ORGANISATION OF MEDICAL SERVICES & DOPING CONTROL FOR FIFA COMPETITIONS

I. GENERAL INFORMATION

The medical services at FIFA tournaments: is organised in such a way to provide effective and efficient emergency medical services to any medical emergency within and around the tournament football stadium, designated FIFA hotels and team training sites within a 3-5 minute response period. It is the LOC’s primary responsibility to establish all aspects of these medical service requirements, in cooperation and under the direction and consultation of the FIFA Medical Office. The FIFA Medical Office and its designated general medical officers and Venue Medical Officers (GMO + VMO) will regularly inspect and ensure that the intended level of medical service provision is in place at all times during the tournament.

The LOC will also be responsible for ensuring that all the Doping Control practical requirements are in place at all tournament venues to allow Doping Control testing to be undertaken as set out in the FIFA Anti-Doping Regulations. (SEE BELOW)

- **Competition Area**
  - Player’s Medical Room – one room is required
  - Doping Control Room – as per FIFA Regulations minimum
  - 1 x Tunnel located Player ICU Ambulance
  - 1 x VIP Ambulance
  - 1 x backup ambulance for Player / VIP (a leaving ambulance will be replaced by another ambulance)
  - 2 x 4 person Field of Play Medical team + FIFA VMO

- **Spectator Area**
  - Main Medical Room
  - Stadium mobile medical teams: Adequate number of 2-3 person mobile medical teams able to respond and reach any and all medical emergencies in and around the tournament stadium with an AED within 3-5 minutes including the VIP lounges, hospitality lounges and suites.
  - Spectator ambulances - 1: 5 000 spectators approximately with a minimum of 1 inside the stadium and backup within 5 minutes if and when required.

Both services will be provided by FIFA and LOC venue medical officers in close cooperation.
II. Medical Staff Responsibilities

**FIFA**

**FIFA Medical Officers**

- FIFA will appoint a FIFA General Medical Officer (GMO) for each respective tournament who will be responsible for the management of all healthcare and medical service issues including coordination with LOC medical services, doping control testing and related healthcare matters as well as injury assessment.

- FIFA Venue Medical Officers (VMO) will be allocated to each venue to supervise and oversee tournament medical services, undertake doping control testing and manage and coordinate all health issues at the venues. The FIFA VMO are also responsible to:
  
  o Ensure that the host city medical emergency services planned and provided are at an adequate and acceptable level of medical care. This responsibility will involve inspection of the stadium medical facilities including medical rooms, mobile medical teams, ambulances, Last Mile medical cover, Disaster Response Plans, and other relevant medical activities and preparations relevant and appropriate to the specifics of the tournament.

  o Inspect the medical facilities on Match Day in order to ensure that all planned medical service elements are available and in position, adequately staffed and equipped.

  o Inspect the designated tournament hospital Emergency Department in order to familiarize oneself with the logistical, medical and practical aspects of the designated FIFA hospital.

  o Take up VMO seating position next to the left sided Field of Play Medical team in order to provide medical assistance and medical advice, if and where necessary.

  o Undertake all Doping Control Surveillance sampling of urine and blood specimens, including if necessary the actual phlebotomy, in accordance with current FIFA methodologies and Doping Control Regulations.

  o Attend FIFA / LOC meetings as representative of the FIFA medical office.

  o Attend all pre-match day Match Coordination Meetings in order to present the PowerPoint™ FIFA Medical Information for the next day’s match to the two teams in attendance. This information includes:
    - Planned Doping Control activities – either random or targeted
    - Sudden Cardiac Arrest information
    - Concussion information
    - Heat + Cool Break information
    - Completion of Injury + Medication Forms
    - Hand out copy of doping form with translation to team physician to explain to players

  o Visit to all relevant FIFA related patients admitted to hospital.
o Provide regular primary healthcare medical consultation services to the FIFA staff and delegates whenever necessary and in accordance with prevailing medical and medication logistics and referral to hospital or specialist facilities where necessary, assisted by the LOC GMO.

o Undertake Match Day Wet Bulb Globe Temperature (WBGT) readings (if expected high temperature on match day).

o Complete all administrative duties, forms, reports as is required by the FIFA Medical Officer via its attendant administrator present at the two tournaments.

**FIFA Medical Office**

The FIFA Medical Office in Zurich will name administrative / operational staff responsible for the medical and healthcare organisation of the tournament and assistance to the VMO wherever necessary especially regarding Doping Control testing on site.

**LOCAL ORGANISING COMMITTEE (LOC)**

**a) LOC MEDICAL OFFICERS FOR MEDICAL SERVICES FOR PLAYERS, TEAM OFFICIALS, FIFA OFFICIALS AND FIFA STAFF (24/7 DURING TOURNAMENT)**

- The LOC will appoint a **LOC General Medical Officer** as the primary contact person for the FIFA Medical Office and later for the FIFA General Medical Officer. He/she is responsible for all practical medical services and needs to have a professional command of English. In close cooperation with the FIFA Medical Office in Zurich, the LOC General Medical Officer will plan and organise 24 hour emergency medical cover at all venues as well as the arrangements for medical matters and doping control. During the tournament, he/she will liaise with the FIFA General Medical Officer in these regards.

- The LOC will appoint one local appropriately qualified and experienced medical doctor per venue as the **LOC Venue Medical Officer** who will be an integrated part of the local medical network and assist the FIFA Venue Medical Officer at the venues and the FIFA Headquarters with regard to patient consultations and medication. They need to have a good command of professional English and act as liaison officers between the players, team officials, FIFA officials and staff in case of illness and/or emergency in order to guarantee access to local hospitals, specialist care and medication when necessary. They have the overall responsibility for the LOC medical team at their venue.

- At major tournaments and at the FIFA Headquarters, regular consultation hours for FIFA staff will be provided by the FIFA General Medical Officer.

**b) LOC DOPING CONTROL OFFICERS (MATCH DAYS ONLY)**

The LOC will appoint one local medical doctor per venue as a **LOC Doping Control Officer**. He/she needs to have a good command of professional English and will assist the FIFA Venue Medical Officer when doping control duties is carried out at matches.

**c) LOC MEDICAL TOUCH-LINE TEAM (MATCH DAYS ONLY)**

Two medical groups, each consisting of four appropriately qualified, experienced and skilled advanced (3 basic 1 advanced) life support, where possible, paramedics with a long trauma spinal board and a fully equipped emergency bag (see below), need to be provided and be
seated on a bench close to the touch line on each side of the pitch at all stadiums for the swift, efficient and smooth transfer of injured players to the touch line during a match. The FIFA VMO will be seated together with the left hand side sideline medical team during the match.

d) LOC EMERGENCY CARE FOR PLAYERS (MATCH DAYS ONLY)
One medical group with at least one emergency physician and two emergency paramedics with a fully equipped emergency bag (see below) need to be allocated in the room for emergency care of players. The room needs to be allocated in the area (tunnel) between the locker rooms and the pitch.

e) LOC EMERGENCY CARE FOR VVIPS AND VIPS (MATCH DAYS ONLY)
One emergency physician with a fully equipped emergency bag needs to be allocated at the VVIP/VIP area for the emergency care of VVIP/VIP guests.

f) LOC DOPING CONTROL CHAPERONES (MATCH DAYS ONLY)
Four doping control chaperones will need to be allocated to the doping control team at all venues. They are responsible for escorting the players who have been selected for doping control from the field of play immediately to the doping control room after the match has finished. At least two of them should have the same gender as the players.

g) LOC DOPING CONTROL SECURITY GUARDS (MATCH DAYS ONLY)
If the Doping Control Room cannot be locked by the FIFA Venue Medical Officer, the room must be guarded by a member of the local security force at all times to ensure that nobody other than authorised persons enter the doping control area.

h) PARAMEDICS (TRAINING TIMES OF TEAMS ONLY)
Per each training site, one ambulance with two paramedics (1 trained in Advanced Cardiac Life Support (ACLS), 1 in Basic Life support, must be present for the care of players and team officials during training. They need to be fully equipped incl. an AED (Automatic External Defibrillator) (emergency bag contents see below) and have access to full emergency ambulance services.

III. INFRASTRUCTURE REQUIREMENTS

Hospitals (24/7 during tournament)

- One to two hospitals per venue should be identified by the LOC that provide at least the following services:
  a) 24-hours Accident & Emergency unit / traumatology
  b) Orthopaedics
  c) Cardiology incl. interventional techniques; i.e. cardio angiography, application of stents
  d) Radiology (X-ray facilities, ultrasound (in particular soft tissues), computer tomography, magnetic resonance imaging)
  e) Sports medicine
  f) Internal medicine, incl. intensive care unit
  g) General surgery
h) Infectious disease isolation and treatment

- Hospitals should be situated in proximity to the hotels and stadium. Road travel with an ambulance and police escort should not take longer than 15 min.
- 24-hours emergency dental services on call at each venue

**STADIUM: MATCHES**

- Two ambulances with AEDs each have to be stationed at every stadium for the care of players, team officials, VIPs and FIFA delegation. There should be one ambulance as a backup as replacement in case an ambulance is needed and leaves the stadium.

  **Important:** It has to be made sure that the access ways/entrances to the medical rooms, the players’ tunnel, the dressing rooms and the VIP areas are free for the ambulances at any time. No media is allowed in this area!

Every stadium has to have one fully equipped medical room for the care of players and match officials. Unrestricted access for stretchers is required. This fully equipped medical room has to be in the area (tunnel) between the locker rooms and the pitch for the emergency treatment of seriously injured players, as well as the necessary equipment for traumatic and cardio logical emergencies. Minimum size of the medical room 20 m².

**Equipment:** This medical room shall be fully equipped for all emergency diagnosis and treatment (LOC responsibility), such as

- 1 examination and treatment tables OR 1 portable stretcher
- Defibrillator with rhythm and patient data recording
- Cardiac monitor /
- External cardiac pacing
- Infusion mounting and system with all equipment for injections and infusions, incl. venous indwelling cannulae
- Pericardial puncture set
- Drug administration equipment
- Intubation equipment
- Automatic ventilator, stationary oxygen min. 2000 l or portable oxygen min. 400 l, stationary non-manual suction device with minimum negative pressure of 500 mm of mercury with a minimum capacity of 1, capnometer, PEEP-valve
- Thorax drainage kit
- Immobilisation equipment like vacuum mattress, spinal board, cervical collar-set

- **Recommended contents of transportable emergency bag**
- **Diagnosis**
  Stethoscope, BP monitor with cuff size 10 cm/66 cm, blood sugar gauge and/or blood sugar test sticks, pulse oximeter,
Circulation
Infusion equipment with administration sets and solutions, defibrillator with rhythm and patient data recording, cardiac monitor, external cardiac pacing, portable advanced resuscitation system

Breathing
Portable airway care system, aspirator, suction catheter, portable oxygen min. 400 l, larynx mask, intubation equipment, tubes, Ambu bag with soft Latexmask

Miscellaneous
Emergency drugs (like adrenalin and amiodaron), drug administration equipment incl. intravenous fluids, adhesive fixing materials, coniotomy set, blade holder, emergency surgical instruments incl. suture material, splints for fixation of limbs, vacuum mattress or long spinal board complete with head immobiliser, disinfection equipment, disposable gloves.

Furthermore, at any designated official media center at the stadium, the LOC should establish a mobile medical team with Basic Life Support and AED capability.

STADIUM: PRIOR TOURNAMENT

During the FIFA Exclusive Period, during which FIFA takes over responsibility for any stadium or related site, the LOC shall provide Medical Services during all construction activities, such that all occupationally related injuries shall be attended to expeditiously, adequately and appropriately, with referral to Designated Hospital when indicated.

A dedicated intermediate life support ambulance on site with replacement by another intermediate life support ambulance within five minutes should the initial ambulance need to leave the site, for whatever reason. For this, the LOC shall ensure that all emergency ambulance staff on duty during the FIFA Exclusive Use Period have the necessary on-site accreditation.

COMMUNICATION DEVICES

All LOC Medical Officers need to be equipped with a specific tournament mobile phone. Numbers of all LOC medical staff will be stored in the directory installed on FIFA mobile phones.

IV. FLOW OF COMMUNICATION

In case of injuries or complaints of players / teams, the team physician contacts either the FIFA Medical Officer or directly the LOC Medical Officer (as agreed at medical meeting) to coordinate appointments at the local medical facilities.

In case of complaints or diseases of delegation members, the FIFA Venue Medical Officer contacts the FIFA GMO or LOC GMO Medical Officer

Team physician  ↔  FIFA Venue Medical Officer  ↔  LOC Medical Officer
No direct contacts of team physicians with local medical facilities.
V. **DOPING CONTROL**

Doping control will be carried out after each match following the procedure as outlined in the FIFA Anti-Doping Regulations.

**DOPING CONTROL FACILITIES**

All venues must have doping control facilities (see encl. plan of doping control room) *in the vicinity* of the dressing rooms of both teams. The doping control room, the waiting area and the toilet must be air-conditioned and well ventilated as well as brightly lit with easily washable and non-slippery floors.

a) **Doping control room:**
   - Minimum size of the doping control room 16 m²
   - Equipment: 1 desk with 4 chairs, 1 lockable cabinet, washbasin and mirror, 2 large wastepaper bins, 1 desk for doping control equipment
   - Examination couch for the player to lie down on if blood sampling is to be undertaken at the tournament.

b) **Sanitary facilities (immediately next to doping control room, with direct private access):**
   - Toilet
   - Toilet paper
   - Wash basin and mirror
   - Shower
   - Towels
   - Soap / shampoo
   - Wastepaper bin

c) **Waiting room:**
   - Minimum size 16m²
   - Seating arrangement to accommodate 8 persons
   - Refrigerator equipped with sufficient unopened drinks in plastic bottles (the following drinks are **not allowed:** Coca-Cola, diet Coke, alcoholic drinks)
   - TVWastepaper bin for bottles

NB. Doping control material and the necessary forms will be supplied by FIFA.
Doping Control room

- Toilet
- Wastepaper bin
- Entrance
- Shower
- Wastepaper bin
- Table for doping control
- Entrance
- Waiting area - comfortable chairs or sofas
- Fridge
- Entrance
- Security person
- Wastepaper bin
- Waiting area - comfortable chairs or sofas
- TV
LOGISTICS

The urine / blood samples will be screened for prohibited substances at the following WADA-accredited laboratory:

ADDRESS DOPING CONTROL LABORATORY:
TBC

Procedure:

Upon the completion of each doping control, the samples will be immediately transported by express delivery to the laboratory. FIFA Medical Office will contact the courier service and the laboratory in order to make all necessary arrangements with them directly and in due advance.

VI. TIME SCHEDULE

Six months prior to the start of the tournament:

- Notification of LOC General Medical Officer and LOC Venue Medical Officer incl. specialities and venue assignments to FIFA Medical Office.
- The LOC General Medical Officer informs the FIFA Medical Office regarding the procedure for registration of the FIFA Medical Officers with the local medical board (if necessary) and will take care of all the administration.
- The LOC General Medical Officer informs the FIFA Medical Office on the procedure (if necessary) regarding the importation of medication by FIFA and the teams.
- The LOC General Medical Officer confirms the availability of the above-mentioned facilities for medical care and doping control at each of the venues. This is also the latest date for discussion of any problems or deficits in this regard.
- LOC General Medical Officer updates FIFA Medical Office and FIFA tournaments division on achievements regarding necessary adoptions of medical facilities.
- List of hospitals as identified by the LOC General Medical Officer for the provision of medical cover for participating teams and FIFA delegation at all venues with all specialities and services to be provided to FIFA Medical Office for final approval.

Four months prior to the start of the tournament:

- Contact list of all hospitals providing medical cover for participating teams and FIFA delegation at all venues with full details to be provided to FIFA Medical Office.
- Confirmation by LOC General Medical Officer that all medical facilities as required by FIFA are in place.
- List with all contact details of the LOC Medical Officers incl. mobile phone numbers to be provided to FIFA Medical Office.
Three to four days prior to the start of the tournament:

- FIFA General Medical Officer and FIFA Venue Medical Officers as well as FIFA Medical Officer responsible arrive at headquarter. They will organise an official medical meeting with LOC General Medical Officer and all LOC Venue Medical Officer (whenever possible) with regard to medical and doping control services that will be in operation during the tournament.

- LOC informs FIFA General Coordinator and FIFA General Medical Officer on consultation hours for FIFA delegation and the location of the examination room, if appropriate.

Pre-match day:

- FIFA Medical Officer confirms the availability of medical services as required by FIFA at the official FIFA match coordination meeting.

Match day:

- Transportation of FIFA Medical Officer to stadium to be ensured, arrival no later than two hours prior to kick-off.

- Security guard in front of doping control room as from two hours before the start of the match, if FIFA VMO cannot lock the DCS.

- LOC Venue Medical Officer and FIFA Medical Officer inspect latest the doping control room two hours before the match and the stadium medical emergency care services incl. ambulances.

- Doping control chaperones report to FIFA Medical Officer no later than one hour before the start of the match and receive their bibs.

- Keys for doping control room to be handed over to FIFA Medical Officer.

- Transportation of FIFA Medical Officers and players after completion of doping control to be ensured.