



FREQUENTLY ASKED QUESTION **Reference Ordinance Section 142**

EMS PLAN

Q: What is an Emergency Medical Service Plan (EMS Plan)?

A: An Emergency Medical Service Plan is a plan of action, which outlines provisions for the care of the sick and/or injured during permitted events.

Q: Who needs an Emergency Medical Service Plan?

A: Any person(s) or organization desiring to hold an Assembly, Large Gathering, and/or Outdoor Event/Festival requiring a permit from the City of Atlanta.

Q: Where do I find the requirements?

A: See the requirement sheet included in the permit application. The amount is the minimum required with Atlanta Fire Rescue Dept. (AFRD) approving or determining if adjustments are needed based on weather, event activities, and previous years of this particular event.

Q: What information is required in my EMS Plan?

A:

- 1) All EMS Plans shall list the name of the company providing EMS coverage, to include a telephone number, and at the event shall provide the AFRD EMS Monitor the GA EMS license number of the individuals providing said coverage. (i.e. RN, Paramedic, EMT).
- 2) An agreement on the provider's letterhead stating coverage types, time, and date should be submitted in addition to the EMS Plan.
- 3) All EMS Plans that are required to have ambulance coverage must have that provider's Medical Directors signature where indicated and should be acquired prior to application submission.
- 4) All EMS Plans must show requirement compliance by indicating the type and amount of Emergency Medical coverage planned for that event (i.e., 2 Paramedics, 2 EMT-I, 1 Nurses, 2 Doctors, 1 ALS Unit).
- 5) Site Plan which clearly identifies locations of the First Aid Station, bike teams, foot patrol, and ambulances
- 6) Number of portable/fixed toilets/ADA and water sources.

Q: Can I use 911 as my Emergency Medical Service Provider to oversee my Event/Festival?

A: Class A, B, C, and D Events – No. Events are required to have an EMS provider. Provider shall provide emergency medical services to performers, entertainers, exhibitors, speakers, attendees, or other persons at or in the vicinity of the Outdoor Event/Festival.

Class E Events – Yes, providing that the Special Events Coordinator and/or Chief of EMS make the determination that your event is not likely to adversely impact the 911 system.

Q: Will I be responsible for EMS Coverage outside of the perimeter of my Event/Festival?

A: Yes, listed below are the EMS coverage areas of responsibility as per the City's Ordinance.

- Class A Events/Festival – greater of three blocks or one thousand five hundred (1500) feet for all
- Class B Events/Festival – greater of two blocks or one thousand feet (1000)
- Class C Events/Festival – greater of one block or five hundred (500) feet
- Class D Events/Festival – a two hundred foot area outside this perimeter shall be considered part of the Event/Festival Assembly area.

Q: What is a Medical Director?

A: A physician licensed in the State of Georgia, preferably specializing in emergency medicine, that will supervise, control, or manages the Emergency Medical Service plan when such is required of for an Outdoor Event or Festival. This person also validates the EMS Plan for the Event Organizer.

Q: Who can sign as Medical Director and when should the signature be acquired?

A: The medical director of the ambulance provider you hired for your event should sign in the section marked Medical Director on the EMS Plan when using ALS Units. This signature should be acquired prior to turning in your permit application.

Q: Does the City of Atlanta Fire Rescue Department recommend any Emergency Medical Service Provider(s)?

A: AFRD can provide you a list of providers that is in alpha order but cannot make recommendations. EMS providers must be a licensed Emergency Medical Technician or Paramedic. Ambulance services contracted by the applicant must hold a current ambulance license issued by the State of Georgia Department of Community Health.

Q: Will my Emergency Medical Service Provider be required to have identifiable uniforms and proper credentials (i.e., license, certification) readily available during the Event/Festival?

A: In accordance with State of Georgia Department of Community Health, all Medical Providers are required to have identifying credentials while providing Emergency Medical Care, to include identifiable uniforms. Also, uniformed identification

indicating your level of certification (i.e., EMT-I, Paramedic), and your State issued identification must be visible.

Q: Why does the ordinance state that the City of Atlanta Fire Rescue Department shall assign one City of Atlanta Fire Rescue Emergency Medical Technician (EMT) Intermediate/ Paramedic (Monitor) to each outdoor event/festival with two thousand or more anticipated attendees?

A: The assigned EMT/Paramedic shall be responsible for inspecting and monitoring all EMS requirements. Moreover, to ensure emergency services being provided at the Outdoor Event are in compliance with the Host's approved Emergency Services and Fire Safety Plan and if the services are sufficient given the actual circumstances of the Outdoor Event.

Q: Can I use this EMT/Paramedic as one of our required medical providers?

A: No. This EMT will be there for monitoring purposes and will assist with emergencies when necessary and establish command if a mass causality incident occurs.

PORTABLE AND/OR FIXED RESTROOMS

Q: Do I have to provide Toilet Facilities/Americans Disability Act (ADA)?

A: Yes, you may use portable or fixed restrooms to meet both standard and ADA restroom requirements.

Events requesting to use Restaurants for fixed restrooms will be evaluated on a case by case basis and may be required to have signage in their windows, as well as provide an agreement on letterhead that includes number of standard/ADA.

Q: Where do I find the requirements?

A: See the requirement sheet included in the permit application as well as the actual Restroom Plan. The amounts listed are the minimum required in correlation with the Fulton County Board of Health and Standards.

Q: Do I have to provide proof of restroom provisions?

A: Yes. An agreement on the vendors letterhead must be provided stating the number of both standard and ADA restrooms that will be provided, drop off/pick up times/dates. If fixed restrooms are being used the same applies.

For Outdoor Festivals-In addition, include a specific plan for cleaning and re-stocking the restrooms every two hours. By way of example, said plan may include evidence that the cleaning and re-stocking responsibility is part of the proposed Outdoor Festival's cleaning contract or evidence of assignment to an Outdoor Festival team member.

Q: How would the serving of alcoholic beverages affect the number of Toilet Facilities?

A: If alcoholic beverages are to be served, add 25% to the base number. See the suggested requirement sheet included in the permit application

Q: Do I have to show all (both portable and fixed) restroom locations on the site map?

A: Yes, all restroom locations should be shown on the site map, along with the number of standard/ADA at each location.

POTABLE WATER PLAN

Q: Do I have to provide drinking water for event attendee's, participants, spectators?

A: Yes, all should have access to free water provided at the event. Signage that reads "Water Station" is required at Outdoor Festivals and Large Gatherings.

Run/Walk Assembly's along the route do not require signage; However if the gathering area is spread out and has multiple water station locations signage that reads "Water Station" should be present and visible.

Q: Can fixed fountains be used and included in required numbers? Can Restaurants or businesses be used?

A: Yes, fixed fountains can be used and if included in required numbers must be operational during event or alternative provisions made.

Events requesting to use restaurants or businesses in the area will be evaluated on a case by case basis and may be required to have signage in their windows, as well as provide an agreement on letterhead.

Q: How many water stations are required and what amount of water is acceptable to include cup or bottle size?

A: See the requirement sheet included in the permit application as well as the actual Water Plan. Drinking water sources can be coolers, no less than 5 gallon in size, and no less than two per station. Cups used shall be no smaller than 5oz. Bottles shall be no less than 5 oz.

In addition, include a specific plan for replenishing the stations every hour in warmer months, every two hours otherwise. By way of example, said plan may include evidence that the replenishing is the responsibility of and Outdoor Festival team member or otherwise.

All locations shall be shown on Site Plan.