



EVENT FIRST AID & MEDICAL COVERAGE GUIDE

A practical planning tool for event organisers



Planning an event?

Queenslanders deserve to feel safe when they attend events.

Safety isn't just about security and crowd control — it's also about what happens if you become sick or injured while you're there.

Having the right level of medical coverage on site matters.

First aid and medical support should match your event's **risk level, crowd size, environment, and access to emergency services.**

This guide helps you:

- ✓ identify your event risk level
 - ✓ select an appropriate level of medical coverage
 - ✓ choose a minimum compliant option (and an enhanced option for peace of mind)
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STEP 1 — DOES YOUR EVENT REQUIRE MEDICAL COVERAGE?

All events should provide at least **basic first aid**, however events which carry a higher risk will generally require more than this, especially when there are:

- large crowds
- sport or physical activity
- alcohol or drug risk
- remote locations or poor access
- heat exposure
- high-risk activities (motorsport, equestrian, aquatic etc.)



Are you associated with an organisation that specifies the First Aid/Medical Requirements for the event?

When choosing a Private Event Health Provider, ask the following questions:

- What qualifications and experience do their health staff possess? Don't settle for vague answers like "Medic" - some may hold only basic first aid certificates, which might not be sufficient for your event's needs.

Category 5 Medics hold a minimum of:

- Certificate II in Medical Services First Response or;
- Certificate III in Basic Health Care or;
- Certificate IV in Healthcare or;
- Diploma of Emergency Healthcare or Nursing or;
- Background as a Military Medic or;
- Second year or above university student Paramedics, Nurses or Doctors with a minimum of 100 hours of clinical placement

Healthcare Professionals:

Our Paramedics, Registered Nurses and Medical Officers (Doctors) are all registered with the Australian Health Practitioner Regulation Agency (AHPRA). Most are Advanced Life Support and/or Critical Care trained.

Questions to ask:

- Are they licensed by Queensland Health to administer specific drugs? (Eg- Paramedics must work under a Qld Health licence to administer medications)

- Do they have clinical oversight from a Doctor or Senior Health Practitioner? (A requirement to administer medications)

- What essential equipment will they have on site? Essential items include a defibrillator (AED), resuscitation gear with Oxygen supply, and basic medications such as Asthma Puffer (Salbutamol), EpiPen (Adrenaline), Paracetamol, and Aspirin. Some events require more advanced lifesaving equipment and medications.

If the event health staff lacks these critical qualifications or equipment, consider if they are the right fit for your event's medical support needs. Don't compromise on safety – choose a provider that meets the highest standards!

Important note:

Category 5 Emergency Care provides onsite first aid/medical care but Queensland legislation does not allow us to transport patients to hospital — if urgent hospitalisation is required, Queensland Ambulance Service must be called.

STEP 2 — EVENT RISK SCORE (ERS)

Add your points below to determine your recommended coverage level.

A) Crowd Size (choose one)

1. < 100 people = 0
2. 100–499 = 1
3. 500–1,999 = 2
4. 2,000–4,999 = 3
5. 5,000+ = 4



B) Event Type / Activity (choose one)

1. **Low risk** (school fete, local market, static displays) = 0
2. **Moderate** (community sport, fun run, school sports day) = 1
3. **Higher risk sport/activity** (cycling, equestrian low impact, small festival) = 2
4. **High risk activity** (downhill MTB, high-impact equestrian, motorsport) = 4

C) Alcohol / Drugs (choose one)

- No alcohol = 0
- Alcohol present (limited / controlled) = 1
- Alcohol present (large scale) = 2
- Likely recreational drug use = 2
- Likely combined Alcohol & Drug Use = 3

D) Environment & Conditions (choose one)

- Indoor / mild conditions = 0
- Outdoor (sun/heat/rain exposure) = 1
- High heat / wet season / extreme weather potential = 2

E) Location & Access (choose one)

- Metro / ambulance access < 10 minutes = 0
- Suburban / ambulance access 10–20 minutes = 1
- Rural / > 20 minutes or delayed access = 2
- Remote / poor phone reception / 4WD access only = 3

F) Duration (choose one)

- Under 4 hours = 0
- 4–8 hours = 1
- Over 8 hours or multi-day = 2
- Overnight or on-call coverage required = +2

Your ERS Total: ____ / 16

Recommended Level: Sports Trainer Basic Intermediate Advanced

Staff Suggested: ____ staff

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| Notes: |
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Does your event have in-water/aquatic activities? Consider a dedicated Lifeguard

STEP 3 — AUTOMATIC HIGH-RISK TRIGGERS

If **any** apply, your event should be treated as **High Risk** regardless of score:

- high speed motorsport
- downhill mountain biking
- high-impact equestrian/bull ride
- pyrotechnics/explosives
- geographically isolated/dispersed site
- aquatic motorsport
- large festivals / multi-day festivals
- new event with limited safety history
- event size > 5,000 people



STEP 4 — RECOMMENDED COVERAGE LEVEL

Match your total score to a recommended staffing level

0–3 points = LOW RISK

Minimum accepted coverage:

- ✔ **Sports Trainer OR Basic Medic Coverage** (1 staff)

Enhanced option (recommended for peace of mind):

- ★ Add a second staff member during peak periods

Examples:

- local fete / roadshow / community sport
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4–6 points = MODERATE RISK

Minimum accepted coverage:

- ✔ **Basic Medic Coverage** (1–2 staff)

Enhanced option:

- ★ **Intermediate Medic Coverage** (especially for sport, crowds, heat)
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7–9 points = MEDIUM–HIGH RISK

Minimum accepted coverage:

- ✔ **Intermediate Medic Coverage** (2 staff recommended)

Enhanced option:

- ★ Add **vehicle response**, additional staff, or upgrade one clinician level

Examples:

- low speed motorsport
 - low impact equestrian
 - small festivals & concerts
 - endurance cycling
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10+ points = HIGH RISK

Minimum accepted coverage:

- ✔ **Advanced Medic Coverage** (Healthcare Professionals required)

Example: 1000-person outdoor music event with alcohol

- **A) Crowd Size: 500–1,999 = 2 points**
- **B) Event Type/Activity: small festival/concert = 2 points**
- **C) Alcohol/Drug Risk: alcohol present (controlled) = 1 point**
- **D) Environment/Conditions: outdoor exposure = 1 point**
- **E) Location & Access: suburban access 10–20 mins = 1 point**
- **F) Duration: 4–8 hours = 1 point**

Total ERS = 2 + 2 + 1 + 1 + 1 + 1 = 8 points

✓ Recommended coverage: Intermediate Medic Coverage

Staffing guide: 2 staff recommended

Enhanced option:

★ multiple teams / treatment area / roaming response + dedicated communications

Advanced coverage includes **Registered Paramedics / Nurses / Medical Practitioners** as required.

STEP 5 — WHAT DO THESE COVERAGE LEVELS MEAN?

(Category 5 Emergency Care service levels)

Basic Medic Coverage

Best for minor illness/injury where hospital referral is unlikely.

- **Sports Trainer (Minimum for sporting injuries)**
Suitable for low risk sport and common injuries (sprains/strains, wounds).
- **Lifeguard**
Recommended when the event has aquatic activities (Swim Carnivals, Ocean Swims etc)

Intermediate Medic Coverage

Most common option — supports higher consequence injuries (fractures, spinal injury suspicion) and higher-risk crowds.

Advanced Medic Coverage

For high-risk events and large crowds — includes registered clinicians and higher-level medications/equipment.

STEP 6 — STAFFING RATIOS (PRACTICAL GUIDE)

A simple planning approach:

- **Low risk:** 1 staff per **500–1,000** attendees
- **Moderate:** 1 staff per **300–500** attendees
- **Higher risk:** 1 staff per **150–300** attendees
- **High risk / multi-day / alcohol-heavy:** increase staffing and include **registered clinicians**

Tip: Always plan for peak density (entry/exit, headline act, finals, presentations).

***Some events may need a mix of staffing levels. For example:**

- A football carnival may require a Sports Trainer for the field/players & Basic Medic coverage for the crowd.
- A high-speed motorsport event may require Advanced Medic coverage for the competitors/track and basic medic coverage for the crowd
- An aquatic event may require a Lifeguard for in-water response and a Medic for on land

STEP 7 — SITE REQUIREMENTS CHECKLIST

To provide safe and effective coverage, organisers should consider:

Treatment Area

- Room or marquee available for staff to work
- Power/lighting if indoor or night event
- Clear access for ambulance entry/egress
- Site map provided (access gates, first aid post, hazards)

Communications

- Reliable mobile coverage OR radio comms
- Event control contact available
- Clear escalation plan for QAS activation

Key Risk Controls

- Shade, water access, heat management plan
- Crowd control & security (separate to medical staff)
- Lighting and trip hazard controls
- Incident reporting process



STEP 8 — YOUR COVERAGE DECISION (QUICK SUMMARY)

Choose one based on your risk score

Option A: Minimum accepted coverage

Meets the basic requirement for many low-to-moderate risk events.

Option B: Enhanced coverage

Recommended when you want:

- faster response times
- greater clinical capability
- improved safety for patrons, staff, and organisers
- reduced event disruption and reputational risk



READY TO BOOK OR GET ADVICE?

Category 5 Emergency Care can assist with:

- ✓ basic risk assessment discussion
- ✓ staffing recommendations
- ✓ multi-day and remote event planning

Our booking request form asks key planning questions such as:

- expected attendance
- alcohol/drug risk
- accommodation requirements
- remote access issues and phone reception

Below is a link to our Event Booking/Request for and has further information on what each level of coverage provides

https://www.category5.net.au/files/ugd/6e8c6e_acbd7094bf2a4836ac385d718087b0d2.pdf

Don't hesitate to contact us if you have any further questions: events@category5.net.au