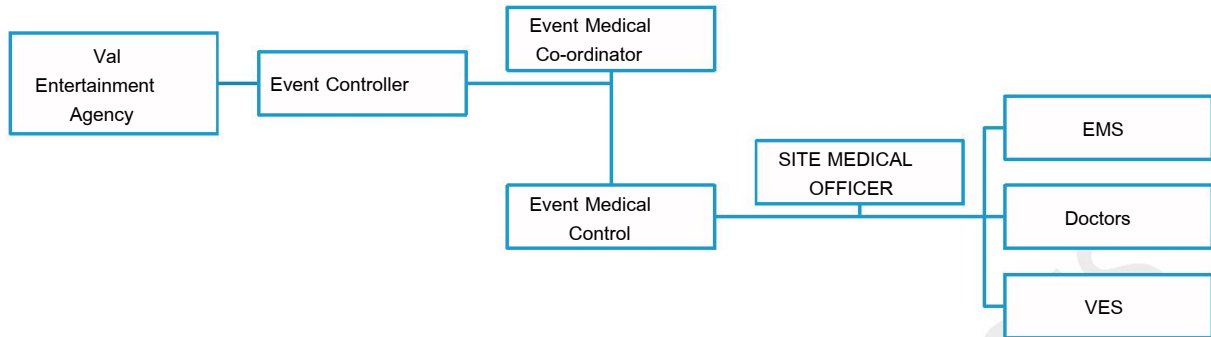


Figure 1 – Event Medical Management Structure

2.2 SUMMARY OF ON-SITE CLINICAL LEVELS

CLINICAL LEVEL	TOTAL
Doctors	1
Nurses / Advanced Paramedics	1
Paramedics	2
EMTs	4
EFRs	4
Paramedic Led Ambulances	1
EMT Led Ambulances	1

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2.3 EVENT MEDICAL FACILITIES LOCATIONS

MEDICAL FACILITY	LOCATION
Medical Post 1	Stage 1 Grid Ref tbc
Medical Post 2	Stage 3 Grid Ref tbc

3. DUTIES AND RESPONSIBILITIES

3.1 THE EVENT MEDICAL CO-ORDINATOR

Nominated Event Medical Co-ordinator – Willie Wade

Willie Wade is a PHECC registered paramedic with extensive experience in medical co-ordination for large scale events to include previous Slane Castle concerts, Oxygen Festival, Independence Festival Cork, Croke Park concerts and matchdays, Phoenix Park Concerts, Sea Sessions Donegal, Pairc Ui Chaoimh concerts, Thomond Park and many more.

During the event, Willie will be contactable via the event medical channel and mobile phone.

Contact Details are as follows.

Willie Wade	+353 86 2537764	willie@eventmedicalservices.ie
		info@eventmedicalservices.ie

The Event Medical Co-ordinator will be responsible for the allocation, command, and control of all medical and first aid personnel and resources at the event. The Event Medical Co-ordinator will be the point of contact for enquiries / updates from the HSE Regional Emergency Management Office, National Ambulance Service, HSE National Emergency Operations Centre (NEOC) and Event Promoters.

As the Event Medical Co-ordinator, Willie Wade has the following primary duties

- § To participate in relevant medical planning meetings
- § To sign off on the event medical plan, conduct / participate in any drills and rehearsals
- § To provide overall co-ordination of the various medical services providing cover to the event
- § To liaise with the event promoters/organisers, the Event Safety Officer, The National Ambulance Service Control, HSE National Emergency Operations Centre (NEOC), the Voluntary Emergency Services, An Garda Síochána and any other services or agencies relevant to the event
- § To allocate medical resources efficiently and effectively prior to and during the event
- § To keep a register of those who have roles in the event medical plan
- § To ensure that all processes and contact details are in place for effective and efficient communications
- § To ensure that appropriate PPE is being used
- § To establish and maintain links throughout the event, as appropriate with the receiving hospitals and emergency services
- § To ensure that patient care reports are completed for all medical assists and to provide a summary report to the organizers in an agreed format to facilitate isolating trends, etc.
- § To attend and contribute to end of day debrief
- § To brief all medical supervisors prior to doors on event days
- § To obtain detailed onsite medical personnel sign in sheets to include pin numbers from medical providers prior to event door times
- § To provide a summary of patients treated on site and transferred to hospital to the HSE Emergency Planning Office within one month of the event date

The Event Medical Co-ordinator will not be an active practitioner for this event and is not included in the staffing levels provided in this plan.

Should a situation arise whereby the nominated Event Medical Coordinator becomes incapable of carrying out their duties, a deputy event medical coordinator has been identified. The Event Controller and HSE Emergency Management Office will be informed of any transfer of responsibility during the event.

3.2 EVENT SITE MEDICAL OFFICER

Nominated Event Site Medical Officer – TBC

XXX has been appointed by EMS and has overall control of the clinical treatment of patients.

Duties include;

- § Be responsible for management of medical treatment on site
- § Detailing of doctors and nurses as per event medical plan
- § Be present on site at least one hour prior to gates opening to public
- § Remain on site until such as time as medical operations are stood down
- § Know the location and staffing arrangements of the ambulances, first aid posts and the medical centre as per the event medical plan
- § Be easily identifiable in a hi visibility tabard or jacket with role clearly marked on same
- § Be always available by radio and ensure any movements are made known to event medical control
- § Liaise closely with the HSE ambulance office, EMS medical co-ordinator, HSE emergency planning officer and the voluntary organisations
- § Act as the medical incident officer in the occurrence of a major emergency
- § Report to the event controller and event safety officer if required

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3.3 EMERGENCY AMBULANCES

Nominated Emergency Ambulance Service – TBC

The Emergency Ambulances have the following primary duties

- § To transport patients under the direction of the Site Medical Officer and the Event Medical Co-ordinator
- § To transfer patients, if required and directed by Event Medical Control from the first aid post to the main Medical Centre for further treatment or assessment
- § Ambulances will not enter the audience area of the event, unless in exceptional circumstances. Sirens will not be used inside or outside the event site unless clinically deemed necessary by the Event Site Medical Officer / Event Medical Control
- § Blue lights and sirens will be used as per legislation

3.4 MOBILE RESPONSE TEAMS

The primary duty of the mobile response teams will be to respond to calls for assistance in their area of responsibility and keep Event Medical Control informed of their movements and status of any patients they attend.

All medical personnel will refer to the relevant sections of this document for their duties and responsibilities.

Event Medical Control will maintain a map of the location, call signs and clinical level of all personnel. This event map will be updated throughout the event should any positions change for any medical personnel.

4. OPERATIONAL TIMINGS

Gates are advertised to be opened at 12.00 on show date as previously specified. All medical personnel will be on site from 11.00hrs and in position and ready to respond from 11.30hrs.

Stand down is expected to be granted at 00.00hrs based on the show finishing at 23.00hrs.

All event medical personnel will remain in position until the Event Medical Co-ordinator confirms stand down via Event Medical Control.

5. MEDICAL / FIRST AID PROCEDURES

All medical personnel will operate within their scope of practice as defined by the Irish Medical Council (Doctors), Nursing and Midwifery Board of Ireland (Nurses) and Pre-Hospital Emergency Care Council (Advanced Paramedics, Paramedics, EMTs and EFRs).

All PHECC registered personnel will be privileged to practice from their relevant organisation.

Alleged sexual assault individuals presenting to any event medical personnel will be treated as a priority and referred to An Garda Síochána.

5.1 REFERRALS TO AMBULANCES

The event ambulance will transport NO patient off-site without the approval from the event medical co-ordinator via event medical control. The HSE National Emergency Operations Centre (NEOC) will be contacted at the start of the event and will advise of receiving hospitals if required. The number to be used is (01) 463 3410.

Any patients who require transfer to hospital for further treatment, monitoring and/or investigation will be referred to an appropriate off-site medical facility. Please see average turn-around times below.

Any patients who require emergency care or acute non-emergency care will be transferred by ambulance staffed by a paramedic or an appropriate clinical level as directed by the Event Site Medical Officer.

Any patients who are referred to hospital / GP from the event medical team will be issued with a referral letter detailing their presentation and treatment on-site.

AVERAGE AMBULANCE TURNAROUND TIMES FOR AMBULANCES				
HOSPITAL	TRAVEL TIME	TURNAROUND TIME *	TOTAL TIME OFF SITE	CONTACT DETAILS
St Vincents Hospital	10 minutes	30 minutes	50 minutes	Emergency Department Telephone: +353 1 221 4358 Eircode: D04 T6F4 St Vincent's Hospital

* PLEASE NOTE THESE ARE APPROXIMATE TIMES AND WILL BE UPDATED NEARER TO THE EVENT DATE FOLLOWING CONSULTATION WITH NAS.

NON-EMERGENCY CASES ONLY – NO AMBULANCE TRANSFERS			
CLINIC	OPENING HOURS	REFERRALS	CONTACT DETAILS
Mater Smithfield Rapid Injury Clinic	08.00 – 18.00	Self-presenting GP referral	Telephone: +353 1 657 9000 Eircode: D07 VKP9 Mater Smithfield Rapid Injury Clinic

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5.1.1 EMERGENCY VEHICLE ROUTES

Under the management of event control the emergency vehicle routes will always be manned and every effort will be made in conjunction with An Garda Siochana and Event Security to ensure no impediment to an emergency vehicle leaving site.

5.2 REFUSAL OF MEDICAL / FIRST AID TREATMENT

In the event that an attendee who, in the opinion of the event medical team requires treatment to prevent further risk or harm, refuses medical treatment, the event medical team will contact their supervisor.

Every effort will be made by the event medical team to change the patient's mind. However, if this cannot be done, the patient will be asked to sign a Refusal-of-Treatment form, witnessed by a third party.

In the case of psychiatric illness, the patient may require involuntary admission to hospital. In this case, the decision will be made by the Event Site Medical Coordinator.

5.3 CONTROLLED

A. REQUISITIONING

Controlled drugs will be obtained by prescription from a registered pharmacy

B. SUPPLY

Controlled drugs will be supplied to the event medical coordinator by EMS Doctor, Dr. Livingston, MCRN017191(EMS Medical Director). Registered medical practitioners will be asked to sign for any controlled drugs they require during the event.

C. STORAGE

Controlled drugs will be stored in a double locked safe in the main medical centre. Access to the safe will be granted only to the registered medical practitioners employed by Event Medical Services at the event. The keys will be kept by the Event Site Medical coordinator.

D. RECORD KEEPING

All controlled drug use will be by prescription only. The prescription will be written on the patient's PCR / ACR, signed by the medical practitioner with their PHECC PIN number and double checked by another member of the event medical team. Usage of any controlled drugs will be recorded and signed by both staff members in the controlled drugs record and kept in the controlled drugs safe.

E. RETURN

Controlled drugs will be returned to the Event Site Medical Officer and Dr. Kerr Livingston at the end of the event by a medical practitioner. This return will be checked and recorded in the controlled drugs record.

F. DISPOSAL

Any unused number of controlled drugs will be disposed of safely by the medical practitioner and this disposal will be recorded in the controlled drugs record.

G. ACTION IN THE EVENT OF LOSS

In the event of loss of controlled drugs, the time, location, personnel involved (if any) and the amount of drug will be recorded in the controlled drugs record. The incident will be reported to Dr. Livingston immediately and an internal investigation will be carried out by Event Medical Services as soon as is practical. Gardaí may be requested during this process.

6. EVENT COMMUNICATIONS

6.1 COMMUNICATIONS WITH EVENT MEDICAL TEAMS

The primary method of communication among the event medical team and other event staff will be via the radio network. The event medical communications will operate on Channel TBC and will be always monitored by the event medical control.

Requests for medical assistance from stewards, security, promoters, or any other event staff should be communicated via their own control who will in turn contact event medical control. The Event Medical Controller will dispatch the appropriate medical / first aid personnel to assist.

The event medical team communications structure will be applied.

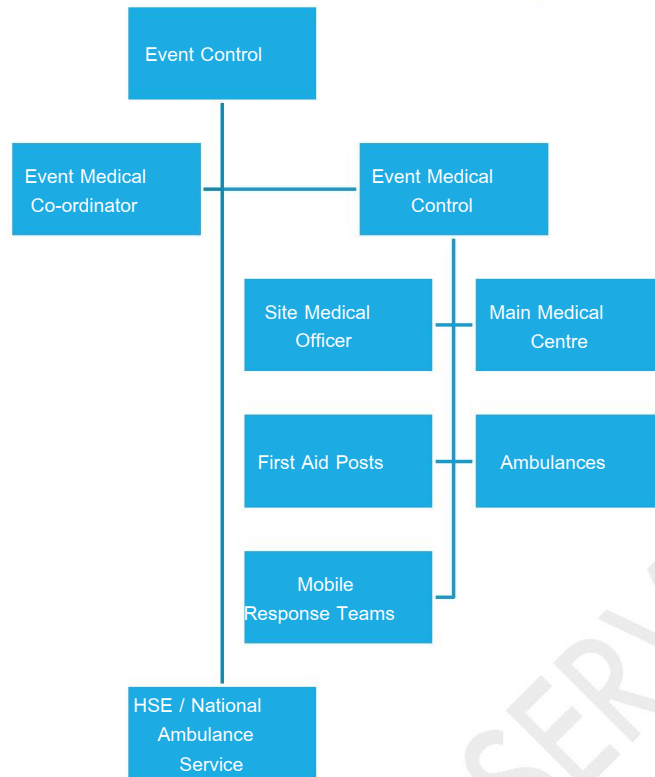


Figure 2 – Event Medical Team Communications Structure

6.2 RADIO COMMUNICATIONS SYSTEM FAILURE

Should the medical radio communications system fail at any time during the event immediate notification of this failure will be reported to the Event Controller by the Event Medical Control, who will dispatch a maintenance engineer immediately.

In the meantime, alternative means of communication will be used to include mobile phones, back up radio channels and use of stewards and Gardai to relay messages until the system is restored.

Upon restoration of the medical radio communications system, a full radio check with all medical response teams will be carried out.

6.3 COMMUNICATIONS WITH HSE NATIONAL EMERGENCY OPERATIONS CENTRE (NEOC)

On event day, event medical control will contact the HSE National Emergency Operations Centre (NEOC) at (01) 463 3410 to confirm the event is going ahead and event medical services are now operational.

Contact details will be exchanged between both parties.

NEOC will confirm if the designated hospitals are available to receive transfers. Should this status change during the event times, NEOC will notify event medical control or the Event Medical Co-ordinator.

Event medical control throughout the event will provide an update of all transports to hospital in order to facilitate monitoring of accident & emergency department ambulance activities.

Event medical control will confirm at the end of the event with NEOC when on site medical services have been suspended.

A HSE National Ambulance Services Officer may visit over the duration of the event and must report to the Event Medical Co-ordinator on arrival at the venue.

Medical assistance requests originating from inside the ticket check locations but outside of the stadium will be responded to by the event medical team following dispatch from event medical control. On receipt of such medical assistance requests, resources may be dispatched following consideration of the reduction of medical staff within the event arena and its current activity. Liaison should also take place with the statutory agencies to offer assistance and to avoid duplication of resources.

Medical assistance requests originating from household within the ticket check locations will be responded to by the statutory emergency services in the normal manner. However, contact must be made with onsite event medical control to request.

1. A response back up until arrival of the statutory emergency services
2. Assistance from event control for ease of access to the incident

If the National Ambulance Service (NAS) receives a 112/999 call from an attendee at the event, the NAS Ambulance Controller may contact the Event Medical Control to inform them of the request for assistance. A joint decision will be made whether the NAS Ambulance or the event medical team (most likely) is the appropriate medical responder.

6.4 SIGNAGE

All medical / first aid locations will be clearly sign posted and marked on the event map. Signage will be as per the Event Plan. All stewards are familiar with the location of First Aid Posts.

All medical / first aid personnel will wear hi visibility outer clothing with their role / ID clearly displayed.

Medical / first aid vehicles such as ambulances, buses and 4x4 jeeps will be clearly labelled and outlined with the appropriate hi visibility Battenberg markings.

7. INFECTION CONTROL & ENVIRONMENTAL HEALTH

7.1 INFECTION CONTROL

All event medical personnel will follow standard universal precautions to reduce the risk of acquiring infectious diseases. Alcohol hand-gel and gloves will be available to all personnel. Each organisation is responsible for ensuring that their staff are wearing the correct PPE and will be overseen by the Event Medical Co-ordinator.

7.2 CLINICAL WASTE

All at-risk waste will be disposed of by event medical personnel in clearly marked yellow bags or yellow sharps bins. Arrangements for offsite disposal of clinical waste will be as per existing protocols of the organisations providing event medical services.

7.3 ENVIRONMENTAL HEALTH CONSIDERATIONS

John Keogh Safety & Val Entertainment Agency have liaised with the Council to ensure the availability of safe drinking water and sanitary facilities for attendees and staff on site.

8. MAJOR EMERGENCY / SERIOUS INCIDENT PLANS

Should a situation develop at the event that necessitates the declaration of a major emergency this will be confirmed by an authorised officer of one of the Principal Response Agencies (PRAs). The Event Medical Co-ordinator will commit all medical assist and resources to support the HSE Controller of Operations.

8.1 EVACUATION PROCEDURES

In the event of an evacuation all exits from the venue are clearly signposted.

Evacuation will be controlled by the event stewards, event security and An Garda Síochána. Included in the event handbook is a number of Egress Plan scenarios. All event medical personnel will be advised to review and become familiar with same prior to doors opening.

In the event of an evacuation of the first aid posts and medical centre, all patients, medical personnel, and resources will be relocated to the nearest post or ambulance away from the incident if the rest of the venue is unaffected. If this is not possible, a secondary location will be decided by the Event Medical Co-ordinator and An Garda Síochána, if the rest of the venue is compromised.

All existing medical & first aid personnel on site will fall back to the nearest first aid post or nearest Ambulance to them and will report into event medical control.

The event medical team members will remain at their assigned posts until re-assigned by event medical control.

In the event of a major medical incident, all medical / first aid activities will follow the guidelines as set out by Pre-Hospital Emergency Care Council (PHECC) and the Major Incident Medical Management and Support (MIMMS) training program.

8.2 MAJOR INCIDENT COMMUNICATIONS

All communications for event medical teams are supervised and controlled by the event medical control team situated in the event control room. In the event of an incident occurring that has the potential to disrupt the normal operation of the event or could affect the safety of anyone in the venue a [CODE](#)

WORD WARNING MESSAGE will be repeated over the public announcement system and medical personnel will be notified via radio communications on the precise nature of the incident.

An example of a Code Word Warning Message is:

"This is a stadium announcement. Can the Reverend Edmund O'Donnell please contact the stadium office".

Under the direction of An Garda Siochana, the Event Controller and Event Medical Co-ordinator, the event medical control team will direct all onsite medical personnel to go to the nearest first aid post or ambulance as identified on the site map. The Current Recognised Situation Log will be updated to confirm the onsite medical services at that time.

In the event that the situation is resolved before patrons and attendees are instructed to leave the venue, a **STAND DOWN MESSAGE** will be broadcast over the public announcement system.

An example of a Stand Down Message is:

"This is a Stadium Announcement. The Reverend Edmund O'Donnell has left the stadium".

The confirmed event 'Code Word Warning Message' and 'Stand Down Message' will be included in the event safety plan distributed to onsite personnel prior to the doors opening.

Should the venue public address system fail, loud hailers will be issued to those in the affected areas.

9. CROWD ISSUES & UNACCOMPANIED

MINORS

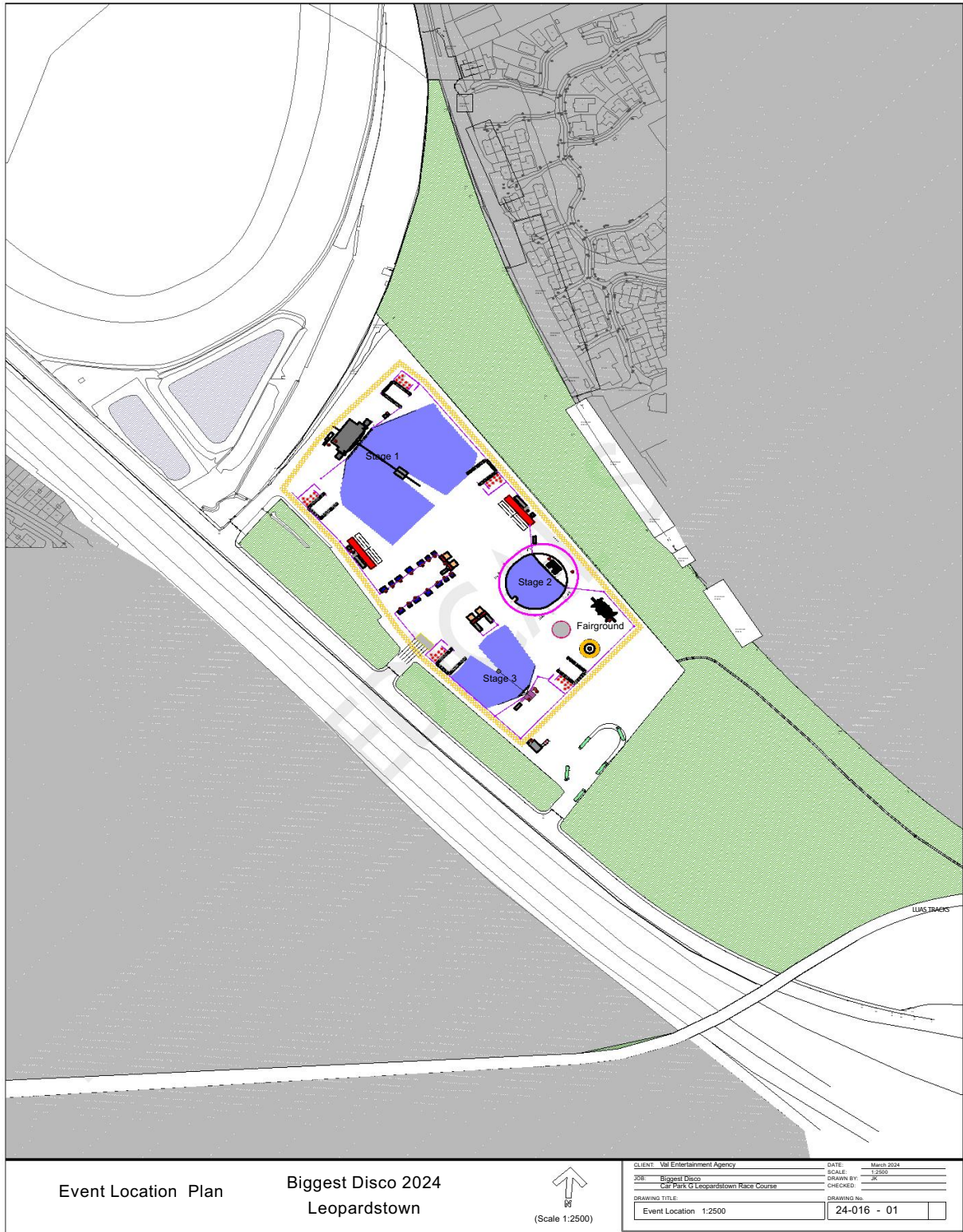
9.1 CROWD DENSITIES

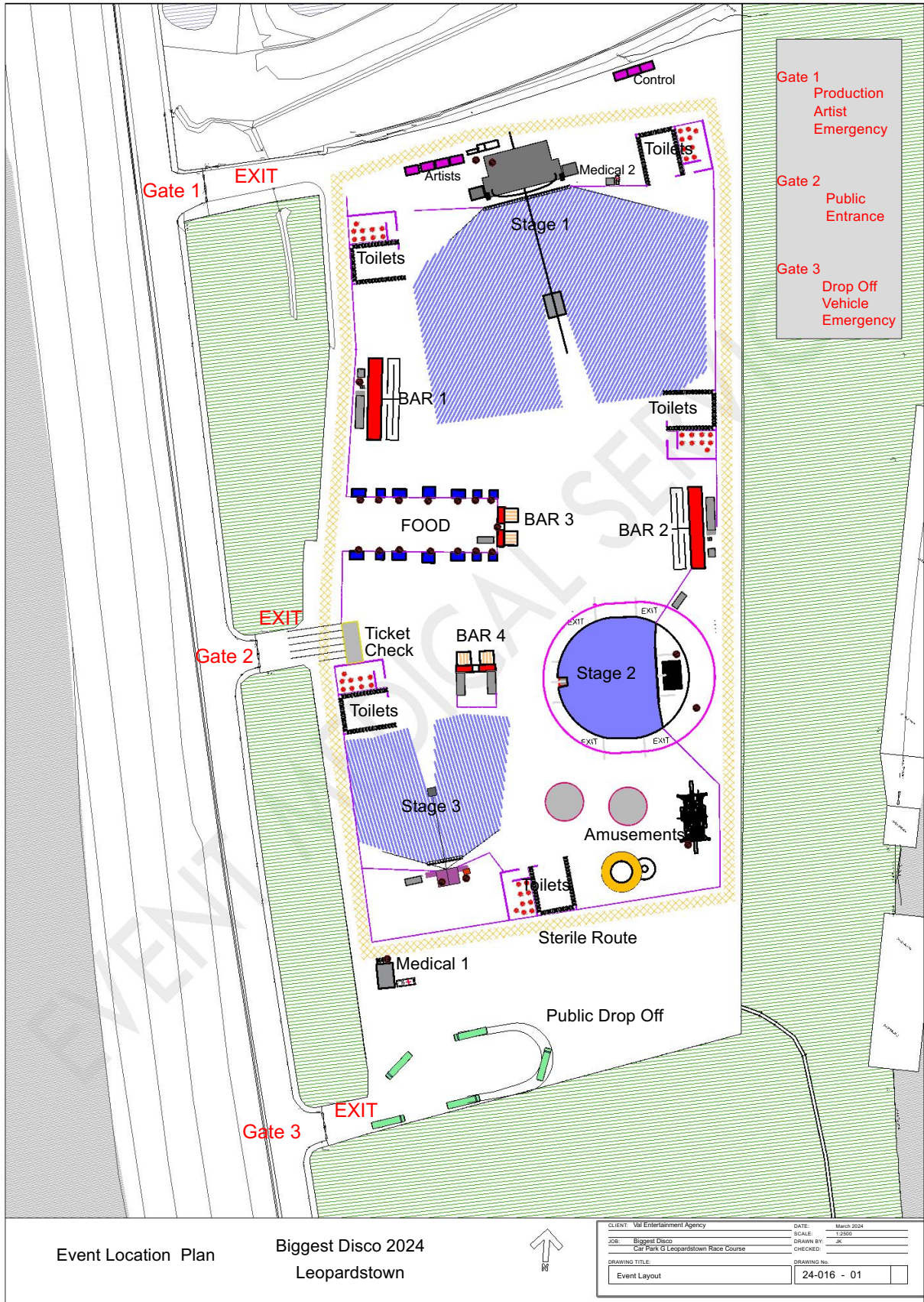
The nature of the event allows for the crowd to be dispersed throughout the arena and all adjoining areas. Please refer to the Event Plan for further details.

9.2 UNACCOMPANIED PERSONS

Assessment and treatment of unaccompanied unconscious patients will follow normal guidelines as set out by the Irish Medical Council (Doctors), Nursing and Midwifery Board of Ireland (Nurses) and Pre-Hospital Emergency Care Council (Advanced Paramedics, Paramedics, EMTs and EFRs) until a next-of-kin can be contacted.

10. EVENT PLANS, MAPS, DIAGRAMS AND CHARTS (as per Event Management Plan)





REFERENCE

S

A Framework for Major Emergency Management, 2006. A Framework for Major Emergency Management, Dublin: Department of Environment, Heritage and Local Government.

Code of Practice for Safety at Outdoor Pop Concerts and Other Outdoor Musical Events, Dept of Education, January 1996

Health & Safety Executive 1999

Key planning recommendations for mass gatherings in the context of COVID-19. Interim Guidance. World Health Organisation (WHO). 29th May 2020

Major Incident Medical Management and Support – Pre-Hospital Emergency Care Council Clinical Practice Guidelines 2017 Edition

Pre-Hospital Emergency Care Council (PHECC)

The Event Safety Guide (The Purple Guide)

The Event Safety Alliance Reopening Guide for Event Professionals During the COVID-19 Pandemic. Edited by Steven A. Adelman

Guide to Safety at Sports Grounds, Sports Grounds Safety Authority, 2018. 6th Edition.