

HEAT ILLNESS PREVENTION PLAN

LOCATION INFORMATION

This form should be completed and posted every day when the temperature is forecast to be 80 degrees Fahrenheit (27 Celsius) or higher. Filling it out accurately will help ensure that production personnel are aware of the steps taken to prevent heat illness, and know important location information to help direct emergency personnel to the scene if necessary. Review verbally with crew, cast and extras.

****High temperatures expected today - Heat Illness Prevention Plan in effect.****

Production Name:

Date:

Location Address:

Nearest Hospital Information:

Name of Location:

Name of Hospital:

Number & Street:

Number & Street:

City & Zip:

City & Zip:

Phone:

Phone:

Set Medic Information:

Name:

Location:

Phone:

Location(s) of Shaded Rest Area:

Location(s) of Water Station:

■
■
■

■
■
■

Other Accommodations:

Check all that apply.

☐ Hats

☐ Cool

☐ EZ-Ups

Ties

☐ Misting Fans

☐ Other *specify:*

Additional Directions to Location for Emergency Personnel:

Be specific - include landmarks that could assist an ambulance in locating you.

INSTRUCTIONS FOR COMPLETING “HEAT ILLNESS PREVENTION PLAN - LOCATION INFORMATION”

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- **Production Name:** Use your Company Name and Show Name (i.e. “WBTV - The Middle”)
- **Date:** Complete a form for every day that temps are expected to be 80 degrees F (27 C) or higher and you have people working outside.
- **Location Address:** Include the complete address information, including Zip Code, to assist emergency personnel in finding you.
- **Nearest Hospital Information:** Give complete information here for every location, so that anyone needing to call an ambulance will be able to find the information quickly.
- **Set Medic Information:** Fill in completely, including the exact location of Set Medic station, in case cell phone reception is bad and someone needs to find the Medic quickly.
- **Location(s) of Shaded Rest Area:** Could be a pop-up tent, a building, under a large tree, or all of the above. Temperature in the shaded rest area needs to be cooler than work area temperature so employees can cool down and recover from the heat.
- **Location(s) of Water Station:** Can be in more than one place. Should be placed as near as possible to crew, cast and extras so they can easily stay hydrated between takes.
- **Other Accommodations:** Check off those that apply, list any additional steps taken to provide cooling and hydration.
- **Additional Directions for Emergency Personnel:** This is for additional information to assist emergency personnel in finding exactly where the injured person is if your location needs further explanation. “We are in the field at the end of the dirt road, just beyond the barn on the right hand side.”