**CAMPER HEALTH PLAN**

***A children's camp shall establish and retain onsite a written site-specific camper health plan that is appropriate to the population serviced and the environment of the camp location or site.***

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| **Camp Name:** |  |
| **Camp Address:** |  |
| **Date Developed:** |  |

**The camper health plan shall be developed in consultation with and reviewed annually by a licensed physician.**

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| **Physician Name:** |  |
| **Contact Information:** |  |
| **License Number:** |  |
| **Review Date:** |  |

**The camper health plan shall cover all the following subjects:**

# **Health supervision**

A children's day camp shall have a qualified person on duty and present at the camp location or site when campers are present. The qualified person is charged with ensuring compliance with the camper health plan, is in compliance with First Aid and CPR training requirements of Section 11.08.235 and is trained to implement the camper health plan. Depending on the camp size, activities offered, and population served, additional counselors may be required to possess First Aid and CPR training certification.

Based on this camp’s size, offered activities, and population served, the following individuals are required to possess certification:

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| Qualified Person (Name) | Role (Director, Acting Director, Health Supervisor, etc.) | Date(s) of First Aid and CPR Certification | Date trained on Camper Health Plan |
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# **First Aid Instruction**

All counselors must be trained in basic first aid and CPR procedures including how to recognize and appropriately respond to medical emergencies. This training may be conducted by qualified camp staff including medical professionals such as a licensed physician, nurse, or Emergency Medical Technician (EMT); or by other camp staff that hold status as a certified trainer. This training requirement can also be satisfied by camp counselors completing training through organizations such as the American Red Cross or American Heart Association

Describe the training and list the provider:

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Documentation of completed training for each counselor must be maintained on file by the camp operator.

# **Procedures for camper health screening**

Every camper and staff member attending a children's camp shall furnish a health status and history that is completed and signed by the individual camper or staff member or by the parent or guardian if the camper or staff member is under the age of eighteen (18). This health status and history shall be kept onsite if the camper or staff member is at camp and shall include the following:

1. Contact information (Name, birth date, home address, phone numbers, emergency contact information for the parent/guardian, name and phone number of the physician/healthcare facility)

2. A description of any health condition requiring medication, treatment, special restriction, or consideration while at camp;

3. A record of immunizations, including the date of the last tetanus shot; and

4. A record of any allergies.

How are health records collected and maintained?

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A signed statement by a parent or guardian to seek emergency medical treatment shall be provided for each camper and staff member under eighteen (18) years of age.

A medical logbook shall be maintained by the camp operator or director, which includes at least the following information for each accident, injury, or illness involving a camper or staff member:

1. Name of the person treated;

2. Dosage and intervals of any medication dispensed;

3. First aid or medical treatment rendered;

4. Name of the person administering the first aid or medical treatment;

5. Date and time of treatment; and

6. Date parent/guardian notified of the accident, illness, or injury.

All camp staff and counselors shall receive training on the camper health plan and be able to demonstrate the knowledge when asked. Provide the dates and names of the staff who received training:

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# **On-call health consultations**

Provide name, contact information, and credentials of on-call health consultants:

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# **Emergency health care services and emergency transportation to a health facility**

Name and address of the health facility used in case of an emergency. If the camp does not use 911 for emergency medical transportation, the camp must have emergency transportation available at all times provided by the camp. Who is responsible for providing transportation?

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Parents should be informed in writing of situations when they will be notified of camper illness or injury, and the camp should document when parents have been contacted or attempt to contact have been made. Provide the name of the staff that will contact parent/guardians and any procedures:

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# **First aid and healthcare supplies**

The camp should identify necessary healthcare equipment, supplies, and methods to obtain them. First-aid kits and supplies appropriate to the location and activity, including personal protective equipment, should be readily available in aquatic and specialized activity areas, on trips, in vehicles, and in food service areas. Describe the first aid and health care supplies below.

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# **Storage and administration of medication**

All drugs (Rx and OTC) for campers and staff must be stored under lock and, for prescription medications, given under the directions of a licensed provider or, for OTC medications, per the camp’s written procedures or signed instructions from a parent/guardian. Name of the staff responsible for the administration of the medication. A medical logbook shall be maintained by the camp to include the date, time, camper name, and medication name prescribed by the physician or OTC.

How is medication stored? (Include: Prescription, Over the Counter, and Temperature sensitive Medications)

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How is medication dispensed/administered?

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# **Medical procedures away from the camp location or site**

Describe medical procedures administered away from the camp for routine health care needs and/or life-threatening medical emergencies. Include the location and transportation plan to the medical site for procedures.

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# **Procedures for daily observation of each camper’s physical health**

An appropriately trained staff should conduct daily observation of each camper’s physical health.

Who conducts the health screening?

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What symptoms are looked for during a screening?

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What happens if one or more of these symptoms are found?

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# **Procedures for prompt response and notification of the camper’s designated emergency contact**

Procedures should be developed as to when and how to notify parents/guardians in case of emergencies. A designated staff member should have access to the camper’s emergency contact information.

Name of the responsible staff:

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# **Procedures for medical privacy**

The designated place of medical examination or isolation shall ensure privacy and not be in or directly adjacent to food storage, preparation, or serving area.

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| **Location of Medical Examination Room.** |

# **Procedures for preventing disease transmission/universal precautions**

Describe the procedures to prevent disease transmission by implementing standard precautions, hand hygiene, facility cleaning, food safety, etc.

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**THE CAMP OPERATOR OR DIRECTOR MUST REPORT ANY OF THE FOLLOWING WITHIN 24 HOURS TO THE DEPARTMENT:**

1. ANY OCCURRENCE OF FOODBORNE ILLNESS, SUSPECTED FOODBORNE ILLNESS, OR ANY OTHER REPORTABLE DISEASE.
2. ANY DEATH OR ANY ACCIDENT OR ILLNESS OF CAMPERS OR STAFF MEMBERS THAT RESULTS IN AN OVERNIGHT STAY IN A HOSPITAL OR CLINIC.

# **Plan Development and Review**

The camper health plan must be developed in consultation with, and reviewed annually by, a licensed physician.

Consultation by:

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|  |  |  |  |  |
| Name |  | Signature |  | Date |

Reviewed by:

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| Name |  | Signature |  | Date |