

Office of the Surgeon General

Surgeon's Handbook

Draft for submission to the BoD for approval



Society for
Creative Anachronism

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Preface

This is the Handbook for first-aid volunteers (Chirurgeons) of the Society for Creative Anachronism (SCA). Between these pages you will find the corporate policies and administrative guidelines, as well as instructions for newcomers on how to become a Chirurgeon. For Chirurgeons who already hold warrants, this Handbook is your reference to the administrivia of the Chirurgeonate at all levels of the SCA. The Handbook may look like something entirely new – but it isn't. Most of the information herein is from the 1992 edition of the Handbook, only rearranged and reorganized.

In the mid eighties, the Board of Directors of the SCA directed the Society's first-aid coordinator (the Chirurgeon General) to restructure the Chirurgeonate as it then existed. The 1986 Handbook was one of the products of that restructuring. The organization of the Chirurgeonate as described in the 1986 Handbook is the one we still use today.

The 1986 Handbook described the hierarchy of the Chirurgeonate from the top down, starting with the job description of the Chirurgeon General. The 1992 edition of the Handbook, however, described the Chirurgeonate from the bottom up, so the information most germane to Apprentice and Journeymen Chirurgeons was moved from the back of the 1986 Handbook to near the front of the 1992 Handbook. The purpose behind this was to make the information on Apprentice and Journeymen Chirurgeons easier to find and use.

This revision incorporates policy changes made since the 1992 Handbook was issued. It is also reorganized by topic, a departure from the warrant level/job description framework of the 1992 and 1986 Handbooks. As much as possible, the dry legalistic style of the old Handbooks has been replaced by less straight-jacketed language. For the sake of making each Section a coherent whole, some information appears more than once in the text. It is our hope that this revision of the Handbook is an easier and friendlier guide to the administration of the Chirurgeonate.

We hope that the people who read and use this Handbook will apply it with the spirit of its intent in mind.

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Introduction

Definitions of Words and Terms [I.1]

There are several words and phrases in the handbook which require explanation. For the sake of continuity in the text, many of these are defined in the Glossary instead of in the text. The Glossary is the last Section of the handbook, immediately before the Index. When a word or phrase is followed by a number in angle brackets, that number corresponds to an entry in the glossary. In some cases, only the first instance of a glossary entry in the handbook text is followed by a glossary number.

Section Numbers, Cross-Referencing and Glossary Entries [I.2]

For reference purposes, Section numbers follow Section titles. Cross-references are listed in parentheses at the end of the paragraphs where they are pertinent. Words that have glossary entries are followed by their entry number in angle brackets.

Who We Are [I.3]

The Chirurgeonate is the volunteer first-aid organization of the Society for Creative Anachronism, Inc., a non-profit educational organization devoted to the study of the Middle Ages and Renaissance (see *By-Laws III*) <7>. It is part of the "living history" movement, where members try to reproduce various aspects of the culture and technology of their period, as well as pursuing more traditional historical research. The SCA sponsors events such as medieval tournaments and feasts <16>, where members dress in Medieval and Renaissance styles, and participate in activities based on the civil and martial arts of the Middle Ages (see *Corpora II.A*) <11>.

We use the medieval term "Chirurgeon" [most commonly pronounced *kī-er-jūn*] instead of "first aider," "first responder," or "medic" in our efforts to maintain a medieval atmosphere at SCA events. We also use the Medieval blood-letting device, the fleam <18>, as the symbol of the Chirurgeonate instead of the modern red short-armed cross whose use is restricted by international treaty to organizations affiliated with the International Red Cross <40> and the military.

The members of the Chirurgeonate include Red Cross-trained first aiders, medical doctors, military medical corpsmen, nurses, paramedics, St. John's and St. Andrew's ambulance volunteers <46>, and many other medical volunteers and professionals. We come from all walks of life and from many countries around the globe. We are united as members of the Chirurgeonate for one purpose: to provide first aid at SCA events to anyone who asks at no cost to the recipient (see *Section III.8*).

What We Do [I.4]

The members of the Chirurgeonate provide first aid on a volunteer basis at SCA events. First aid performed in the SCA is Good Samaritan in nature (see *Appendix C*), and the first-aid volunteers of the Chirurgeonate provide it free of charge to anyone who asks. This has been our tradition ever since Bjo of Griffin, arguably the first-known Chirurgeon, started bringing her first-aid kit to SCA events, back in the days of only one Kingdom <21>.

Why the SCA has an Organized Chirurgeonate [I.5]

Anyone can pack a first-aid kit and render care regardless of whether the Chirurgeonate exists as part of the SCA. So why bother having an organized Chirurgeonate? Why not rely on individual or self-organized first aiders, or outside emergency services, instead of an SCA-sponsored group?

There are several overlapping reasons for the SCA to maintain its own first-aid organization. Cost is one issue. Certain legal jurisdictions, like Pennsylvania, require some form of on-site first aid and/or emergency care at large events with attendance in the thousands. At events where we have a statutory "duty-of-care" imposed on the SCA due to large attendance, like the Pennsic War in Pennsylvania, we do not need a Chirurgeonate per se, but we do need something. The costs of satisfying these "duty-of-care" <15> obligations with services hired from outside the SCA can be prohibitive, whereas SCA Chirurgeonate volunteers donate their time.

Managerial control is another reason. Without an SCA Chirurgeonate whatsoever, first aiders could not be disciplined or suspended for misbehavior or lack of cooperation with the Marshallate <28> (see *Section II.13*). The grievance procedure would be meaningless (see *Corpora, Appendix A*). There would be no uniform guidelines on how combat injuries were handled (see *Section III.9*). There would be no event and injury reports that the SCA could use to compile injury statistics and to evaluate the management of first aid at events. In comparison, by having its own first aiders, the SCA can exert control over both the quality of those first aiders, as well as the standard of care they provide (see *Section III.3*). Though the SCA can not prevent other individuals from performing first aid at an SCA event, a warranted Chirurgeon has the advantage of being a known quantity.

Another reason to maintain the Chirurgeonate is that warranted Chirurgeons are familiar with the quirks of SCA-specific first aid (see *Section II.6*). A Chirurgeon will never treat an injured SCA member like some weirdo in funny clothes and will have a clue on how to extricate someone from armor or an Elizabethan hoop skirt with minimal damage to equipment or clothes. We could list many more similar examples, though the ones

presented here should show that an SCA-sponsored Chirurgeonate is in the best interests of the Society in terms of care, cost, and managerial control.

Why be a Chirurgeon? [I.6]

Though there are reasons why the SCA has an organized Chirurgeonate, the question remains why anyone would want to join. It is not easy to explain what motivates one person to come to the aid of another, nor should we attempt to address this issue. Care giving and generosity are not things which require rules. Regardless, there are three clear and tangible advantages to joining the Chirurgeonate versus providing first aid on your own. The first is recognition by the populace and other SCA officers that, as a warranted Chirurgeon (*see Section II.2*), you have met a certain minimum of training and are familiar with the oddities of performing first aid within the cultural context of the SCA – you’re a known quantity.

The second reason to be a warranted Chirurgeon has to do with the principal of “many hands make light work.” As a member of the Chirurgeonate, you accrue the benefits of belonging to an international group of first-aid volunteers. These benefits include the exchange of information on SCA-specific first aid, a shared set of policies which allow people who have never met before can work together effectively, and the organizational means to delegate and share the workload at an event.

The third reason to become warranted is that as a warranted officer of the SCA (*see Corpora I.D.2*), you may be covered by the SCA’s liability insurance <25> (*see By-Laws IX*) <7>. Such coverage depends on the nature of the incident that engendered litigation, whether the country you live in is included in the SCA’s policies, and what your role was in the incident in question, etc. (*see Appendix D*). For example, if you performed an emergency tracheotomy on the list field when the only thing wrong was a sprained ankle, it is extremely doubtful that you’ll be covered under the SCA’s liability insurance. The extent of coverage is also variable, since the SCA occasionally changes insurance carriers, and every insurer and policy is different.

Because the coverage extended under the SCA’s liability policies depends on several variables, an absolute guarantee of coverage can not be promised. The SCA, however, has been involved in a small number of civil suits in more than one country, and overall, SCA officers have been protected by the insurance and their legal expenses reimbursed where applicable.

What This Handbook is About [I.7]

This handbook contains policies and procedures for the administration, organization, and performance of first aid by Chirurgeons at events held by the SCA, Inc. These policies are promulgated by the Chirurgeon General of the SCA (see *Section II.19 and Corpora VI.J*). The contents of this Handbook represent the minimum standards of conduct and service expected of any Chirurgeon. Although each individual Kingdom <21> may require more procedurally than what is set forth here, no Kingdom may require a minimum standard of care greater than the minimum presented in this handbook (see *Sections III.1, III.2 and IV.6*).

What This Handbook Is Not About [I.8]

This handbook is not a first aid manual. First-aid literature is best obtained through organizations like the American Red Cross <40> or St. John's Priory <46> in Australia, England or Canada. This handbook is also not concerned with the historic practice of medicine during the Middle Ages and Renaissance. While individual Chirurgeons may wish to pursue academic research into historical practices, the Chirurgeonate as a whole has no desire whatsoever to recreate the dark ages of medicine. We practice modern first aid as a volunteer service at SCA events; the study of medieval medicine is encouraged, but not practiced by the Chirurgeonate.

The Authority of This Handbook [I.9]

This Handbook is the recognized and approved standard procedural manual for the organization, and administration of first aid at SCA events. It was approved by the Board of Directors <6> of the SCA on _____ (see *Corpora I.C*). The procedures in this handbook apply to all Chirurgeons and to all other recognized officers of the SCA where applicable (see *Corpora I.A, I.C and I.D.2*).

If a policy or procedure from this handbook is in contravention with any law of any governmental jurisdiction, then that law takes precedence over this Handbook (see *Corpora I.A*).

Who We Are (Personnel)

Why a Guild? [II.1]

Though the Chirurgeonate is an SCA office, much of our organization and terminology is modeled after a guild. Many years ago, Chirurgeons used the same organizational framework as other offices, i.e., Chirurgeons were local, Principality <38>, and Kingdom <21> officers. Since Chirurgeons were the only officers, however, who were required to hold a non-SCA credential, such as first-aid certification or medical license, as a condition of holding the office, there was confusion at the local level about who would issue, deny, or revoke a Chirurgeon's warrant. There were also jurisdictional disputes regarding who would be the Chirurgeon-in-Charge at local events. The development of the guild structure was an attempt to address some of these difficulties (*see Sections III.11 and III.16*).

Prerequisites to be a warranted Chirurgeon [II.2]

In order to become a fully warranted Journeyman Chirurgeon (*see Sections II.9 through II.13*), you must meet the following conditions:

- You must serve an observation period as an Apprentice Chirurgeon <1> for evaluation of attitude, demeanor and training in SCA-specific knowledge such as the rules for armored combat and the contents of this Handbook.
- You must be as old or older than the legal age of majority <23> in the state, province, territory, and/or country where you live (*see Corpora I.A*).
- You must possess a current first-aid certification or acceptable alternative (*see III.1 and III.3*).
- You must possess a current cardiopulmonary resuscitation (CPR) certification (*see III.2 and III.3*).
- You must be a member of the SCA. The type of membership must provide immediate access to your Kingdom newsletter (*see Corpora I.D.1, I.D.2 and VII.K.3; and By-Laws V.C.2.b*).
- You must provide the following to whomever will issue your warrant (*see Section III.14*):
 - 1) Proof of age of majority (a copy of your driver's license should suffice)
 - 2) A copy of your first-aid or medical credentials
 - 3) A copy of your CPR certification

- 4) Proof of SCA membership (a blue membership card is sufficient; a mailing label or a non-blue membership card is sufficient only if accompanied by properly-executed waiver) (*see Corpora I.D.1 and Corporate Policy IV.C*).

Apprentice Chirurgeon [II.3]

Apprentice Chirurgeons <1> are applicants to become warranted Chirurgeons. The requirements to become an Apprentice Chirurgeon are listed in Section III.5.

The Purpose of Apprenticeship [II.4]

The purpose of apprenticeship is to evaluate the first-aid skills of apprentice Chirurgeons in the SCA setting and to teach them the administrative policies and procedures of the Chirurgeonate.

Apprenticeship is first and foremost a time for evaluation on the application of first-aid treatment within the structure of the SCA (*see Section II.2*). The SCA Chirurgeonate does not teach first aid, nor should an apprentice expect the SCA to provide any first-aid training. Obtaining first-aid training is the responsibility of the Apprentice.

How to Become an Apprentice Chirurgeon [II.5]

In order to be accepted as an Apprentice Chirurgeon, a candidate must apply to the Kingdom Chirurgeon in writing. The application must include: a statement of desire from the candidate to become an Apprentice Chirurgeon; proof of current first-aid certification or acceptable equivalent; proof of CPR certification; proof of age of majority <23>; the candidate's SCA name <43>, legal name, address, and telephone number. See Appendix E for a sample application form.

Only a Kingdom Chirurgeon may accept a candidate as an Apprentice Chirurgeon.

Duties and Responsibilities of Apprentice Chirurgeons [II.6]

An Apprentice Chirurgeon will gather all the necessary certifications and information required for warranting, and will forward these items to the Kingdom Chirurgeon.

An Apprentice must serve an observation period for as many SCA events <16> as deemed sufficient and necessary by the Kingdom Chirurgeon. Any

and all service performed by an Apprentice Chirurgeon at an SCA event will be under the direct observation of a warranted Chirurgeon (*see Section III.5*).

The observation period is an evaluation time. Apprentices are evaluated for: first-aid skill; common sense; an appropriate attitude (i.e. calm, confident, helpful, etc.); and knowledge of the limits, responsibilities, and liabilities of performing Good Samaritan first aid (*see Appendices C and D*).

The observation period is a training period during which Apprentice Chirurgeons are expected to learn and become knowledgeable regarding the SCA in general; SCA combat <42> (to the extent possible by observation and by discussion of combat rules and conditions if the candidate is not a combatant); armor and armor standards <2>; the roles of other officers and their interactions with the Chirurgeonate; organizational responsibilities of a Chirurgeon-in-Charge; the policies and procedures contained in this Handbook; the local Kingdom Chirurgeonate's policies and practices; and local, county, state, province, and national laws governing first aid in the Apprentice Chirurgeon's Kingdom.

While serving duty during the observation period, an Apprentice Chirurgeon may wear a badge <4>, favor <17> or token <48> bearing the badge of the Chirurgeonate with no border.

No Apprentice Chirurgeon will perform any first aid as a representative of the Chirurgeonate. Any unsupervised first aid performed by an Apprentice Chirurgeon is considered the action of a private individual (*see Section III.5*).

Apprenticeship in Geographically Isolated Areas [III.7]

Some candidates for Apprentice live in isolated areas where there are no warranted Chirurgeons within a reasonable traveling distance. For these candidates, apprenticeship may be conducted by correspondence as outlined below.

All paperwork necessary for warranting must be sent to the Kingdom Chirurgeon **PRIOR** to being accepted as an Apprentice.

The Apprentice may then perform first aid on a trial basis in the presence of the Seneschal <44> or Marshal <28> of his or her local group <26> at events held by the local group only. First aid performed at fighter practices may qualify as first aid at a group event for the purposes of this Handbook and at the discretion of the Kingdom Chirurgeon.

Completion of the evaluation period may occur upon receipt by the Kingdom Chirurgeon of affidavits from at least three people verifying to the best of their ability that the Apprentice has fulfilled the training

requirements of this Handbook outlined above. These three people must include the Seneschal and the Marshal of the local group (if the group has one).

Advancing Beyond Apprenticeship [II.8]

Apprenticeship in the Chirurgeonate ends by either receiving a warrant as a Journeyman Chirurgeon or by being dismissed by the Kingdom Chirurgeon.

Journeyman Chirurgeon [II.9]

Chirurgeons are both volunteer first aiders and warranted at-large officers of the SCA (*see Corpora I.D.2 and VII.J.4*). A Journeyman Chirurgeon is fully warranted and sanctioned to provide volunteer first aid at SCA events <16> and serve in Chirurgeon-specific offices (*see Section II.2*).

Duties and Responsibilities of Journeyman Chirurgeons [II.10]

- You must work a minimum of one event per year. Proof of serving at an event can only be established by reporting in writing to your Kingdom Chirurgeon (*see Sections IV.5 through IV.7*).
- You must report in writing to your Kingdom Chirurgeon at least once a year (*see Section IV.7*), or as required by this handbook or by your Kingdom Chirurgeon (*see Section IV.6*).
- All service in the Chirurgeonate is on a volunteer basis. No one can place you on duty as a first-aid provider for any portion of an event if you are unwilling to work as a first aider at that time (*see Section III.8*).
- The Journeyman Chirurgeon may display the Chirurgeon badge <4> on a baldric <5> or tabard <47> with a white border (*see Appendix B*).
- If you are available, willing, and designated to give first aid at an event, you must provide that first aid to any and all who request it (*see Section III.8*).
- When you are available and willing to provide first aid at an SCA event, you may be identified by wearing a baldric or tabard charged with the badge of the Chirurgeonate. A Chirurgeon who is not on-duty and does not want to be approached to provide care should not wear the badge of the Chirurgeonate.

- You must possess or have access to a first aid kit while on duty (see *Sections III.7 and III.8*).
- You will only provide first aid as defined and/or authorized in this handbook while performing as a Chirurgeon (see *Sections III.1 through III.9*).
- If you are Chirurgeon-in-Charge for an event you must fulfill the additional duties and responsibilities of a Chirurgeon-in-Charge as described in *Sections III.10 through III.12*.
- You may, at the discretion of you Kingdom Chirurgeon, observe and evaluate the performance of Apprentice Chirurgeons <1> at SCA events. The items for evaluation are listed in *Section II.6*. In addition, you should endeavor to train apprentices in those subjects which are listed in *Sections II.4 and II.6*. After observing an Apprentice Chirurgeon at an event, you must report the Apprentice's performance to your Kingdom Chirurgeon (see *Section IV.4 and Appendix E for a sample report form*)

Requirements to Maintain Active Status as a Chirurgeon [II.11]

In order to stay on the roster of warranted Chirurgeons, you need to maintain your SCA membership, keep your CPR and first-aid certifications or medical credentials current (see *Sections III.13 and III.14*), work at least one event a year (see *Section II.10*), and report in writing to your Kingdom Chirurgeon annually (see *Section IV.7*). Your Kingdom Chirurgeon may require reports more frequently (see *Section IV.6*).

Re-warranting Inactive Chirurgeons [II.12]

During the time that your warrant is valid, if your membership and/or certifications expire, you can not provide any first aid as an active SCA Chirurgeon until you have renewed your membership and certificates (see *Section III.14 and Corpora I.D.1*). So long as your warrant is still valid, you may return to active status as a Chirurgeon as soon your paperwork is renewed. Whenever your warrant itself expires, you must submit proof of valid SCA membership and certifications to the Kingdom Chirurgeon in order to receive a new warrant.

Suspension and Removal of a Chirurgeon [II.13]

Any suspension or removal from office must follow the guidelines outlined in *Corpora I.C.3, IV.H.7, VII.L.2, and VII.M; and*

Corpora Appendix A). A Chirurgeon may be suspended or removed from office for (but not limited to) the following reasons:

- Violation of reasonable first-aid practices judged against the medical or first-aid qualifications of the Chirurgeon
- Inability or refusal to cooperate with other Chirurgeons, with Marshals <28>, or with other SCA officers or members ("attitude problems")
- Failure to fulfill the duties and procedures outlined in this Handbook
- Violation of privacy <49>
- Treatment without proper consent <10>

Master Chirurgeon [II.14]

Each Kingdom <21> may designate certain individuals as Master Chirurgeons. These are individuals who have exceptional abilities and have given exceptional service to the Chirurgeonate and the Society. The designation of Master Chirurgeon is not rewarded on the basis of advanced certifications or on precedence <37> within the SCA, but on ability and service within the Chirurgeonate alone.

The designation of Master Chirurgeon is bestowed at the discretion of the Kingdom Chirurgeon or the Chirurgeon General.

The duties, responsibilities, and warranting requirements of a Master Chirurgeon are the same as those of a Journeyman Chirurgeon. The Master Chirurgeon designation does not imply that a Master Chirurgeon supersedes any other Chirurgeon in a first-aid situation. The designation is honorary and does not indicate a superior position in any first-aid, medical or administrative hierarchy within the Chirurgeonate.

Master Chirurgeons may display the Chirurgeon emblem with a gold or yellow bordure on the baldric <5> or tabard <47>.

Chirurgeon Emeritus [II.15]

There are individuals who have exceptional abilities and knowledge about the Chirurgeonate, but due to circumstances outside of the SCA, these people are not able to be active in the Chirurgeonate. Many of these people have been Master Chirurgeons, or would have become Master Chirurgeons if they had been able to continue participation in the Chirurgeonate. Some of these individuals have never been able to join the Chirurgeon because they cannot perform first aid at SCA events due to legal or employment considerations. Others have been active Chirurgeons in the

past but have left the Chirurgeonate because of a permanent or temporary inability to maintain their certifications, often due to health concerns.

Rather than lose the resource and experience these individuals represent, they may remain or be placed on the Kingdom's Chirurgeonate roster as Chirurgeon Emeritus. Issuing a warrant for a Chirurgeon Emeritus is at the discretion of the Kingdom Chirurgeon.

The duties and responsibilities of a Chirurgeon Emeritus are to mentor and advise other Chirurgeons and other interested SCA officers on Chirurgeonate matters. Chirurgeons Emeriti do not provide any first aid at SCA events. The designation of Chirurgeon Emeritus is strictly honorary.

The circumstances which prevent a Chirurgeon from maintaining current certifications may not be permanent. If a Chirurgeon Emeritus who was a warranted Chirurgeon can renew old certifications or obtain new certifications sufficient for the practice of first aid in the SCA, then that person will be welcomed back into the ranks of active Chirurgeons in their former status, and their status as a Chirurgeon Emeritus will be rescinded.

Chirurgeon Emeriti may display a badge as registered by the Chirurgeon General with the College of Heraldry.

Chirurgeon-in-Charge (CiC) [II.16]

There will be a Chirurgeon-in-Charge at all SCA events <16> where the Chirurgeonate is functioning to coordinate and organize the Chirurgeons volunteering at the event. Only a Chirurgeon in good standing (*see Section III.14*) can function as a Chirurgeon-in-Charge. If a Chirurgeon is the only Chirurgeon functioning at an SCA event, then he or she is the Chirurgeon-in-Charge by default. Policies concerning Chirurgeons-in-Charge are listed in detail in Sections III.10 through III.12.

Kingdom Chirurgeon [II.17]

A Kingdom Chirurgeon must fulfill the requirements to be a Chirurgeon described in Section II.2.

A Kingdom Chirurgeon is a great officer of state of his or her Kingdom <21> and is warranted and removed by the Crown <14> and Chirurgeon General. (*see Corpora IV.C.8, IV.H.4, VI.1, VII.A, VII.H, VII.J.1, and VII.L.1*). The required paperwork for warranting a Kingdom Chirurgeon is the same as the paperwork described in Section II.2. The Kingdom Chirurgeon's SCA name <43>, legal name, address, phone number, and email address are also required. All these materials must be forwarded to the Chirurgeon General at the time of warranting.

A Kingdom Chirurgeon will maintain the Kingdom records of all the reports described in this Handbook (see *Sections IV.1 through IV.7*). He or she will also maintain a current directory of all Chirurgeons in the Kingdom including copies of certifications (see *Sections II.2, III.13 and III.14*). The Kingdom Chirurgeon will submit quarterly reports and other reports as required by the Crown <14> and/or Chirurgeon General (see *Corpora VII.A*).

The Kingdom Chirurgeon may exercise any of the prerogatives as described elsewhere in this Handbook (e.g., making Master Chirurgeons) (see *Sections II.5, II.7, II.8, II.10 through II.15, II.18, III.10, III.13 through III.16, and IV.5 through IV.7*).

A Kingdom Chirurgeon is the person who issues warrants to Chirurgeons in concert with the Crown (see *Sections III.13 and III.14; and Corpora IV.C.8, IV.E.3 and VII.J.4*). He or she will also develop, update, and administer Corporate and Kingdom Chirurgeonate policy with the aid of the appropriate Corporate and Kingdom officers.

Deputy Kingdom Chirurgeons [II.18]

A Deputy Kingdom Chirurgeon need not fulfill the requirements of a warranted Chirurgeon as described in Section II.2.

A deputy Kingdom Chirurgeon will be warranted and removed by the Kingdom Chirurgeon and Crown <14> (see *Corpora IV.H.4*). He or she will perform any duties as directed by the Kingdom Chirurgeon, though those duties will not include first aid unless a separate warrant is held as a Chirurgeon in good standing as described in Sections II.2, II.10 and II.11.

The Kingdom Chirurgeon may delegate duties to a deputy which benefit the Kingdom at large. The Kingdom Chirurgeon may also appoint a deputy who will serve a specific Principality <38> or Region <41> of a Kingdom. Such deputies are commonly known as Principality and Regional Chirurgeons.

If a Kingdom Chirurgeon does not desire a deputy or deputies, this office will not exist in that Kingdom at that time.

Chirurgeon General of the SCA [II.19]

The Chirurgeon General must fulfill all the requirements to be a Chirurgeon described in Section II.2.

The Chirurgeon General:

- 1) Is a corporate officer of the SCA (*see Corpora VI.A*)
- 2) Is appointed and removed by the Board of Directors <6> of the SCA (*see Section VI.A.3*)
- 3) Maintains records of serious injuries and works with the Marshal of the SCA <30> to develop policies and standards to minimize the occurrence of serious fighting injuries (*see Corpora VI.D*)
- 4) Warrants and removes Kingdom Chirurgeons in conjunction with the Crowns <14> of the Kingdoms (*see Corpora IV.H.4*)
- 5) Develops, updates, and administers corporate Chirurgeonate policy with the aid of appropriate SCA, first-aid, medical, and legal resources (*see Corpora VI.J*)
- 6) Submits quarterly reports to the President and Board of Directors <6> of the SCA, and carries out any further duties as directed by the Board of Directors (*see Corpora VI.A.1*).

Deputy Corporate Chirurgeons [II.20]

A Deputy Corporate Chirurgeon need not fulfill the requirements of a warranted Chirurgeon as described in Section II.2 . Any Deputy Corporate Chirurgeon will be warranted or removed by the Chirurgeon General and the Board of Directors (*see Corpora VI.A.3*).

A Deputy Corporate Chirurgeon will perform any duties as directed by the Chirurgeon General. These duties will not include first aid unless a separate warrant is held as a Chirurgeon in good standing as described in Section II.2.

If the Chirurgeon General does not desire a deputy or deputies, this office will not exist at that time.

What We Do and How We Do It (Procedures)

Primum non nocere – First do no harm

First-aid Certification and Acceptable Alternatives [III.1]

In the Chirurgeonate, the minimum acceptable first-aid certification is one earned in a basic first-aid course designed for adult students which tests both knowledge and performance of first-aid skills (i.e., it cannot be a demonstration-only course). This excludes youth-oriented courses such as babysitting or junior lifesaving courses. It is **strongly** recommended that Chirurgeons obtain training in child and infant first aid. Agencies that provide acceptable courses include the affiliate organizations of the International Red Cross <40>, the Wilderness Medicine Institute in the USA and Canada, and St.. John's Priory of Australia to name a few. Certification earned in a course teaching more advanced first-aid techniques is also acceptable. The acceptability of a specific first-aid course will be determined by the Kingdom Chirurgeon in consultation with the Chirurgeon General.

Some acceptable alternatives to first-aid certification include licensure as a physician or nurse, or certification as an emergency medical technician. Holders of advanced certificates need to be familiar with the practice of first aid in a remote environment with no adjunctive equipment.

No Kingdom Chirurgeon may require a higher minimum standard of training than described above. The Chirurgeon General of the SCA is the final arbiter of what constitutes acceptable first-aid training.

CPR Certification [III.2]

The minimum acceptable cardiopulmonary resuscitation (CPR) certification is Adult CPR based on the standards published by the Emergency Cardiac Care Committee of the American Heart Association. Courses taught by the American Red Cross and American Heart Association will meet the current standards. Other certifying agencies who follow this standard are also acceptable. The course must test both knowledge and performance (i.e., it cannot be a demonstration-only course). It is **strongly** recommended that Chirurgeons also be trained in child and infant CPR.

The CPR requirement can also be satisfied when CPR is included as part of the first-aid course. The course must include rescue breathing, cardiopulmonary resuscitation, and removal of foreign body airway obstruction. Senior First Aid (St. John's Priory of South Australia) is an example of a first-aid course which also satisfies the CPR requirement.

No Kingdom Chirurgeon may require a higher minimum standard of training than described above. The Chirurgeon General of the SCA is the final arbiter of what constitutes acceptable CPR training.

Standard of Care [III.3]

The minimum standard of care for first aid for Chirurgeons is based on the content of the American Red Cross adult basic first-aid course. More advanced first aid is also acceptable, so long as the Chirurgeon does not administer first aid at a level which exceeds his or her current certification, current CPR certification, and/or current medical certification or license (see Section III.4). Advanced first aid as taught in courses such as Wilderness First Aid (Wilderness Medical Society), Senior First Aid (St. John's Priory of South Australia), or Secourisme Avancé (Croix Rouge de Belgique) or their equivalents does not exceed the standard of first aid sanctioned by the SCA.

This being said, it is not the intent of the Chirurgeonate to provide a full-fledged pre-hospital trauma life-support unit. The Chirurgeonate serves as a bridge between the injured person and the local emergency medical response system. Any incident which calls for skills beyond basic first aid should be referred to the local medical facility. The typical event site <45> does not lend itself to sanitary care. The discriminating factor should be if the incident requires more than a bandage, ice, or splint, then the patient should be referred to the local medical facility.

Medical Aid [III.4]

Medical aid is any aid which requires a certification or license issued by any governmental agency. **Medical aid exceeds the standard of first aid sanctioned by the SCA.** Any medical aid is rendered under the administering person's medical certification or license, and is **not** sanctioned by the SCA. Before any medical aid is given, the person being treated must be informed that this aid is done without sanction of the SCA, the Chirurgeonate, or the Kingdom, and is strictly a private arrangement between the individuals involved, governed by the laws of the state, province, territory and/or country in which such aid is given.

Sanctioned vs. Unsanctioned First Aid [III.5]

Only Chirurgeons warranted in good standing can administer first aid at SCA events <16> with the sanction of the SCA. Any first aid administered by a Chirurgeon whose warrant is lapsed or suspended is not sanctioned by the SCA. Any person rendering first aid at an SCA event who is not a member of the Chirurgeonate does so without the sanction of the SCA. If a

Chirurgeon can dispense medication under his or her medical certification or license, such an action does not have the sanction of the SCA and Section III.4 wholly applies.

Consent [III.6]

Any first aid rendered by a Chirurgeon at an SCA event is subject to the laws of consent <10> of the state, territory, province and/or country in which aid is given. No conscious person will be forced to accept treatment without his or her consent. Treating a patient without proper consent is grounds for revocation of the Chirurgeon's warrant.

Treatment of minors <31> is subject to the appropriate laws of the state, territory, province and/or country where any SCA event is held. It is the individual Chirurgeon's responsibility to know and comply with these laws. For example: in some states in the United States, no minor may receive treatment other than that required to sustain life in an emergency unless a *medical authorization for minors* form is executed and consent is obtained from a parent, legally designated responsible adult, or legal guardian who is present at the event (*see Corporate Policies IV.B through VI*) <13>. A minor who is legally emancipated may be treated as an adult. In countries other than the United States, the laws concerning consent for first aid and medical treatment for minors varies greatly. Chirurgeons in those countries should be familiar with specific laws that govern the treatment of minors where aid is rendered (*see Corpora I.A*).

Medications [III.7]

No medications of any kind will be administered by any Chirurgeon. If anyone requests an over-the-counter <36> medication from a Chirurgeon, the Chirurgeon may hand the container of that medication to the requester and advise the requester to follow the label directions for taking that medication. The requester should dispense the medication themselves. Under no circumstances will a Chirurgeon recommend or dispense a medication or recommend a dosage. If a Chirurgeon can dispense medication under his or her medical certification or license, such an action does not have the sanction of the SCA and Section III.4 wholly applies.

This policy is based on first aid performed in the United States, the country with the largest number of SCA members. In some countries, however, there are a limited number of circumstances where it is legal for a first aider to administer certain specific medications in an emergency (e.g., epinephrine in Mexico). In some places, there may even be a legal obligation to do so (e.g., France). Chirurgeons in these countries should be familiar with laws governing the emergency administration of medicines by first

aiders (see *Corpora I.A*). Whether such aid is considered first aid sanctioned by the SCA can only be determined on a case by case basis.

General Policies [III.8]

There is no requirement for the Chirurgeonate to function at any SCA event <16> (see *Corporate Policy IX*). A Chirurgeon who is at an event but not on duty, and does not wish to be on duty, is not required to provide first aid unless required otherwise by law (see *Corpora I.A*).

Any Chirurgeon who is available and willing to provide first aid at an event can not be prohibited from doing so by anyone other than the Kingdom Chirurgeon or a duly-delegated administrative superior in the Chirurgeonate (e.g., a CiC at an interkingdom event).

First aid in the SCA is Good Samaritan in nature (see *Appendix C*), and therefore is provided free of charge. No one will be charged for a Chirurgeon's care, including first aid supplies. Kingdom and local custom governs who pays for the maintenance of Chirurgeons' first-aid kit. Since first-aid supplies benefit the populace and SCA groups as a whole, receiving contributions of supplies or money for supplies is permitted both from individuals and groups. Any donations should be documented and also reported to the Kingdom Chirurgeon in a Chirurgeon's yearly doomsday report (*Section IV.7*). Raffles and other activities to raise money for the Chirurgeonate are acceptable as long as they conform to local laws governing such activities.

No conscious person will be forced to accept treatment without his or her consent <10>. A Chirurgeon needs to document when consent is denied (*Section IV.3*). When a person is not conscious, standard medical practice considers this person to have given implied consent. When treatment is given by implied consent, the Chirurgeon giving the care must document this (*Sections IV.1 and IV.2*).

All treatment records and documentation will be treated as confidential. Release of treatment reports outside the Chirurgeonate is considered a breach of confidentiality <9> and is grounds for revocation of the Chirurgeon's warrant. Other SCA offices may require or request information from the Chirurgeonate which is necessary for improvements in health and safety at events. In such cases, reports of incidents from events that do not identify patients by name, nor include other personal information such as exact age, race, or residence do not violate confidentiality. Release of information on a patient other than a description of the injury or illness and how it occurred requires the written consent of that patient.

Only the Crown <14> (see *Corpora IV.C.9*), the Corporate Marshal <12>, Kingdom Marshals <22>, or Marshals-in-Charge may bar a fighter from combat. In certain situations, a Chirurgeon may consult with the appropriate parties regarding the safety of beginning or continuing combat involving an injured fighter. Such situations could include an injury or illness that would endanger the fighter's own health or safety, or an injury or illness that would endanger the opponent beyond the normal and acceptable risks of combat.

Combat Injuries [III.9]

When an injury or illness occurs on the field, the primary concern is safety of all involved. Don't let 'tunnel vision' of getting to and assisting the person in need blind you to the melee occurring right next to you. Also be aware of the safety of others on the field not involved with the incident. For example, fighters standing around in the sun could be subject to heat related illness. The Marshals <28> and Chirurgeons will work together to assist the person needing care and to maintain the safety and well-being of all parties on the field (see *Corpora VI.D and IX.B.1*).

A Marshal should call for a Chirurgeon if he or she suspects that a participant is experiencing more than a momentary distress. It is an extremely serious matter to delay the application of first aid when it is needed, and Marshals who ignore injuries may lose their authorization to supervise combat-related activities.

No Chirurgeon will enter the combat area <8> until summoned by a Marshal <28>. In the event of a suspected injury on the field, the Marshal should halt all fighting in the area and determine if Chirurgeonate assistance is needed. The hold may be a "local hold" if the safety of the injured person can be maintained. Once a Chirurgeon is summoned to the field, he or she should:

- 1) Obtain the consent <10> of the person needing first aid
- 2) Determine the extent of the problem
- 3) Inform the Marshal of the severity of the injury consistent with the ethical constraints of patient confidentiality <9>
- 4) Advise the marshal if the injured person can be moved
- 5) Assist the injured person off the field in a safe and expeditious manner (if necessary)

The Chirurgeon is responsible for the care of the injured party. On the field, the Chirurgeon will determine if the injury can be tended to "in place" or if the injured party can be removed from the field and then given attention. If removal from the field is necessary, the Chirurgeon is responsible for determining and implementing the most appropriate manner

(e.g., supported by others, carried on a shield or backboard, ambulance, etc.).

Fighting cannot resume until the injured person can continue in combat-related activities or is removed from the field. If the area is large enough and the Marshal in charge of the field can provide adequate protection for the injured party and the support personnel, fighting may be moved and allowed to resume. Both the Marshal and the responding Chirurgeon must be in agreement for this to happen. A Chirurgeon must survey the overall situation as well as attend the injured party, and make every effort to release as much of the field as possible so that combat may proceed. Chirurgeons who repeatedly exercise poor judgment in such matters may be barred from the list field and/or battlefield.

Any problem resulting from lack of cooperation between Marshals <28> and Chirurgeons will be reported to the Kingdom Earl Marshal <22> and the Kingdom Chirurgeon. The Kingdom Earl Marshal and/or Kingdom Chirurgeon will be responsible for taking appropriate action. The SCA channels for complaint and appeal will be followed in all cases (*see Corpora I.C.3 and Corpora Appendix A*).

The Organization of Chirurgeons at SCA Events [III.10]

There will be a Chirurgeon-in-Charge at all SCA events <16> where the Chirurgeonate is functioning to coordinate and organize the activities of the Chirurgeonate. Only a Chirurgeon in good standing can function as a Chirurgeon-in-Charge. If a Chirurgeon is the only Chirurgeon functioning at an SCA event, then he or she is the Chirurgeon-in-Charge by default.

There is no requirement that the Chirurgeonate be functioning at any SCA event (*see Corporate Policy IX*). If the Chirurgeonate is not functioning, the autocrat <3> should know how to reach emergency medical services quickly in the event of an injury or illness.

If members of the Chirurgeonate are present at an event, are warranted in good-standing, are willing to volunteer, and no Chirurgeon-in-Charge has been previously designated for that event, then those Chirurgeons may choose a Chirurgeon-in-Charge from amongst themselves. If members of the Chirurgeonate wish to organize themselves in this manner, then no one other than the Kingdom Chirurgeon may bar them from volunteering.

A Chirurgeon who is active in a local group <26> is neither required nor obligated to be the Chirurgeon-in-Charge of that group's events, even if the group has included that Chirurgeon on its roster of group officers (*see Sections II.1 and III.16 on Chirurgeons as local officers*). The autocrat of an event may ask any Chirurgeon in good standing to be the Chirurgeon-in-

Charge with the exception of inter-kingdom events (*see Section III.12*). The Kingdom Chirurgeon is the final arbiter of the choice of Chirurgeon-in-Charge at events.

Duties and Responsibilities of the Chirurgeon-In-Charge [III.11]

The Chirurgeon-in-Charge will identify themselves to the appropriate event officers (Autocrat, Marshal, Herald, site security) and ensure the populace is aware the Chirurgeonate is functioning and easily to locate. This is usually best done by having the Heralds make an announcement and setting up a Chirurgeon's Point with an appropriate banner in an easily accessible place.

The Chirurgeon-in-Charge will organize and coordinate the Chirurgeons who want to work at the event. They will verify the certifications and membership of any Chirurgeons who wish to volunteer to ensure that only Chirurgeons in good standing are working (*see Corpora I.D.a*). In addition, the Chirurgeon-in-Charge will coordinate with the Water Bearers' Guild if the guild is functioning.

The Chirurgeon-in-Charge should know how to contact emergency medical services quickly should the need arise. The Chirurgeon-in-Charge should also ensure that there are adequate first-aid supplies available at the event. The Chirurgeon-in-Charge is not responsible for providing these supplies out of his or her own pocket (*see Section III.8*).

The Chirurgeon-in-Charge is responsible for collecting all injury reports, refusal of care reports, and all other pertinent paperwork for inclusion in the event report. The Chirurgeon-in-Charge is responsible for sending the event report to the Kingdom Chirurgeon in a timely manner.

Duties and Responsibilities of the CiC at Interkingdom Events [III.12]

The duties and responsibilities of a Chirurgeon-in-Charge at an interkingdom event are the same as those in Section III.11 with the following exceptions:

The event report for an inter-kingdom event will be sent to the Chirurgeon General of the SCA and the Kingdom Chirurgeons of the Kingdoms directly involved in the event. The event report will at a minimum contain the same information as the *Event Report* found in Appendix E.

It is often a matter of kingdom custom and tradition as to who appoints the Chirurgeon-in-Charge of an interkingdom event. Regardless of whether the CiC is appointed by the Kingdom Chirurgeon of the hosting Kingdom, the event autocrat, or a committee, the appointment should meet the

approval of the Kingdom Chirurgeons of the sponsoring Kingdoms. If there is a disagreement about the choice of Chirurgeon-in-Charge, then the Chirurgeon General will be the final arbitrator.

Chirurgeons' Warrants [III.13]

A warrant is a document which affirms your status as an SCA officer (*see Corpora I.D.2 and VII.J.4*) for a length of time specified by the Kingdom Chirurgeon who issued your warrant. The term “warrant” here is somewhat of a misnomer. In the past, every local officer received an actual piece of paper called a warrant, signed by their superior in office and by the King and Queen of their Kingdom <21>. As the SCA got larger, however, issuing individual warrants became a paperwork nightmare. To address this problem, the Board of Directors <6> of the SCA introduced the roster system to replace individual warrants for officers below the Kingdom level. Kingdom and Corporate officers still receive individual warrants (*see Corpora VII.K.1 and Corpora Appendix B*).

For the purposes of this Handbook, “warrant” is synonymous with “roster” or “term of office.” The roster is essentially a group warrant for all the Chirurgeons in a Kingdom <21>. The Kingdom Chirurgeon must maintain the roster, update it, and have it confirmed by signature of the Crown <14> (*see Corpora IV.C.8, IV.E.3, and VII.J.4*). Your “warrant” expires, i.e., your term as an officer expires on the date which is listed in the roster (*see Corpora VII.K*). Your term in office as a Chirurgeon can be as long as the Kingdom Chirurgeon wishes to make it, though more than three years is not recommended.

The roster lists names, addresses and phone numbers, and these types of information can not be released publicly in many countries. If you plan on volunteering as a Chirurgeon in another Kingdom <21>, you therefore can't take the roster or even a copy of the roster as proof that you are an officer. When you were first warranted, the Kingdom Chirurgeon may have sent you confirmation of your officer status in the form of a letter or Chirurgeon authorization card. Either of these should be sufficient proof that you are a warranted Chirurgeon. If you didn't receive either of these, you can request that your Kingdom Chirurgeon send you a letter or Chirurgeon authorization card which states that you are indeed a warranted Chirurgeon.

Warranting/Rostering Policies [III.14]

Only a Kingdom Chirurgeon in concert with the Crown <14> can warrant a person as a Chirurgeon (*see Corpora IV.C.8 and IV.E.3*). Appointment as a Chirurgeon is effective when the Kingdom Chirurgeon places that person on the valid kingdom roster of Chirurgeons and that appointment is confirmed

when the Crown signs the roster (*see Corpora VII.J*). The roster does not need to be signed by the Crown every time an addition or change is made; though the Kingdom roster must be updated and confirmed by the Crown regularly, in accordance to the customs and traditions of each individual Kingdom (*see Corpora IV.C.8, IV.E.3, VII.J and VII.K*). A warrant or roster is valid only if it conforms with the policies set forth in Corpora and the directives of the Board of Directors of the SCA (*see Corpora VII.J through VII.M*). A Chirurgeon's warrant issued in one Kingdom <21> is valid in all other Kingdoms. A Chirurgeon may volunteer at any event in any Kingdom with the consent of the Chirurgeon-in-Charge. If there is no Chirurgeon-in-Charge, then the policies in Section III.10 apply.

A Chirurgeon is warranted "in good standing" for the duration specified on the Kingdom roster of Chirurgeons, so long as the following items have not expired: first-aid certification (or equivalent), CPR certification, and/or membership in the SCA (*see Sections II.2, II.5, II.6, III.1 and III.2; also see Corpora I.D.1 and VII.K*).

If a Chirurgeon's first-aid (or alternative) certification, CPR certification, and/or SCA membership have expired, then that Chirurgeon's warrant has "lapsed" and is inactive until all out-of-date paperwork is renewed. The Chirurgeon with the lapsed warrant will not perform any Chirurgeonate duties at events until all paperwork deficiencies are remedied. Reinstatement to good standing is automatic as long as the Chirurgeon's warrant has not expired, and all other paperwork has been renewed (*see Section II.12 and Corpora I.D.1*).

Proof of a valid warrant along with proof of membership, certifications and/or licenses must be presented to the Chirurgeon-in-Charge at an event where a Chirurgeon wishes to volunteer as proof of a warrant in good standing.

If a Chirurgeon's warrant itself has expired, then the Chirurgeon must send proof of current SCA membership, and certification and/or licenses to the Kingdom Chirurgeon in order to be issued a new warrant. Sending copies of renewed membership, certifications and/or licenses to the Kingdom Chirurgeon is not necessary if a warrant has only lapsed, though it is encouraged and may be requested by the Kingdom Chirurgeon as a Doomsday or other reporting requirement. (*See Sections IV.6 and IV.7*).

When a warranted Chirurgeon moves to a new kingdom, his or her warrant is still valid. Kingdom Chirurgeons should send letters of recommendation with the moving Chirurgeon so that the warrant can be transferred to the new Kingdom (at the discretion of the Kingdom

Chirurgeon). An orientation to the procedures and customs of the new Kingdom may be required.

Chirurgeon Authorization Cards [III.15]

The Chirurgeon's authorization card was designed as a compact form of proof that the holder was a rostered Chirurgeon, especially when volunteering as a Chirurgeon in a Kingdom other than their home.

When a roster and a Chirurgeon's Authorization Card are used together, then the expiration date on the Chirurgeon's authorization card must be the same as the warrant expiration date specified on the Kingdom roster of Chirurgeons. A Chirurgeon's term of office and their Chirurgeons' authorization card are only valid for the same length of time specified by the Kingdom Chirurgeon, and both expire on the same date. When a card and warrant have expired, the Kingdom Chirurgeon may renew the Chirurgeon's term of office by rerostering and issuing a new card (*see Sections II.12 and III.14, and Appendix A*). A Chirurgeon's warrant and authorization card may be issued for a time period greater than the recurrence interval between confirmation of a roster by the Crown; for example, a warrant and authorization card may be issued for a two year period, though the Crown may wish to confirm the roster once a reign.

If a Chirurgeon is suspended or removed from office, the Chirurgeon authorization card must be returned to the Kingdom Chirurgeon.

Chirurgeons as Local Officers [III.16]

All Chirurgeons are warranted as officers-at-large <35>. If a branch below the level of Kingdom <21> wishes to appoint a Chirurgeon to its council of officers, nothing in this Handbook will prevent them from doing so. The Chirurgeon's warrant will be independent of such an appointment.

A Kingdom Chirurgeon may develop a policy on appointing Chirurgeons to territorial branches, so long as that policy does not conflict with the at-large nature of Chirurgeons' warrants nor the policies for appointing a Chirurgeon-in-Charge at an event (*see Sections II.1 and III.10*).

Paperwork

Event Reports [IV.1]

Reports are required for each and every event at which the Chirurgeonate functions, even if there have been no injuries. Reports should include, at a minimum, the event name, date, Chirurgeons volunteering, injury reports, refusal of consent forms, and any other pertinent paperwork. Filing an event report is the responsibility of the Chirurgeon-in-Charge. See also Section III.12 for event report requirements for interkingdom events and Appendix E for a sample event report form.

Injury Reports [IV.2]

All treatment should be documented. Injuries and illnesses should be reported by level.

A ***minimal*** injury or illness is one that may be treated on-site using basic first-aid techniques and is not likely to need medical follow-up. Examples include small bandage requests, OTC <36> medication requests, minor contusions and abrasions, heat exhaustion, mild sprains, minimal burns, and splinters.

A ***moderate*** injury or illness is one that is treated on-site, but would commonly require medical follow-up. Examples include fractures, dislocations, lacerations requiring sutures, burns, environmental injuries, medical problems, and substance abuse problems such as alcohol poisoning.

Serious injuries are those that require immediate treatment and transport and/or treatment of minors <31>. These should be reported individually on a separate sheet from the event summary and should include:

- Event name
- Date
- Legal and SCA name <43> of the treated person(s)
- If the treated person is a minor <31>, that person's age and the name of the adult giving consent for treatment
- Description of the illness or injury
- Action taken (including where patient was taken and how they were transported)
- Legal and SCA names of the attending Chirurgeon(s)

Reports When Consent is Refused [IV.3]

If a person refuses first-aid treatment or advice to seek medical treatment for a significant injury or illness, then the attending Chirurgeon must document the matter fully in writing for submission with the event report. Refusal of consent and/or refusal of care forms, appropriately witnessed, should be used whenever possible.

Apprenticeship Reports [IV.4]

When a warranted Chirurgeon has observed an Apprentice Chirurgeon at an SCA event, that Chirurgeon will report on the progress of the Apprentice and on the Apprentice's suitability for warranting.

Filing Reports [IV.5]

The reports described in Sections IV.1 through IV.4 will be sent to the Kingdom Chirurgeon in a timely manner. All Chirurgeonate reports and records shall be kept by the Kingdom Chirurgeon for a minimum of ten years, or until the 28th birthday of the patient, whichever is later.

Other Reports [IV.6]

Periodic reports from Chirurgeons other than event reports may be required at the discretion of the Kingdom Chirurgeon.

Doomsday Reports [IV.7]

An annual "Doomsday" report must be made by each Chirurgeon to their Kingdom Chirurgeon. This report, at a minimum, should recap the activities for the year of each Chirurgeon.

Appendix A: Text for Chirurgeon Authorization Cards

<Legal Name>, called in these current middle ages by the name, <SCA Name>, is rostered in <Kingdom> to perform first aid at SCA events upon presentation to the appropriate authorities of a valid first-aid or medical certification, a valid CPR card, proof of SCA membership, and proof of age of majority. This card expires on <date>

Signed <Kingdom Chirurgeon>, <Kingdom>

Appendix B: Heraldry

Gules, on a goutte argent a fleam gules. <20>



Appendix C: Good Samaritan Laws

In the parable of the Good Samaritan, a traveler on the road to Jericho was robbed and beaten and left for dead on the side of the road. Both a priest and a Levite, i.e. two professional religious people, spotted the distressed traveler but couldn't be bothered to stop. Subsequently, a man from Samaria (a people despised by the Jews at the time) spotted the distressed traveler, bandaged him up, transported him to a facility where he would get some long-term care, and paid the long-term caregivers in advance for the costs of the traveler's recuperation. The Samaritan didn't have to stop and help the distressed traveler. His aid was voluntary and given with no expectation of recompense or reward.

Good Samaritan laws are intended to protect people who, like the biblical Good Samaritan, stop and give aid voluntarily. These laws protect the aid-giver from liability <24> claims filed either by the person he or she helped or by someone representing that person, such as the family, the estate or heirs, or some other third party. In general, Good Samaritan laws provide immunity from liability to anyone who offers help at an accident or emergency. In order to benefit from a Good Samaritan Law, the following conditions should be met:

- The aid rendered must be in good faith, i.e., without ulterior motive
- There is no expectation of reward and no recompense is demanded
- Any aid given does not exceed the rescuer's first-aid or medical training
- Any aid given does not exceed the rescuer's first-aid or medical credentials

Many Good Samaritan laws have limitations and exclusions, e.g. if the rescuer's actions were unreasonable and aggravated the plight of the victim, then the rescuer can be held liable. Other Good Samaritan laws exclude certain classes of people, like Physicians' Assistants in California.

The first Good Samaritan law was passed in 1959 in California, and originally covered only MDs and RNs. Since then, most states and provinces in the United States and Canada have adopted Good Samaritan laws and have extended Good Samaritan immunity from liability to most medical professionals, first aiders and bystanders. Each Good Samaritan law is different, and it is up to each Chirurgeon to know what the law covers in his or her state or province (*see Corpora I.A*).

Most countries with Roman Law systems (i.e., most of continental Europe) also provide liability immunity for anyone who gives aid at an accident or emergency because of their legal obligation to assist. These are

not Good Samaritan laws *per se*, since aid rendered under a Duty to Assist <15> is not voluntary, but they offer similar protection from liability. Chirurgeons who volunteer their first-aid skills in places with Roman law judiciaries should be familiar with the laws governing their Duty to Assist and their immunity from liability (*see Corpora I.A*).

Appendix B: Liability Issues

Would the SCA be better off without the liability <24> profile presented by organized first aiders, i.e. the Chirurgeonate? It's an old argument, and an issue most Chirurgeons have pondered. As the argument is usually stated, the best way to avoid liability due to the actions of an SCA Chirurgeon is not to have SCA-sponsored Chirurgeons in the first place. In reality, this stance is myopic and fails to consider that 1) not having a Chirurgeonate may expose the SCA to other kinds of liability, and 2) the SCA exists in places other than the United States, where laws concerning first-aid and emergency response are very different. Though the SCA was started in the United States, the SCA today is international and must consider more than one country's laws.

In the United States and other Common Law countries, a person is usually not obliged to help anyone at an accident or in an emergency unless a duty to assist <15> already exists (e.g., a lifeguard and someone drowning). If a person with no prior duty to assist renders aid to a victim of an accident or injury, where that aid is voluntary and without expectation of reward, then the person giving that aid is usually immune to liability under the provisions of most state or province "Good Samaritan" laws. In certain places, however, like Minnesota and Wisconsin, relatively new legislation now imposes a duty on everyone to help the victims of accident or injury if they are able and can do so safely. In Roman Law countries, which include most of Europe, everyone is obligated to help the victims of accident or emergency; if you are able to help, then not doing so is a crime.

Having a Chirurgeonate may leave the SCA open for torts of malfeasance <27> and misfeasance <32>, but not having a Chirurgeonate can leave the SCA open for torts of nonfeasance <34> and negligence <33>. Arguing as to which is the lesser evil is irrelevant, since the attitude of a judiciary towards Good Samaritan first aid and the Duty to Assist <15> is different in each state, province and country where the SCA holds events <16>. There is no one magic formula that will shield the SCA and its officers from all liability in all the places where SCA events are held.

Appendix E: Example Forms

These forms are available for download from www.sca.org in PDF form format which allows the forms to be printed for use at events, or filled out on the computer.



CHIRURGEON EVENT REPORT



EVENT _____

EVENT DATE(S) _____ HOST GROUP _____

LOCATION _____

MARSHALL-IN-CHARGE _____

CHIRURGEON-IN-CHARGE _____

WARRANTED CHIRURGEONS	
Name	Home group

APPRENTICE CHIRURGEONS OBSERVED*	
Name	Home Group

***Attach Apprentice Evaluations**

WEATHER AND CONDITIONS _____

Attendance at Event _____ Number of: Heavy Fighters _____ Rapier Fighters _____

Really, nothing happened

MINIMAL INJURIES*

	Heavy	Rapier	Kitchen	Dancing	Camping	Bystander	Other
BAND-AIDS							
OTC meds							
Mild Heat injury							
Contusions/ abrasions							
Musculoskeletal							
Burns							
Splinters/FB							
Substance abuse							
Other							

***Treated on-site, unlikely to need medical follow-up**

MODERATE INJURIES*

	Heavy	Rapier	Kitchen	Dancing	Camping	Bystander	Other
Fractures							
Dislocations							
Lacerations							
Unconsciousness							
Burns							
Environmental							
Medical							
Substance abuse							
Other							

* Treated onsite and requiring medical follow-up

SERIOUS INJURIES*:

***Injuries requiring immediate transport and treatment and/or treatment of minors**

Reported on separate page(s)

None

COMMENTS:

CHIRURGEON-IN-CHARGE _____

LEGAL NAME _____

LEGAL SIGNATURE _____

DATE _____



Application for Chirurgeon Apprentice



Date: _____

Legal Name: _____ Age: _____

SCA Name: _____

SCA Group: _____

Address: _____

Phone: _____ E-Mail: _____

Document	Type	Expiration Date
Proof of Age/Date of Birth		n/a
First-aid certificate		
CPR/BLS		
SCA Membership		

Please provide copies of the above documents.

Examples of acceptable documents include:

Age: Driver's license, state ID, birth certificate

First Aid: First-aid certificate, EMT, Paramedic, LVN/LPN certificate, RN or MD/DO license

CPR/BLS: American Heart Association or American Red Cross

SCA Experience

How long have you been in the SCA?

Fighting experience:

Marshalling experience:

Medical Experience

Please summarize your background in providing first-aid level care

"I certify all the above information is complete and true to the best of my knowledge"

Legal Signature:

Please forward this form to the Kingdom Chirurgeon with copies of required documentation. Mailing address available in the Kingdom newsletter.



Chirurgion Apprentice Evaluation



Date:

Apprentice's Mundane Name:

Apprentice's SCA Name:

Event:

Location:

Chirurgion in Charge:

Number of events Apprentice has worked (including this one):

Summarize the Apprentice's responses (including "band-aid" requests):

Was this event's workload representative of a typical event?

What is your opinion of the Apprentice's: (1 = poor, 5=excellent, N/O = not observed)

- | | | | | | | |
|---|---|---|---|---|---|-----|
| 1) Attentiveness/Responsiveness: | 1 | 2 | 3 | 4 | 5 | N/O |
| 2) Composure under stress: | 1 | 2 | 3 | 4 | 5 | N/O |
| 3) Knowledge of SCA combat: | 1 | 2 | 3 | 4 | 5 | N/O |
| 4) First-aid skills: | 1 | 2 | 3 | 4 | 5 | N/O |
| 5) Communication skills: | 1 | 2 | 3 | 4 | 5 | N/O |
| 6) Ability to inspire confidence in patients: | 1 | 2 | 3 | 4 | 5 | N/O |
| 7) "Rabid" tendencies: | 1 | 2 | 3 | 4 | 5 | N/O |

Judging by today's performance, would you recommend this Apprentice for a warrant now? Yes No

How many more events would you recommend this Apprentice work before warranting? 0 1 2 3 4 \geq 5 Would not recommend warranting

Evaluating Chirurgion's SCA name:

Modern signature:

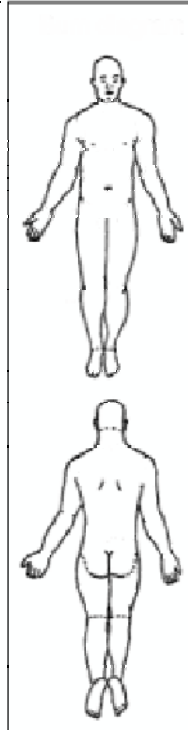


Chirurgien Incident Report



Date:	SCA Name:	Branch:
Legal Name:		
Address:		
Date of Birth:	Phone #:	
Complaint:		
Treatment:		
Attending Chirurgien(s):		
Injury Type: <input type="checkbox"/> Heavy <input type="checkbox"/> Rapier <input type="checkbox"/> Bystander <input type="checkbox"/> Kitchen <input type="checkbox"/> Dancing <input type="checkbox"/> Camping <input type="checkbox"/> Other:		
Signature of Release:		
<input type="checkbox"/> Witness / <input type="checkbox"/> Parent:		

Additional Information:



Glossary

1. **Apprentice Chirurgeon** versus **Apprentice**: An apprentice is a student who has been accepted by a Master or Mistress of the Laurel for training in medieval arts and sciences. Laurels' apprentices are NOT the same thing as Apprentice Chirurgeons. Laurels' apprentices traditionally may wear a green belt. Apprentice Chirurgeons may wear a favor or token bearing the badge of the Chirurgeonate. Apprentice Chirurgeons are not considered officers of the SCA, Inc.

2. **Armor Standards**: Rules governing the construction of armor used in SCA combat, promulgated by the Marshal of the SCA.

3. **Autocrat**: The individual in charge of organizing a specific SCA event. In some kingdoms, the term event steward is sometimes used instead of autocrat.

4. **Badge**: An armorial emblem used to mark one's belongings or to denote a household or other organization (e.g., the Chirurgeonate) within the SCA. The use of badges in the SCA are governed by the SCA College of Arms.

5. **Baldric**: This is a belt or sash, usually of leather or fabric, worn from one shoulder to the hip. Baldrics serve many purposes: they can be used to hold a sword (rather than hanging a sword from one's belt); they can be used to denote an officer (e.g., a Chirurgeon); or they can denote membership in a group (e.g. Queen's Guard in the West and Caid). An unbordured white sword baldric (with or without sword) is reserved specifically for members of the Order of Chivalry who are Masters of Arms. A red baldric with the badge of the Chirurgeonate is apparel reserved for warranted Chirurgeons.

6. **Board of Directors**: The Board of Directors is the governing board of the SCA, Inc., which deals with the policies and legal requirements for the society (e.g., kingdom newsletters, liability insurance, membership registry, etc.), and also to set, determine, delegate and/or arbitrate matters concerning medieval culture of SCA events (Rules of the Lists, Orders of Peerage, titles of nobility, etc.).

7. **By-Laws**: The By-Laws of the SCA, Inc., which form part of the SCA's governing documents <19> and are published by the SCA in its Organization Handbook.

8. **Combat Area**: Any area where SCA armoured combat, rapier combat, or archery takes place under the supervision of the Marshallate.

9. **Confidentiality**: See **Violation of Privacy**

10. **Consent:** The explicit acceptance of first aid by a conscious patient.
11. **Corpora:** The policies governing historical re-creation within the SCA, which form part of the SCA's governing documents <19> and are published by the SCA in its Organization Handbook.
12. **Corporate Marshal:** See **Marshal of the SCA.**
13. **Corporate Policies of the SCA:** Policies governing the administration of SCA, as defined in the By-Laws XIII.C. These form part of the SCA's governing documents <19> and are published by the SCA in its Organization Handbook.
14. **Crown:** The Sovereign and Consort of a Kingdom, acting together.
15. **Duty of care/Duty to Assist:** In most Roman Law countries, a duty to assist a distressed person is an obligation that applies to everyone within certain reasonable limits. For example, a person at the scene of an accident has a duty to assist the victims of that accident, to the best of their ability, unless physically unable to do so. A person confined to a wheel chair would not be expected to provide CPR, though their duty to assist could include summoning help in a timely manner.
- In most Common Law countries, a duty of care or a duty to assist is an obligation that one person or organization has towards another person or organization. For example, a lifeguard at a municipal pool can have a duty of care for keeping the swimmers at the pool safe. A bystander at the pool, however, usually doesn't have a legal duty of care towards someone else using the pool, even if the second person were drowning. Any aid by a bystander for the person drowning would be considered the act of a "Good Samaritan," i.e. voluntary without expectation of reward or recompense.
- The terms duty of care and duty to assist are generally equivalent, and their exact use and working depends on where you are. The important thing here is that both describe a legal obligation of a person or group to help another person or group in both Common and Roman Law systems.
16. **Event:** An SCA gathering, usually with a special medieval theme. Events can be held indoors at a variety of sites or at campgrounds. Events are "official" events (ones that, for example, are covered by SCA Insurance, and where the Royalty may grant awards) if they are published in a Kingdom Newsletter. Interkingdom events are events whose activities involve two or more kingdoms, e.g. the West-An Tir War.
17. **Favor:** A ribbon or other personal token given, usually to a fighter, as a mark of esteem. Favors may also indicate simple friendship or a commitment

to serve as consort. Some favors are worn as indication of membership in an SCA group or household. In the Chirurgeonate, Apprentice Chirurgeons may wear a favor, usually in the form of a flat strip of cloth with the badge of the Chirurgeonate on it, typically hung off a belt or tied to a sleeve, while working with a warranted Chirurgeon during their observation period. See also **Token**.

18. **Fleam:** A fleam was a medieval blood-letting device, somewhat similar to the modern barber's razor, i.e. a blade set at a right-angle to the handle. In medieval heraldry, the fleam was often drawn with a big curl at the bottom of the handle, and many have commented that this looks like a weird number seven or an upside-down number two. The curly-handled fleam is the thing that's displayed on the white drop on the Chirurgeonate's registered badge.

19. **Governing Documents of the SCA:** The Organizational Handbook, which contains The Introduction; Corpora; The Articles of Incorporation of the SCA, Inc.; the By-Laws of the SCA, Inc.; the Corporate Policies of the SCA, Inc.; and any amendments and appendices; and the Governing and Policy Decisions of the Board of Directors.

20. **Gules, on a goutte argent a fleam gules:** This is the blazon of the badge of the Chirurgeonate. In plain language, that's a white drop on a red field, where the drop has a red fleam on it. This is the third badge for the Chirurgeonate; the previous two badges were found to be in conflict with well-known organizations outside the SCA.

21. **Kingdom:** The largest geographic subdivision of the SCA. At the time of this writing, there are 17 Kingdoms in the SCA, one in Europe, one in Australia, and the rest in the United States and Canada. Some kingdoms have branches and members in other parts of the world, including Japan, Korea, New Zealand, Sweden, Austria, and the United Kingdom, to mention a few. A Kingdom may have large regional subdivisions called Principalities, but these are not required. All other branches are sub-groups of a Kingdom (Shire, Barony, etc.) commonly referred to as "local groups."

22. **Kingdom Marshal:** The earl marshal of a kingdom, i.e., the administrator of all marshals in a kingdom.

23. **Legal Age of Majority:** In most countries, legal age of majority is the age at which a person can enter into a contract without the consent of a parent or legal guardian, i.e. it's the age at which a person is no longer considered a child. Age of majority varies depending on where you reside. For example, a 16 yr. old can be declared a legally emancipated adult in some states in the USA, while in Nova Scotia, the age of majority is 19.

24. **Liability:** When we speak of liability, we are usually talking about a specific form of liability called liability for damages. In general, there are three ways you can incur liability for damages: 1) failing to satisfy a duty under Common Law (a tort) or Roman Law, 2) failing to satisfy a duty imposed by statutory law or regulation, 3) failing to satisfy a contract or other legally-binding agreement.

25. **Liability Insurance:** Liability insurance in the United States and Canada will pay or partly pay certain claims for monetary damages, and sometimes legal expenses, if the holder of the insurance is found liable for damages, or if claims for damages are settled outside of court. The terms of liability insurance are variable and depend on the law where the insurance is issued, the size of the organization buying the insurance, the activities of the organization, and the type of liability covered. For example, a liability insurance policy for John Doe's Grocery in the small town of Blue Earth, Minnesota will be different from that of the National Association of Cat Herders, and the policy for general liability insurance for the Deteriorata County Fair will be different from Dr. Frankenstein's medical malpractice insurance.

26. **Local Group:** A local group is an official SCA branch smaller than a kingdom, principality, or region. It may be based on a city, a university or college, or larger area (e.g., New York City, the California State University at Sacramento, or the State of Rhode Island).

27. **Malfeasance:** Failure to satisfy a duty under Common Law through malicious action or inaction.

28. **Marshal:** A specially trained person who oversees combat activities, i.e., the SCA's version of a referee. The Kingdom office is usually called "Earl Marshal." The collective group of all marshals is referred to as the "Marshallate."

29. **Marshal-in-Charge:** A marshal delegated to run combat activities and organize other marshals at an SCA event.

30. **Marshal of the SCA:** A corporate officer of the SCA in charge of the organization and administration of all marshals, and in charge of all combat activities and the rules governing those activities in the SCA.

31. **Minor:** Someone who has not yet reached the legal age of majority <23>

32. **Misfeasance:** Failure to satisfy a duty under Common Law by screwing-up.

33. **Negligence:** In general, negligent actions usually involve action or inaction which substantially vary from an expected norm of behavior or involves a reckless disregard for the rights of others. Negligence is perhaps the most common kind of tort and involves a failure to meet a duty of care. Almost always, the wrongdoer has failed to exercise that degree of care in a situation which would be expected of a hypothetical reasonable person. The failure to exercise the duty of care must be the proximate cause or legal cause of the injuries or harm sustained by the victim.

34. **Nonfeasance:** Failure to satisfy a duty of under Common Law through inaction, i.e., by doing nothing.

35. **Officer-At-Large:** A Society member serving in an appointed office as defined in Corpora below the kingdom, principality or regional level, which is not attached to any local group.

36. **Over the Counter** or **OTC:** referring to non-prescription drugs which can be sold to the general public without prior approval by a physician or other prescribing medical professional.

37. **Precedence:** In the SCA, precedence is one's place in the system of medieval ranks used in the SCA. The designations of Apprentice Chirurgeon, Journeyman Chirurgeon, Master Chirurgeon and Chirurgeon Emeritus are not SCA titles and do not carry SCA precedence.

38. **Principality:** An SCA branch that has a ceremonial head of a Prince and Princess.

39. **Privacy:** See **Violation of Privacy.**

40. **Red Cross:** A generalized name for the International Red Cross and its affiliates around the world, like the Australian Red Cross or American Red Cross. The International Red Cross is recognized and protected by the international series of treaties referred to commonly as the Geneva Conventions, which govern international standards for humanitarian aid, treatment of prisoners of war and those injured during war, etc., among the signatory countries.

The red cross couped on a white background is the emblem for the International Red Cross and affiliated organizations, and for medical units and medical transports used by the militaries of the Geneva Conventions signatories. Its use is restricted to those groups and a small number of other entities like non-profit ambulances squads. The current treaty governing the use of the red cross emblem is: UN Treaty Series. No. 970, vol. 75, pp.31-83 (1950), CONVENTION (I) FOR THE AMELIORATION OF THE CONDITION OF THE WOUNDED AND SICK IN ARMED FORCES IN THE FIELD. The use of the red cross emblem is discussed in Chapter articles 38 through 44 plus

article 53. Article 53 specifically forbids the use of the red cross or any other device which resembles it by groups not specified in articles 38 through 44.

41. **Region:** A non-official grouping comprised of contiguous local SCA groups, formed for the convenience of administration of large geographic areas by a kingdom and/or for the purposes for organizing and forming future principalities.

42. **SCA combat:** Medieval martial arts under the supervision of the Marshallate, with simulated weapons wearing heavy armor, or with rapiers wearing light armor, or using archery wearing light or heavy armor.

43. **SCA Name:** The name someone uses in the Society for their persona. Includes at least one given name, and can have at least one other name or qualifier, but no titles; all titles used in the Society must be granted by SCA royalty.

44. **Seneschal:** Group administrator, and legal representative of the SCA found at local, regional, kingdom, and Society levels.

45. **Site:** A place where any SCA event is being held.

46. **St. John's Priory, or St. John's Ambulance:** A charitable organization which provides emergency medical services on a good Samaritan basis in many English Commonwealth countries. In Scotland, the equivalent organization is St. Andrew's Ambulance. Like the Red Cross, St. John's is a major provider of first-aid and CPR classes in countries where it is active.

47. **Tabard:** An open-sided tunic, usually sleeveless, often bearing an heraldic badge of a household or SCA group. A red tabard bearing the badge of the Chirurgeonate is reserved apparel for warranted Chirurgeons.

48. **Token:** This term has several meanings. Simply put, a token is a physical symbol of some sort of association with a person or group of persons. In some cases, an award may have a token (usually worn on a chain or ribbon). Some local SCA branches or households also have tokens that are sometimes worn. Some SCA events may have tokens that are worn to show that you have paid your site fee, and may be kept after the event is over. Tokens can take a variety of shapes, and have a variety of meanings tournament. Apprentice Chirurgeons may wear a token bearing the badge of the Chirurgeonate while working with a warranted Chirurgeon during their observation period. See also **Favor**.

49. Violation of Privacy: In the United States, Canada and many other countries, it is illegal to make public certain kinds of information on individuals, including phone numbers, addresses, and the existence of chronic medical conditions, to name a few examples. It is also unethical to make public other sorts of information which may be collected while providing first aid as an SCA Chirurgeon, for example, learning that a patient may have no medical insurance. Release of a lot of medical information on an individual may require the permission of the individual, depending on the legal jurisdiction where the information was collected or exchanged. Under no circumstances will the SCA sanction any illegal act by an officer or the SCA, including the exchange of personal information on a patient without prior permission. It is up to an individual Chirurgeon to know what the laws are concerning patient confidentiality in his or her legal jurisdiction.

The entries in this glossary were based in part on the following sources: the Organizational Handbook of the SCA, Inc.; the glossary of SCA terms maintained by Ken Mayer, Director of the Golden Stag Players, at www.goldenstag.net/MiscSCA/glossary.htm (accessed May 2001); the glossary of SCA terms by Stacy Sandstedt., and maintained by the Province of Silver Desert, a local branch of the SCA in Reno, Nevada, at www.silverdesert-sca.org/chatelaine/a-h.html and www.silverdesert-sca.org/chatelaine/i-.html (accessed May 2001); the legal dictionary and encyclopedia maintained by the Nolo Foundation at www.nolo.com/index.html (accessed May through October, 2001); and Black's Legal Dictionary, 2nd Pocket Edition (June 2001), B. A. Garner, Ed., West Information Pub Group, ISBN: 0314257918. Any legal information in this glossary and the Handbook is just that: general information about legal matters. In no way does any of legal information presented here constitute legal advice or legal opinion by a lawyer or any other legal professional.

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Don't
Panic!