



Pelastuslaitosten  
kumppanuusverkosto

## FIRST AID PLAN FOR A PUBLIC EVENT

*The first aid plan will be included as part of the emergency plan of the event*

*(Rescue Act 379/2011 14 and 16 §, the Government Decree on Rescue Services 407/2011, section 3 §)*

<b>Rescue department and municipality</b>	Rescue Department	Municipality		
<b>Name of the event</b>				
<b>Event time and location</b>	Date	Time		
	Address			
<b>Event description</b>	Describe the nature of the event and the clientele (children, the elderly, people with reduced mobility, etc.).			
<b>Estimated number of people</b>	Estimated number of people present at the same time.			
<b>Risk assessment</b>	Estimate the number of people in need of first aid, clientele is taken into account, nature of the event, possible intoxicants, specific risks posed by the event (extreme sports etc.), venue and weather conditions.			
<b>Contact details of the notifier</b>	Name	Phone		
	Address	E-mail		
<b>Date of notification</b>				
<b>The person in charge of first aid preparedness</b>	Name	Phone		
	Address	E-mail		
<b>Description of the first aid arrangements</b>	A brief description of how the first aid arrangements are implemented.			
<b>First aid personnel</b>		Amount	Training	On-call time
	Management			
	Duty officers			
	All together			
<b>First aid material</b>	Description of acquired first aid materials and where they have been placed.			

<b>Communications</b>	Description of how the internal communication of the event organization works. Description of how the communication works externally (authorities.).
<b>Documentation</b>	Description of how the situations that required first aid are documented.
<b>Instructions for accidents and hazard situations</b>	A brief guide for staff in case of various first aid situations. If instructions can be found in the emergency plan for the event, reference can be made to the plan.
<b>Ambulance routes and pickup points of the patients</b>	Description of which route the ambulance best reaches the area and where the ambulance picks up the patient. Can be illustrated with an image of the area map etc.

Submit the first aid plan as an attachment with the emergency plan at least 14 days before the start of the public event to the rescue department of the area where the public event is organized. Contact information for the rescue departments: [www.pelastuslaitokset.fi](http://www.pelastuslaitokset.fi).