

# **ODE SERIOUS INCIDENT MANAGEMENT PLAN** (25/10/2021)

## **Purpose**

To be activated in the event of a rider or horse fatality, or a serious rider injury once the competition has commenced. The purpose is to standardize the management of crisis situations ensuring best possible outcomes for all involved.

Club must complete the information below, prior to the event:

## **Serious Incident Management Team (SIMT)**

Team Members	Name	Contact
<b>Serious Incident Team Manager (SITM)</b>		
<b>Technical Delegate</b>		
<b>Press Officer</b>		
<b>Secretary</b>		
<b>Vet</b>		
<b>Family Liaison</b>		
<b>Runner</b>		
<b>Fence Repair Crew</b>		
<b>Horse Welfare</b>		
<b>Cross Country Controller</b>		
<b>Emergency float</b>		
<b>Event GPS Coordinates</b>		

The SIMP is activated by the TD.

and convenes at the secretary's tent/cabin.

## **Procedure for major horse injury or death**

1. Cross country Jump judge/ Show jump judge/Dressage judge calls in crisis over radio.
2. **Cross Country controller/ Jump judge/Dressage Judge** stops all other competitors and removes them from situation.
3. **TD** to alert and activate SIMT.
4. **SITM** or **Cross Country controller** ensures **fence Repair crew** attends scene with screens to place around accident site.
5. **Secretary** to phone vet who will attend scene with horse ambulance located at central location.
6. **Ambulance** alerted via radio call Radio to attend rider at the scene (even if no visible injury).
7. Horse removed from scene as soon as practical.
8. **Fence Repair Crew** ensure the safety of area to recommence competition.
9. Appropriate witnesses such as jump judges taken to **secretary's** office, by **Runner** to give independent statements.
10. **SITM** to organise replacement judges with assistance of other SIMT members.
11. **TD** recommences the competition.

## **Procedure for major rider injury or death**

1. Cross country Jump judge/ Show jump judge/Dressage judge calls in crisis over radio.

2. **Cross Country controller/ Jump judge/Dressage Judge** stops all other competitors and removes them from situation. Initiates **first aid** as able.
3. **Ambulance** alerted via radio to head to the scene.
4. **TD** to alert and activate SIMT.
5. **SITM** assures **Fence Repair Crew** attend scene with screening material to screen off accident site.
6. Witnesses taken to **secretary's** office for individual statements and supported by the **Family Liaison Officer** until police arrival, if necessary.
7. **Secretary** to collect rider's information and phone TEA President and/or PCT President ASAP and inform an incident has happened.
8. **Secretary** to phone EA or PCT Insurer ASAP (in case of rider death, this must occur within 2 hours)
9. **Ambulance** to update **SITM** when appropriate.
10. If rider is transferred to hospital national office updated by **secretary** and press release by **SITM** to the effect of "rider x had a fall at fence number x and has been taken to hospital". **Secretary** to then liaise with the hospital as needed.
11. If rider is pronounced deceased at the scene by **ambulance**, ensure police have been called and do not make any further changes to the scene. For example, **Fence Repair Crew** are not to try fixing the fence if damaged at this stage until police give authority. Photos to be taken of the fence by a **Fence Repair Crew** member **or TD**. Ensure no statements are made.
12. Family if present to be attended to by **Family Liaison Officer** and may be used to escort the family to the hospital if necessary.
13. Witnesses to be held for police statements and to be attended to by the **runner**. Gather at **secretary's** office.

It is important that only the **SITM** talks to the media and no other information other than facts are passed on.

In the case of either incident occurring a thorough debriefing needs to be held by the **SITM** for all committee members, crash crew and relevant volunteers.

#### **Other points to be taken into account**

- **TD** or **Secretary** to notify TEA and/or PCT President as soon as possible, who will inform State and National Body's as applicable.
- Equestrian Tasmania and/or Pony Club Tasmania to assist with statement to the public.
- **SITM** Team to complete FORM A.

#### **FORM A- Information to be established and completed by Serious Incident Management Team**

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

Mr/Mrs/Miss/Ms      First Name \_\_\_\_\_ Surname \_\_\_\_\_

Age\_\_\_\_\_

Nationality\_\_\_\_\_

From Where\_\_\_\_\_

Based Where\_\_\_\_\_

Married YES / NO Children YES / NO If yes, how many\_\_\_\_\_

**2. Horse**

Name\_\_\_\_\_ Age\_\_\_\_\_ gelding / mare

Owner\_\_\_\_\_

**3. Additional information**

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

Ambulance attending\_\_\_\_\_

Fence Judge(s)\_\_\_\_\_

**4. Nature of incident**

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

Fence number or area (e.g. grandstand)\_\_\_\_\_

Facts of what happened (not hearsay)\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**5. Injuries**

Rider\_\_\_\_\_

Horse\_\_\_\_\_

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

**6. How is the incident being handled?**

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

**7. Have witness statements been taken? YES / NO**

**8. How many horses had cleared the fence prior to the incident?\_\_\_\_\_**

Had this rider cleared the fence earlier on another horse? YES / NO

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

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

**9. Other consequences to consider- NB NOT for media publication**

Cause

Whose fault

Any breach of safety

Check whether the rider has won any prizes on another horse- it could prevent embarrassment at the prize giving.

Prognosis

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