



EQUESTRIAN
QUEENSLAND

FIRST AID POLICY & PROCEDURE

Policy Area: Risk Management

Policy Number: EQ 0003

Effective Date: October, 2002

**First adopted October, 2002
Revised 25 February, 2016
Adopted 29 February 2016**

Accidents can and do happen at Horse Sports Events. If they do, they have the potential to expose Organizers to risk and liability if it can be shown that a competition was permitted to proceed in bad weather or if the first aid procedures in place were insufficient and therefore contributed to the severity or complications of an injury. From a public liability standpoint and to protect the Club and its members, the Organizing Committee should have specific guidelines in place that can deal with situations that could lead to accidents and procedures set in place for deciding who is to render medical care. This is not an issue that can be set in stone, rather guidelines which should be followed.

Responsibilities required for EQ Event Organisers are spelled out in General Branch By-Laws.

G9 *The Event Organising Committee for all events conducted pursuant to the Rules of the Equestrian Federation of Australia, excepting where those Rules specify that an event is required to have a higher standard of First Aid or Medical Attention (for example, the Cross Country Phase of Eventing competition), shall ensure that the event is supplied at all times with an approved standard of First Aid equipment (that is, First Aid Kit) and at least one qualified Red Cross, St Johns or Sports Medicine Australia First Aid provider or equivalent at a Level 2 Standard or higher. The Event Organising Committee for all events conducted pursuant to the Rules of the Equestrian Federation of Australia shall ensure that an appropriate Emergency Procedure and Emergency Contact Details are readily available in the event organisers office and are kept on display in a suitable location, such as the Public Address point. The Event Organising Committee for all events conducted pursuant to the Rules of the Equestrian Federation of Australia shall ensure that an accurate record is kept of all incidents requiring First Aid treatment and that this record is kept by the Club for a minimum of five years as required by Federal Legislation."*

All disciplines require a Trained First Aid Officer to be present for the duration of their events. This Officer's sole responsibility should be First Aid and should not be given another job / task. If the Officer has not arrived or has to leave the area, it is recommended that the event cannot commence / continue until the Officer is present. It is recommended that the Officer is a professional First Aid Officer due to insurance and liability issues. Under no circumstances should persons not medically accredited be permitted to handle any part of the accident situation. All accidents in irrespective of severity should be reported and a record should be kept in secure files within the Club.