

**PreRideBriefing.** At the beginning of the ride the ride leader shall confirm who is the first aid person, an assistant to the first aider, and an "000" coordinator.

**If incident occurs**

**Is incident high or low level.** In case an incident occurs, then the first aid person should determine the type of incident, is it low level, or if it is a severe injury incident, or a medical incident.

**Is the incident an injury or medical episode**

High

Serious Injury

Medical incident

**Response to a serious injury:** If the rider has become unconscious or suffered severe injuries during the accident, the '000" coordinator should call the ambulance and the first aider should give aid to the rider.

**Response to a medical incident**

**Response to a medical incident:** If a rider has a medical episode not related to an accident such as becoming unconscious, or has trouble breathing or other signs of distress, the nominated person should call triple "000" & the first aider give aid.

**Inform emergency contact.** The club should inform the persons on the sign on form of the incident, it can be the ride leader or any member of the committee present at the time

**Arrange transport for rider and bicycle in needed.** The ride leader should arrange for the rider and/or their bicycle to be transported to a safe location

**Fill out Accident and hazard report form.** The ride leader should fill out the accident and hazard report form and forward it to the Secretary.

**Follow up with cyclist and family after the accident or medical incident**

**Finish**

Low

Yes

No

**Is transport needed.**