EMERGENCY MEDICAL REQUIREMENTS FOR SPECIAL EVENTS
RULES AND REGULATIONS FACT SHEET

The City and County of Denver developed rules and regulations governing emergency medical requirements for special events.

*Full enforcement of these rules and regulations begins on January 1, 2020.*

DEVELOPING THE HEALTH AND MEDICAL PLAN (HMP)

The key component of the new rules and regulations is the development of a Health and Medical Plan (HMP) that includes steps to be taken by the event organizer to mitigate potential hazards and vulnerabilities.

The Health and Medical Plan (HMP) **must** be submitted at least thirty (30) days prior to the event.

The Denver Department of Public Health and Environment (DDPHE) and Denver’s Emergency Medical Services provider will review the HMP to ensure it meets the minimum standards for the size and type of event, as defined in the rules and regulations. The full rules and regulations provide a checklist for use in developing HMPs as well as a sample HMP. At minimum, the HMP should include:

1. **Event Name**
2. **Nature of the Event** – type of activities at the event (parade, festival, etc.)
3. **Participant Numbers** – estimated total number of participants **per day**
4. **Onsite Medical Coverage and Assets** – event size will determine the required medical assets
5. **Communications Plan** – on-site contact list and staff and public communications strategies
6. **Ingress and Egress** – entrance and exit points for ambulance and emergency responders
7. **Environmental Considerations** – weather, shade, cooling stations, water available, etc.

EMERGENCY MEDICAL REQUIREMENTS (EMR) REVIEW

DDPHE and Denver’s Emergency Medical Services provider will review the HMP and either approve it or recommend changes. The event organizer is required to comply with and implement the approved HMP. DDPHE may inspect a special event at any time for compliance.

ENFORCEMENT AND PENALTIES

If the HMP is not submitted at least 30 days before the event and/or the submitted HMP is incomplete, it will be declined and the event application will not be approved.

If the event is found to be out of compliance with any elements of the approved HMP, the event organizer may be fined $250 per day for each infraction, with a maximum fine of $1,999 per day.

RESOURCES

DDPHE will meet with event organizers one-on-one to review health and medical plans and to provide edits and recommendations. Email DDPHEInformation@denvergov.org to request an appointment.