

Medical Arrangements



Medical Arrangements

The Health & Safety (First Aid) Regulations 1981 require all employers, including event organisers, contractors and the self-employed to provide appropriate equipment, facilities and personnel to ensure their employees receive immediate attention if they are injured or take ill at work.

Although these regulations place no legal duty on event organisers to supply first aid to non-employees (such as attendees), it is strongly recommended by the Health & Safety Executive and as a result of this, Aberdeen City Council have made it a condition of the use of the land.

The level of medical cover required, including the number of first aiders, specialist training requirements, dedicated ambulance provision, the type of facilities made available and the equipment required to treat patients, will depend on the outcome of the event's assessment of medical needs.

Aberdeen City Council recommends that a competent person or supplier is engaged by the event organiser at the early planning stages to carry out this assessment on their behalf. Service providers such as the British Red Cross, Scottish Ambulance Service, St Andrews First Aid and other specialist suppliers may carry out these assessments if they are engaged to provide medical cover for the event.

Considerations for the event's assessment of needs may be:

- The format of the event
- The number of people attending
- Event activity
- The likelihood of alcohol consumption or drug taking
- The crowd dynamic and anticipated behaviours
- Activities and entertainment provided
- The likelihood of incidents occurring
- The impact of incidents occurring (death, major or minor injury etc.)
- The history of the event
- The measures in place to reduce risk and care for attendees

The assessment of needs for events of scale, or ones which have specific risks associated with them, may show that there is a requirement for the event organiser to arrange for Ambulance cover.

This process and the outcome of the assessment of needs will have interdependencies with the event's communication plan, risk assessment, contingency plan as well as event control arrangements.

Event organisers should ensure they are comfortable that the medical supplier(s) are competent, have the appropriate qualifications, equipment and support to cover the event sufficiently and that the contracted supplier understand their responsibilities, the event's protocols and site rules.

To give comfort that the contracted supplier is competent, organisers may decide to use an experienced supplier such as the British Red Cross or St Andrews First Aid, as these companies have policies to ensure that their staff and volunteers are PVG checked / vetted, suitably trained and provided with the correct equipment needed for the risks of the proposed event.

Alternatively, organisers may utilise a member of their group or organisation to cover the first aid requirements or may contract a private contractor to fulfil this need. As a minimum first aiders should hold a valid certificate in Emergency First Aid (1 day) or First Aid at Work (3 days), certificate. As well as holding the appropriate certificate first aiders should be:

- Willing to carry out the role of first aider
- Experienced in dealing with similar incidents as those which could potentially occur at your event
- Able to carry out assessments and recognise common conditions and symptoms
- Able to remain focused, calm and confident in an emergency
- Reliable
- Physically able to carry out their duties including the handling of patients
- Allocated no other duties at the event*
- Working in pairs
- PVG checked / vetted

*In most circumstances first aiders should not have a dual role as they need to be available to respond to incidents and accidents without delay.

Aberdeen City Council's advice for event organisers is to vet their suppliers by requesting evidence of their training, experience, suitability to work with children or vulnerable groups and insurance before contracting them to work at the event.

It is important that consideration is given to the coordination of the medical support on-site and the communication systems should allow staff to work efficiently as part of the event management team. Information and guidance of communications can be found [here](#).

Medical staff should work through the event communication chain from discovering an incident, how first aid support will be requested, how this request will be handled and communicated to the first aiders on the ground and how information will be fed back to Event Control / Event Organiser to allow them to allocate further resources or make operational decisions as required.

Further Reading

[HSE First Aid](#)

[HSE First Aid Legislation](#)

Mandatory Condition:

All events must satisfy Aberdeen City Council and the Safety Advisory Group that their medical cover is appropriate for the risks presented by their event.

Accident Reporting

If an accident does occur at an event, then there may be a legal obligation for this to be recorded. This requirement falls under Reporting of Injuries, Diseases and Dangerous Occurrences (RIDDOR) which states that the event organiser, or their representative, has to report certain accidents, incidents and near misses to the Health & Safety Executive. Information on the types of accidents, incidents and near misses can be found [here](#).

It is also important for Aberdeen City Council to be notified of any accidents, incidents or near misses at events which operate on council land.

Mandatory Condition:

All incidents, accidents and near misses should be reported to Aberdeen City Council and the Health and Safety Executive if reportable under RIDDOR.