

Accident Site Procedures

Updated February 28, 2013

Guidelines for When an Accident Occurs

1. One person takes charge. The more serious the accident, the greater this need. Typically this is the ride leader, but someone else may volunteer or be assigned.
2. Place road guards in front and back of the accident to secure the accident site and alert traffic. This applies to roads and trails as well. All bikes off road or trail. Tendency is for folks to stand around and watch. Get everyone off the road. No need for additional injuries.
3. If the accident involved a motor vehicle, the police must be notified.
4. Call 911 if needed. Be prepared to describe location. GPS to a close address is best. Describe injury. Let them know if multiple injuries. Stay on line with them until emergency assistance arrives.
5. Treat the injured.
 - Medical training preferred, but anyone can do. Do not move if any chance of head or neck injury. Remove helmet only if no head/neck injuries.
 - The person attending the injured rider should first direct them to remain in the sitting or lying position for a significant period of time to determine if they are of clear mind and not in traumatic shock. Ask them to describe where they have pain or restricted mobility. Ask them if they wish to try to move and let them move the injured area on their own. Make comfortable: move out of sun and off road if possible; extra jackets for shock; if minor injury and 911 is not called, provide water.
 - If the injured person is unconscious he or she must remain in the location where they have fallen unless there is extreme danger of further injury.
 - When in doubt, do not move.
 - Do not under any circumstances move the injured person against their will.
 - Only where the injury appears severe or the accident victim is unconscious should action be taken without consent.
 - Apply first aid in a manner that will not further any damage occurring due to the accident.

6. Get telephone number of emergency number from the injured party. Should be on ID card carried by rider. Verify the number if injured person is lucid. Call as soon as possible with details of accident and status of injured.
7. Find out to which hospital Emergency Room is the injured being taken. Ask the driver. The emergency contact person will want to know, along with the bike club.
8. Safeguard bike/helmet. Someone should be assigned to take the bike and helmet. Also get the car keys and assign someone to pick up the car of the injured person. Give details to the emergency contact person for pick up later. Where the injury is of a nature that does not require transport by emergency vehicles, a rider should go back to the ride start point and return with a vehicle to transport the injured person and bike.
9. At the accident scene no admission of fault or liability should be expressed by the ride leader or others in the group. Just give facts and no conclusions to law authorities who may attend the scene after the accident.
10. Report the accident. It is the responsibility of the injured person to file the report of any actual or suspected injury to the insurance company. Others may assist the filing of the report as needed. See Accident Report on this website. The Safety Director should be called or emailed that an accident occurred, because the Safety Director must confirm to the insurance company that the injured was on a club ride and is a club member._