

USA Gymnastics Event Medical Coordinator Roles and Responsibilities

Purpose of Document/Position

With the goal of creating further structure in the organization of our medical event coverage, the role of an Event Medical Coordinator (EMC) has been further defined in this document. The goal of the position is to further clarify whom the medical lead for a particular event will be, as well as further define their role at the event. This individual will be the lead medical coordinator during medical preparations for the event, facilitate day-to-day medical care in coordination with each program medical lead, communicate with the local organizing committee's medical support, and be the liaison between USA Gymnastics' medical and event staff.

Events List – Premier Events

Winter Cup Challenge (Men)
American Cup (Men/Women)
Nastia Liukin Cup (Women)
USA Gymnastics Championships (TT/Rhy/Acro)
American Classic (Women)
U.S. Classic (Women)
Gymnastics Championships (Men/Women)
International Competitions Hosted in the U.S.
Olympic Trials
Other Premier Events as assigned

Roles & Responsibilities

- Oversee preparations and organization of medical staffing, supplies, and medical care protocols specific to the site. In doing so, will develop a medical handbook for the competition.
- Communicate with the local organizing committee's (LOC) medical support staff prior to the competition.
- Serve as liaison with the Events Staff and LOC medical regarding medical preparations.
- It will be expected that during preparations for the event, the EMC will communicate with the individual program leads regarding the details of these preparations as they are confirmed and regarding the content of the official medical handbook for the event. The EMC will also keep the event medical staff

- for each program informed if any major changes are made during preparations for or during the course of the event.
- If multiple programs are present at an event, the EMC will identify medical leads for each program, in coordination with Program Directors and their lead medical staff members. The EMC will communicate with the lead program medical personnel to determine the needs of each program's athletes.
 - If multiple venues, the EMC will designate a medical lead for each venue (the EMC may be a lead for a particular site and/or an individual program). The medical lead for the venue will, in most cases, be the medical lead for the program training/competing at that venue. The medical lead for a given venue will have the autonomy to make medical decisions regarding the care of athletes at that venue. The medical lead for the venue will also have the availability to communicate directly with the LOC support regarding more timely or urgent needs. However, for more routine needs it is ideal that communication with the LOC occurs through the EMC.
 - The lead for each program will have the autonomy to make medical decisions regarding the care of their program's athletes. The EMC will be available for consultation or to assist in the care or triage of the athlete when needed.
 - A USA Gymnastics staff ATC may be designated as the EMC for an event, if a USA Gymnastics team physician is not present. In this situation, the designated ATC will be responsible for the preparation and logistics of the event. Medical decision-making will be according to the following protocol:
 - For non-urgent matters, it will be at the discretion of the designated ATC to seek counsel with an on-site covering physician (if available) and/or the remote USA Gymnastics team physician. This would be done in an inclusive manner and at the benefit of the athlete.
 - For urgent matters, medical-decision making will be done in consultation with the on-site covering physician (if available).
 - In the event the designated ATC is covering an event without on-site MD coverage, the ATC will be responsible for medical decision-making for urgent matters.
 - For non-urgent matters, when on-site MD coverage is not available, it is at the discretion of the designated ATC to make medical decision independently or in consultation with remote USA Gymnastics team physician.
 - Daily staff debriefings should also be facilitated by the EMC in coordination with individual program leads.
 - The EMC, in consultation with the lead ATC and/or physician, as applicable, will be responsible for submitting a post-event medical report to USA Gymnastics office.