

## **NOTES FOR THE FIRST AID PROVIDER**

Thank you for agreeing to act as the First Aid Provider at this event.

Please spend a few minutes reading these notes and the contents of the “First Aid Information Pack”. It is important that you are familiar with Pony Club medical guidelines, a copy is included in this pack. If you need any clarification, please talk to the organiser.

Please ensure your ambulance(s), personnel and equipment comply with minimum defined requirements and are suitable for the competition. If you are in any doubt, you must inform the organiser immediately.

We require you make written notes of any rider you examine, even if the injury appears trivial, and these notes should be stored safely and securely. In addition, it is now a requirement that you complete a Pony Club Accident Liability Form for all persons that you examine, whether injured or not, (if no injury, please complete details in top section and tick ('Uninjured')). These records should be handled with full confidentiality and are used to monitor safety at Pony Club activities.

For more information about suspected/confirmed head injury and concussion, loss of consciousness and action after a fall, please refer to Section 9: Medical and First Aid.

The “First Aid Information Pack” should contain:

- ▶ Details of emergency contacts
- ▶ Notes for the First Aid Provider (Appendix D)
- ▶ The Pony Club accident reporting forms/incident logs
- ▶ Concussion Advice Forms
- ▶ Head Injury and Concussion Flowchart
- ▶ Event programme with planned times / schedule
- ▶ Site layout plan, where applicable
- ▶ Map of the Cross-Country course, where applicable.

Thank you for your help and assistance.