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# KEC First Aid Policy

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The Kentucky State Fair Board has established the following FIRST AID policy for the Kentucky Exposition Center (KEC):

Events promoted by the KSFB will use the American Red Cross (ARC) and Lessees are encouraged to use ARC also but it is not mandatory as long as the minimum requirements set forth below are met by an alternative provider. The ARC may be contacted at (502) 561-3706.

To insure the safety and proper care of all patrons at the Kentucky Exposition Center, the **MINIMUM** FIRST AID requirements during events at KEC are outlined below:

**BROADBENT ARENA**

**All events:** One (1) team\*.

**CARDINAL STADIUM**

**Sporting Events / Concerts:** One (1) team\* for each seating area used. Seating area is defined as:

1. West Grandstand
2. East Grandstand
3. Field

**FREEDOM HALL**

**Sporting Events / Concerts:** One (1) team\* for each seating level used. Seating level is defined as:

1. Floor / Lower Level
2. Upper Level

**All Other Events:** One (1) team\*.

**NORTH WING, SOUTH WING,  
WEST WING AND  
PAVILION**

One (1) team\* per non-adjacent area.

**OTHER AREAS (MEETING  
ROOMS, EAST HALL, WEST  
HALL, OUTSIDE AREAS):**

No minimum first aid requirements unless the history of the event or other information would indicate a need for first aid. This will be determined by the KEC Director of Security.

**LIVESTOCK SHOWS:**

Based upon history of the event or similar events.

\*One team consists of (2) people trained and certified in Basic Life Support (BLS) and CPR unless stated otherwise.

These minimum recommendations are subject to increase in number of personnel and/or level of service. The KEC Event Coordinator will work with the KEC Director of Security to determine if increases are necessary. The Director of Security will be the final authority on the matter. Increases are based upon the following criteria (but not limited to them):

1. Type of Event
2. History of the Event or Similar Events
3. Anticipated Attendance
4. Resumes, work experience and references of team members

For most events, the hours of coverage are the hours the event is open to the public. For trade shows and some public shows, the hours could include the scheduled times for move-in and move-out.

The Lessee may select their FIRST AID provider but is required to coordinate this with the KEC Event Coordinator and KEC Director of Security. The organization providing FIRST AID must meet the following criteria:

1. Provide to KEC proof of liability insurance
2. Provide copies of BLS and CPR Certifications of FIRST AID Team Members including contact information and a photocopy of identification.
3. Provide resumes, work experience and references of Team Members
4. Provide approved communication between FIRST AID Team Members and Lessee as well as with KEC staff. Communication can be by two-way radio or telephone.
5. Be familiar with KEC facility and emergency procedures.
6. Provide the following basic FIRST AID supplies and equipment: two way radios for communication; gauze bandages; non-stick sterile, rolled, flexible or stretch gauze; bandage tape, adhesive strip bandages; triangular bandages; splints of various sizes; ladder splints; eye dressing or pads; crash scissors; tweezers; safety pins; thermometers; flashlights; disposable latex gloves of all sizes; back board; peroxide; alcohol; antibiotic cream; finger splints; tongue depressors; alcare foam; sterile water; blood pressure cuffs; stethoscopes; sterile burn sheets; large and small combine dressings; and other supplies as needed.
7. Maintain and provide a log to the Director of Security containing the minimum information of the name of patron, date and time of the services sought by the first aid provider. This requirement is not intended to impede the HIPPA, but rather provide the facility with a measurement of usage of first aid services during the event.
8. Maintain medical and treatment records in accordance with all HIPPA laws and regulations.

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