

**Responsible to:** Camp Director

**Primary Function:** Oversee the physical and mental health of campers and staff.

### **Pre-Camp**

Purchase nursing care supplies as necessary (following previous year's inventory) to stock the health house during 3 weeks of camp.

### **July – CAMP is here!!!**

#### **Prior to camp**

- Review camper and staff health forms, noting any camper concerns to share with Counselors and DDs.

#### **Saturday**

- Arrive to set up the health house according to the standardized map.
- Unpack first aid supplies from carts as necessary to use during camp.
- Set up the isolation room with bedding.
- Set up an examination area within the main area of the health house.
- Begin reviewing camper and staff health forms.
- Organize how you want to do check in for campers on Sunday.
- Check out first aid kits to division directors and high-risk activity specialists.

#### **Sunday**

- During registration time check camper's in. Verify any recent illnesses, medications needing to receive while at camp and general assessment of their overall health.
- Complete medication organization so that medications may be given to campers at dinner time and bedtime as necessary per parent and healthcare provider guidelines.
- Compile a list of camper concerns that counseling staff need to be aware of. This list will be presented to the specific camper's DDs during the Monday morning DD meeting.
- Administer and document first aid being provided to campers as it warrants.
- Complete intake assessment on health forms of campers and staff.

#### **Monday through Friday**

- Administer first aid and medications to campers as warranted.
- Administer camper's routine medications to them at mealtimes and before bed per prescription guidelines.

#### **Saturday**

- Return camper's medications to them at breakfast.
- Follow up on any outstanding health issues that campers may have been dealing with during the week.
- Complete the exit assessment on the health forms of campers and staff.

- Collect the first aid kits from divisions and high-risk activity areas.

**At the end of camp –**

- Complete and inventory of what supplies are remaining. Compile all the camper and staff health forms together along with the Health Maintenance Records and give them to either the Registrar or Director.
- Pack up the health house for storage.

*Approved 4.2023, CCC Board  
Updated 1.2024/CCC*