



Medical Service Matrix

All events are required to submit a medical plan. The plan should include the event’s medical communication plan, number of, certification levels and types of resources that will be at the event, description of how resources will be managed, and location of medical aid stations.

The Medical Service Matrix identifies the **minimum requirements** for special events in the City of Colorado Springs. The Colorado Springs Fire Chief or his/her designee has final authority to determine event medical service requirements. Other factors which may impact medical service requirements include, but are not limited to, alcohol sale or consumption, type of event/event activities, potential for hot or cold weather issues, and CSPD threat analysis.

EVENT TYPE	PEAK ATTENDANCE (at any given time)	FIRST AID STATION	CERTIFIED BLS PROVIDERS	LICENSED AMBULANCE PROVIDER ON STANDBY**	CSFD SPECIAL EVENTS MEDICAL TEAM
Festival or Gathering on City Streets or in a City Park	Less than 2,500	✓			
	2,500-10,000		5-9 staff*	1unit*	
	10,001-50,000			1-5 units*	5-9 staff*
	Over 50,000			1-5 units	5-12 staff*
Sporting Event	Less than 2,500		2-3 staff*		
	2,500-10,000		5-9 staff*	1unit*	
	10,001-50,000			1-5 units*	5-9 staff*
	Over 50,000			1-5 units*	5-12 staff*
Parade	All	✓	As determined by CSFD	As determined by CSFD	As determined by CSFD

*Actual staffing and unit numbers to be determined by CSFD following review of event application.

Definitions:

- **First Aid Station:** A dedicated area staffed with individuals trained in basic first aid.
- **Certified Basic Life Support (BLS):** Individuals that are certified by the State of Colorado as Emergency Medical Technicians that are provided by the event organizers.
- **Licensed Ambulance Provider:** An ambulance provider that is licensed for emergent transport in El Paso County by El Paso County. **Standby ambulances are valuable as an adjunct to on-site medical providers. A dedicated ambulance that is the only medical asset will leave the event without coverage if a patient must be transported.
- **CSFD Special Events Team:** Colorado Springs Fire Department medical team, including but not limited to, Advanced Life Support (ALS) bike teams and paramedic staffed medical stations.

Medical Planning Guide – Complete and submit with your Special Event Application.