



Midwest Bible Camp Nurse

Requirements:

Volunteers serving as Camp Nurse will have healthcare experience (e.g. RN, LPN, CNA, or EMT), or have completed First Aid Training, or have previous experience serving as a camp nurse. There will be a designated Camp Nurse on duty at all times during each camp session. The nurse will reside in the Nurses' Cabin.

Job Responsibilities:

1. Health Information Management

The nurse or designee is present during camper registration to

- a. Collect all camper medications (prescription and over the counter)
- b. Review pertinent health information with parents and/or campers
- c. Document any special dietary requirements and report to the head cook.
- d. Discuss expectations for administration of over the counter medications with the parent/guardian

2. Medication Management

The camp nurse will dispense all camper medications according to the physician's directions on the prescription container.

- a. Medication will be stored in the nurses' cabin, in a secure location.
- b. Medications will be stored in a zip-lock bag labeled with the camper's name.
- c. Over the counter medications will be dispensed by the nurse as prescribed by a physician or according to the label instructions with the permission and at the direction of the parent or guardian.

3. Healthcare Interventions

- a. Daily Record of medication administration, health complaints, injuries and palliative interventions will be documented in the Nurse's Log.
- b. Campers may be excused by the nurse from scheduled camp activities for health reasons.
- c. Campers excused from scheduled activities for health reasons, should be under the supervision of the Nurse or designee with periodic evaluation of condition.
- d. If palliative interventions do not alleviate symptoms, the nurse will confer with the parents to determine additional interventions.
- e. If urgent attention is required, the Director(s) and Parent(s) or guardian will be notified as soon as the camper's condition permits.
- f. If additional intervention or definitive diagnosis is required and the camper's condition is stable, the camper may be transported by a staff member to the Washington County Emergency room for care. At minimum, the camper or staff member will be accompanied by the nurse.
- g. **The camper or staff member's personal insurance is the primary insurance.**

- h. The local ambulance service will be contacted if advanced intervention, stabilization and transport are required.
 - i. The nurse shall present the camper's signed medical release form to the emergency room staff and provide information about the nature of the occurrence.
 - ii. A record of the incident and a copy of the advanced intervention provided for campers or staff members shall be documented on the Insurance report which is retained with the Nurse's Log.
 - iii. All occurrences of injury and advanced medical intervention will be reviewed with a board representative on closing day.
- 4. Camp Closing Responsibilities**
- a. **The day before the last full day of the camp week**-The nurse will check the supply inventory and submit an order for replenishment.
 - b. **Closing Day**-The nurse will return all medications belonging to the camper, parent, or guardian at the end of the session and report to the parent/guardian as indicated.
 - c. **Close of First Calendar Session**-All first aid station supplies and equipment shall be packed for storage.
 - d. **Close of Season**-All first aid station supplies and equipment shall be packed for storage. Over the counter medications that will expire prior to the next scheduled session will be discarded. Supplies that cannot withstand extreme temperatures without damage to the integrity of the product shall be packaged separately and presented to a board member for storage the day of the closing.

First Aid Supplies

The goal of the camp nurse is to provide palliative care. Rest, hydration, or ice is often sufficient to alleviate discomfort or minor symptoms. Only the nurse or designated staff may administer medications and provide medical intervention. **Exceptions: Inhalers and emergency interventions for low blood sugar or seizure precautions may be retained by the camper with the permission of the parent/guardian and the knowledge of the director(s), teachers, and cabin counselor. Emergency interventions must be reported to the Nurse immediately.**

The following supplies are inventoried in the nurses' cabin:

Nursing Log
Pens 2
First Aid Manual
Ace wrap 2
Band Aids (various sizes) 1 box
Dressing pads 1 box
Tape (latex free) 1 roll
Topical alcohol 1 bottle
Hydrogen peroxide 1 bottle
Sterile Saline for eye irrigation
Throat lozenges/cough drops
Triple antibiotic ointment 1 tube
Diphenhydramine 1 box
Diphenhydramine cream 1 tube
Acetaminophen caplets 1 bottle of 50

Acetaminophen liquid 1 bottle
 Ibuprofen caplets 1 bottle of 50
 Ibuprofen liquid 1 bottle
 Antacid tablets 1 bottle 50-100
 Antacid liquid 1 bottle
 Bismuth liquid 1 bottle
 Topical anti-fungal cream 1 tube
 Petroleum jelly 1 jar
 Topical burn relief 1 can spray
 Topical burn relief 1 bottle lotion
 Insect repellent 1 bottle
 Sun screen 45spf 1 bottle
 Anti-itch lotion 1 bottle
 Tongue depressors 25-50
 Flashlight-1
 Nail clippers-1
 Disposable, latex-free gloves 1 box ea med and lg
 Paper towels-2-4 rolls
 Scissors-1pr
 Cotton balls-1 bag
 Needles-1 pkg
 Tweezers-2
 Magnifying glass-1
 Antibacterial soap-1 bottle
 5oz cups-1 box
 zip lock bags-1 box
 Basin-1
 Electronic Thermometer 1
 Instant ice pack 1
 Instant heat pack 1
 Otoscope-1
 Stethoscope-1

Hygiene supplies and Toiletries

Bar soap	2	Comb	2
Shampoo	4	Feminine napkins w/adhesive strips	2 pkgs
Deodorant	2	Tampons, slender	1 box
Tooth Paste	4	saline solution	1 bottle
Tooth Brush	4	contact lens holder	2

Written requests for replenishment should be submitted to the head cook (Supplies to be purchased when a staff member is in town for grocery supplies).

Weekly records and reports will be retained in the Nurses' Log.