

## SERIOUS INCIDENT MANAGEMENT PLAN- (SIMP) - for activities other than Eventing

### Name of Event:

### Introduction-

The SIMP is intended to prepare the SIMP team for immediate action if a serious accident relating to horse or rider occurs at the (event). \_\_\_\_\_ . A serious incident impacts on the sport and should be handled in a consistent way that avoids speculation and misinformation.

The SIMP is designed to be:

- a quick reference to setting up the SIMP Team before the competition starts and
- a guide to procedures in handling the serious incident and
- assistance in issuing initial press statements and reporting protocols

### Setting Up SIM Team

The SIM team must be comprised of persons capable of remaining calm and detached. The team will meet the day before / morning of to discuss and coordinate the procedure of the logistical arrangements in the event of a serious accident.

- The Ground jury and other event officials will be briefed on the SIMP and the organisational arrangements.
- All meetings will take place in the (location)\_\_\_\_\_.
- Laminate cards with all SIM Team member contact details will be distributed.

### SIM Team 2023

Function	Role	Name	Telephone number
Senior rep of the OC	Head of SIMT		
Provide input as necessary and assist in development of plan.	Technical Input (Judge/Official)		
Supervise medical response appropriate for athletes	Medical officer		
OC Manager of Veterinary Response	Veterinary Delegate		
OC Family/Rider Support	Support Person		
OC Press Liaison	Media Responses		
Secretary	Manages collection of information		
SJ Coordinator	Discipline Convenor		
Dressage Coordinator	Discipline Convenor		
Show Horse Convenor	Discipline Convenor		
Crash Crew (Vehicle with Horse Float attached and Vet screen & Gazebo)	Crash Crew Leader		
Delegate to escort Queensland Ambulance Service to site of accident	Coordinator		

The role of the SIM Team is to – prepare and implement the action plan.

- a) Complete the briefing
- b) Identify actions to trigger SIMP
- c) Confirm the logistical action required (refer table below)
- d) Post-accident people support
- e) Convene a SIM Team meeting
- f) Press conference- media release
- g) Debrief- Report to IQ

**ACTIONS TO TRIGGER SIMP – SHOW JUMPING**

ACTION	PERSON RESPONSIBLE
If the rider or the horse do not stand up- Medical and/or Veterinary assistance is called for by radio	
Notify Head of SIM Team	
Head of SIM Team to monitor situation	
Doctor and Paramedic to attend the fall	
Vet, if required, to attend the fall (VET ON CALL)	
If the Medical and/or vets report that there will be a prolonged delay, advise head of SIMT	
Head of SIMT to invoke SIMP on advice from medical/vets	
Support family and supporters	
OC Support to escort Queensland Ambulance Service to site of accident	
Horse Ambulance contacted to attend if required	

**ACTIONS TO TRIGGER SIMP – SHOW HORSE**

<b>ACTION</b>	<b>PERSON RESPONSIBLE</b>
<b>If the rider or the horse do not stand up- Medical and/or Veterinary assistance is called for by radio</b>	
<b>Notify Head of SIM Team</b>	
<b>Head of SIM Team to monitor situation</b>	
<b>Doctor and Paramedic to attend the fall</b>	
<b>Vet, if required, to attend the fall (VET ON CALL)</b>	
<b>If the Medical and/or vets report that there will be a prolonged delay, advise head of SIMT</b>	
<b>Head of SIMT to invoke SIMP on advice from medical/vets</b>	
<b>Support family and supporters</b>	
<b>OC Support to escort Queensland Ambulance Service to site of accident</b>	
<b>Horse Ambulance contacted to attend if required</b>	

**ACTIONS TO TRIGGER SIMP – DRESSAGE**

<b>ACTION</b>	<b>PERSON RESPONSIBLE</b>
<b>If the rider or the horse do not stand up- Medical and/or Veterinary assistance is called for by radio</b>	
<b>Notify Head of SIM Team</b>	
<b>Head of SIM Team to monitor situation</b>	
<b>Doctor and Paramedic to attend the fall</b>	
<b>Vet, if required, to attend the fall (VET ON CALL)</b>	
<b>If the Medical and/or vets report that there will be a prolonged delay, advise head of SIMT</b>	
<b>Head of SIMT to invoke SIMP on advice from medical/vets</b>	
<b>Support family and supporters</b>	
<b>OC Support to escort Queensland Ambulance Service to site of accident</b>	
<b>Horse Ambulance contacted to attend if required</b>	

## CONTACT DETAILS OF OTHER KEY PERSONNEL TO ASSIST WITH LOGISTICS

Role	Name	Contact No.
Event Secretary Office		
Horse Ambulance		
Police		
Veterinary Hospital		
Veterinarian		
Air Ambulance (emergency + app) GPS coordinates		
Supervise Veterinary response for horse		
Landowner		

### Human Fatality

In the case of a human fatality (competitor or key personnel) occurring during any phase of the competition at the venue, it is the decision of the Organising Committee to cancel the competition.

In addition to actions triggering SIMP listed above:

- No Statements information must be provided other than through media liaison.
- Police must be notified immediately, they will notify next of kin (if not present).
- Names and addresses of witnesses should be gathered immediately and provided to Police.
- Head of the SIM Team will notify: EQ 0413 291 465
- A member of the SIM Team will attend the hospital and be a link to OC and SIM Team.
- Consider if there is a need for a press conference in consultation with EQ and the OC.

### Horse Fatality

- Horses must be swabbed, please contact EQ CEO for further advice 0413 291 465.
- Advise venue

### DEBRIEF Process

After compilation of statements, video footage and photos an investigation panel will meet.

### Information to be Collected for Investigation

For guidance on information to be obtained Refer to Annexure A of the SIMP (attached)

### Formal Debrief Protocol

Prior to the start of the event as part of the SIMP, the membership is at the discretion of the Committee but may include those with expertise in event organisation, a judge, an official, a TD, a Vet, a Doctor, trainers or retired riders.

## MEDIA COMMUNICATION

In the event of a serious incident a directive will be given to ALL officials and members of the OC that:

**No statements, either verbally or in writing, should be made to press/or any third party unless authorised by the Head of the SIM Team and the SMT/ EA Press officer. All statements must be signed off by the SIMT.**

## Annexure A

### Collection of Information

The report and information collected will be sent after the event to EA and FEI Eventing Department.

#### Information to be collected

- Photos of fence (including take-off, landing) measurements
- Photos of tack and equipment on horse
- Information and/or photos of equipment of rider (Protective headgear, body-protector)

### Information to be established

#### 1. Rider or public fatality/serious injury

Mr/Mrs/Miss \_\_\_\_\_ Name .....

First name \_\_\_\_\_ Age \_\_\_\_\_ Nationality .....

From where? .....

Based where? .....

married? Yes \_\_\_\_\_ No \_\_\_\_\_

children? Yes \_\_\_\_\_ No \_\_\_\_\_ if Yes, how many? \_\_\_\_\_

#### 2. Horse

Name \_\_\_\_\_ Age \_\_\_\_\_ gelding - mare - stallion

Owner \_\_\_\_\_

#### 3. Additional information

Vet attending \_\_\_\_\_

Doctor(s) attending \_\_\_\_\_

Fence judge(s) \_\_\_\_\_

#### 4. Nature of incident

Time occurred \_\_\_\_\_

Fence number/area (eg: grandstand) \_\_\_\_\_

What happened? (fact, not hearsay) \_\_\_\_\_

How many injured? \_\_\_\_\_

#### 5. Injuries

Rider \_\_\_\_\_

Horse \_\_\_\_\_

Member of public \_\_\_\_\_

#### 6. How is incident being handled?

Hospital name \_\_\_\_\_

**7. Have witness statements been taken?** \_\_\_\_\_

**8. Background**

How many horses had cleared fence prior to incident? \_\_\_\_\_

Had this rider cleared the fence earlier on another horse? \_\_\_\_\_

How many completed the course? \_\_\_\_\_

How many first timers had completed the course prior to the incident? \_\_\_\_\_

How many riders had retired? \_\_\_\_\_

**9. Other consequences - NB: not for media publication**

Cause \_\_\_\_\_

\_\_\_\_\_

Whose fault \_\_\_\_\_

Any breach of safety? \_\_\_\_\_

Check whether the rider has won any prizes on another horse which could be involved in the prize-giving

**10. Prognosis**

**If injuries, what is result?** \_\_\_\_\_

**Veterinary Information For all Eventing Events:**

***In the event of an on-site incident involving an equine fatality, information must be provided to the EQ CEO immediately or as soon as is practicably possible, giving full details of the incident.***

***This is in addition to the requirement to complete and send the equine fatality section of the EA Form 08 Incident Report, as there is a 12-hour window for this, and the initial information needs to be provided straightaway.***