

Walk Leader Checklist – what if there is an Incident on a bushwalk?

(1) Stop the walk

- Check for other dangers
- Ask someone to do a head count to make sure everyone has stopped and is safe
- Consult immediate witnesses and decide if the incident is serious or minor. If minor, respond sensibly. Resume the walk when possible, adjusting the walk if necessary.
- **If a serious incident, the walk has ended.** The rest of this checklist is for a serious incident

(2) Respond to the injured person

- If they are conscious, get consent
- Assess if critical care is needed. Respond accordingly
- If spinal injury or head injury suspected, give nil by mouth
- If unconscious, put in recovery position
- If conscious, ask if on any medication, relevant pre-existing medical conditions etc
- Appoint someone to stay with person & monitor carefully. Record vitals if possible

(3) Call for help

- Decide if professional evacuation is required. If so,
- Ask someone to take charge of the call for help, and to keep you informed
- Use Emergency+ App to ring 000 (if possible) so that location is identified
- Appoint someone in group to ring the person's emergency contact, and also to keep you informed

(4) Get other walkers back to the cars

- Decide who stays with injured person and who goes back to cars
- Appoint an Assistant Walk Leader to lead those leaving
- Decide how leaders will reconnect later to ensure everyone has left safely

(5) Evacuate injured person

- If professional evacuation, let the professionals take charge
- If evacuating using own cars, make a Plan. Ensure that everyone knows what is happening

Proviso: this checklist is just a checklist, for quick reference during a bushwalk. Please refer to the Incident Safety Procedures on the club's website for further important information.