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Campdraft Guidelines

Provision of First Aid, Ambulance
and Medical Services at Australian
Campdraft Association Inc. Events



Document History

Version Number	Date Approved	Approved By	Brief Description
01.00	09 & 10 August 2014	Management Committee	Initial adoption of Policy
01.01	14 October 2014	Management Committee	Page 2, insert words "Medical Service Provider" Page 8; insert words "- Local Draft Committee to forward a copy to the ACA office."
01.02	29 October 2014	Operations Manager	Formatting changes to suit proposed ACA Branding Specifications
01.03	8 & 9 August 2015	Andrew Stallmann Ian Atthow	Under heading: Accreditation of the medical service provider Level 1 Medical Service Provider Point 3 updated. Updated names of Medication under Appendix 2



Event planning and medical services

The Australian Campdraft Association Inc. (ACA) has authorized the engagement of medical service providers (first aid providers) who meet certain criteria outlined in this policy.

NOTE: The provision of medical services can include any state provided ambulance service.

At campdraft events, it is up to individual campdraft committees to engage a Medical Service Provider either:

1. a medical service provider that meets the minimum standard set by the ACA, or
2. the state provided ambulance service.

All events

Prior to the event, where the medical service provider is not a state provided ambulance service, the medical services provider must notify the state provided ambulance service and local hospital emergency department, of their presence at the event.

NOTE: A representative from the campdraft committee can provide notification to these agencies on behalf of the medical service provider.

The medical service provider must supply, and carry a means of communication with them at all times. This can include (but is not limited to):

- A two way radio for communicating with committee members/secretary on site.
- A mobile phone for communicating with state provided ambulance service (NOTE: a dedicated satellite phone is the preferred option for isolated areas).

The medical service provider must be on site at all times whilst competitors are competing.

The medical service provider must have unimpeded access to the arena at all times

Campdrafts

All campdrafting events must have a minimum of a Level 1 medical service provider present.

There may be events where a higher level of support (Level 2) may be justified and desirable and a framework is provided as guidance in this policy, refer to Appendix 5.

Youth camps, starter clinics, judges clinics

All events must have a minimum of a Level 1 medical service provider present during the running of the campdrafting component.

The medical service provider may or may not be compulsory for non-campdrafting components of the event.



Accreditation of the medical service provider

Campdraft committees must use a service which meets the minimum accreditation requirements of the ACA.

The ACA shall endeavor to maintain a register of accredited Level 1 medical service providers.

Level 1 medical service provider

Level 1 medical services must not be provided by an individual. Medical services must be provided by an organization that meets the following criteria:

- 1) The medical service provider must provide equipment which meets the minimum standard identified in Appendix 1.
- 2) The medical service provider must include **at least one person** who holds a Certificate II in Emergency Medical Service First Response, or higher qualification.
- 3) The Medical Service must ensure that where necessary any drugs required at the event, have appropriate licensees or approval granted by the relevant State Department of Health.
- 4) The medical service provider must be appropriately insured to provide first aid, and must hold both professional indemnity and public liability insurance and provide proof of such insurance to the ACA.
- 5) If the medical service provider is unavailable or occupied at any point during the event, the event must be stopped until such time as the medical service provider becomes available or is in a position to indicate all clear to the campdraft to proceed.

Level 2 medical service provider

Level 2 medical services must not be provided by an individual. Medical services must be provided by an organization that meets the following criteria:

- 1) The medical service provider must provide a qualified ALS Paramedic or equivalent, who is approved for use of pharmacology by the State Health Department, an ambulance, medical equipment and first aid supplies as meets the minimum standard identified in Appendix 2.
- 2) The medical service provider must include **at least one person** who holds a Diploma of Paramedic Studies Ambulance (equivalent or higher qualification) that includes advanced life support skills and capability.
- 3) The medical service provider must be licensed/authorised by the State Department of Health or relevant statutory health authority to administer pharmacology listed in Appendix 2.
- 4) The medical service provider must be appropriately insured to provide first aid, and must hold both professional indemnity and public liability insurance and provide proof of such insurance to the ACA.
- 5) If the medical service provider is unavailable or occupied at any point during the event, the event must be stopped until such time as the medical service provider becomes available or is in a position to indicate all clear for the campdraft to proceed.



Appendix 1 - Level 1 medical service provider

Minimum equipment standard:

A first response kit in a portable bag or case for immediate emergency response, containing the following items:

Equipment:

- Resuscitation mask x 1
- Fabric or plastic dressings (band aids) x 20
- Adhesive tape x 1
- Scissors x 1
- Tweezers x 1
- Disposable gloves x 3 pairs
- Sterile gauze swabs x 10
- Sterile saline x 5
- Non-adherent dressing 5cm x 2
- Non-adherent dressing 10cm x 2
- Crepe bandage 5cm x 2
- Crepe bandage 7.5cm x 2
- Crepe bandage 10cm x 1
- Triangular bandage x 1
- Combine dressing 10cm x 5
- Combine dressing 20cm x 1
- Instant disposable ice pack x 2 (or access to ice at event)
- First aid patient record
- Spine boards and cervical collars to fit the range of competitors (ie an adult and pediatric multi-size collar, or a set of collars of different sizes)
- Fracture immobilizer equipment
- A scoop stretcher or lifting frame which enables a casualty to be immobilized and moved in an emergency
- Medical oxygen, with masks suitable for therapeutic oxygen administration, and a bag mask resuscitator suitable for emergency resuscitation.
- Defibrillator
- Blood pressure device
- Stethoscope

Medication (following relevant State guidelines):

- Methoxyflurane inhalers
- Asthma medication
- Adrenalin auto injector (at least one adult)
- Paracetamol (S2 pain medication)

All medications carried by the medic need to be authorized under the relevant State Health Department license and approved under authority to practice issued to the medic by the Medical Service.



Appendix 2 - Level 2 medical service provider

Minimum equipment standard:

All the equipment specified in Appendix 1 above, plus:

Additional equipment:

- Optional ambulance fully equipped to ambulance standards.
- ECG's and cardiac monitoring
- Oxygen resuscitation
- Advanced airway management including laryngeal masks and intubation equipment if an intensive care paramedic is available.
- Airway obstruction, laryngoscopes, Magill forceps and suction

Additional medication (to enable the Paramedic to provide the full range of advanced life support care). All medications inclusive with standard medications carried by the medic need to be authorized under the relevant State Health Department license and approved under authority to practice, issued to the medic by the Medical Service.

- IV cannulation and fluid therapy
- Drug therapy
- Pain relief
- Adrenaline
- Morphine
- Ventolin aerosol and Ventolin IV
- Naloxone
- Metaclopramide
- Methoxyflurane
- Glucagon
- Atropine
- Saline
- Midazolam
- Lasix
- Glyceryl trinitrate



Appendix 3 - Qualifications

First responder

Qualification description: HLT21112 Certificate II in Emergency Medical Service First Response

This qualification covers workers who provide first response care in line with Australian Resuscitation Council Guidelines. This involves provision of first aid care. Occupational titles may include:

- Community based first responder
- Volunteer first aider
- Emergency medical responder
- EMS first responder
- Workplace first responder

Competency Qualifications: 9 units of competency are required, including: 6 core and 3 elective units.

Essential Units of Competency for Remote Events	Mandatory
Core units	
BSBWOR203B Work effectively with others	Yes
HLTFA311A Apply first aid	Yes
HLTFA412A Apply advanced first aid (Note pre-requ: HLTFA301C)	Yes
HLTHIR301C Communicate and work effectively in health	Yes
HLTIN301C Comply with infection control policies and procedures	Yes
HLTWHS200A Participate in WHS processes	Yes

Relevant electives	
BSBMED301B Interpret and apply medical terminology appropriately	Optional
CHCAC318B Work effectively with older people	Optional
CHCCS400C Work within a relevant legal and ethical framework	Optional
CHCDIS301C Work effectively with people with a disability	Optional
HLTAMBFC301D Communicate with clients and colleagues to support health care	Yes
HLTAMBT301B Transport non-emergency clients under operational conditions	Yes
HLTAP301B Recognise healthy body systems in a health care context	Optional
HLTFA302C Provide first aid in remote situation	Yes



Paramedic

The table below is to provide information regarding the qualifications of a paramedic they may be engaging.

Subject	Detail Minimum standard
Advanced Care Paramedic (ACP)	<p>A degree or Diploma in Paramedical Science or equivalent, which is equivalent to or aligned to the applicable State Ambulance Service Advanced Care Paramedic (ALS) standards.</p> <p>Competency in advanced care procedures and drug therapy.</p> <p>At least 3 years experience as a paramedic in a pre-hospital care, emergency environment.</p>
Intensive Care Paramedic (ICP)	<p>Advanced Diploma or higher qualification in Intensive Care Paramedical Practice or equivalent, or an Australian ambulance service jurisdiction.</p> <p>Competency in intensive care procedures.</p> <p>A minimum of 5 years experience as a paramedic in the pre-hospital care/emergency environment with a minimum of 2 years full-time as a qualified intensive care paramedic or equivalent.</p>



Appendix 4 - Check list for providers

Clinical quality standards and statutory compliance

Any organization conducting an event should adopt a duty of care approach that is based upon the hazards and risks involved in the event or activity.

The organization conducting an event should ensure their provider has the following:

Medical Service Provider - Checklist of Standards	Yes/No
Risk assessment applicable to Medical Service provision.	
Emergency response plan.	
Event Medic qualifications and resumes provided.	
Copy of Drug license certificate / Drug authority and a list of drugs that will be provided for the event.	
Professional Indemnity Insurance certificate of currency.	
Public liability Insurance certificate of currency.	
Medical directors / Duty Officer name and contact details.	
An authority to practice from the designated medical director of the private company provider in accordance with the applicable State Health Department authority to carry and administer medications and conduct ambulance services.	
Full list of Protocols, Guidelines and Pharmacology approved by the designated medical director for use by the medic.	
First Aid records kept in accordance with the medical service privacy policy and applicable Privacy Legislation.	
Report of event, patients attended – Local Draft Committee to forward a copy to the ACA office.	
Emergency plan	
In remote areas where the state ambulance is not nearby, consider the requirement of an ambulance type vehicle OR appropriate area to be provided to allow a space for secure, appropriate and private patient care until transport arrives to take over patient care	
Communication capabilities applicable to event location to allow the responding of appropriate state emergency service/s as required and for medic to contact their own duty medical officer.	



Appendix 5 - Suggested guideline for events

Decision table

Event duration	Ambulance nearby?	Hospital nearby?	Event Size Small/ Medium/Large	Recommended requirement
1 Day	Yes	Yes	Small to Medium	<ul style="list-style-type: none"> • State Ambulance Service or 1 x First Responder (Level 1 Medical Service) • Equipment as specified
2-3 Day	Yes	Yes	Small to Medium	<ul style="list-style-type: none"> • State Ambulance Service or • 2 x First Responder (Level 1 Medical Service) • Equipment as specified
1-3 Days	Yes	Yes	Large	<ul style="list-style-type: none"> • State Ambulance Service or 2 First Responder (Level 1 Medical Service) • Equipment as specified • A first aid area or room for treatment on site.
1 Day	No	No	Small to Medium	<ul style="list-style-type: none"> • State Ambulance Service or Paramedic (Level 2 Medical Service) to be assisted by 1 First Responder (Level 1 Medical Service) • Equipment as specified • 1 x Medically equipped transport vehicle #
2-3 Day	No	No	Small to Medium	<ul style="list-style-type: none"> • State Ambulance Service or Paramedic (Level 2 Medical Service) to be assisted by 1 First Responder (Level 1 Medical Service) • Equipment as specified • 1 x Medically equipped transport vehicle # • A first aid area or room
1-3 Days	No	No	Large	<ul style="list-style-type: none"> • State Ambulance Service or Paramedic (Level 2 Medical Service) to be assisted by 1-2 First Responder (Level 1 Medical Service) • Equipment as specified • 1 x Medically equipped transport vehicle (consider a 2nd vehicle for evacuations if state ambulance is not available) # • A first aid area or room

Note State requirements regarding transporting of Patients