

## Medication Management

*\*2017 Camper Info*

### BRINGING MEDICATION TO ILC

For the safety of all of our campers and staff, Independent Lake Camp has a policy that **all medication** must be kept with the infirmary staff. This includes all substances controlled by the U.S. Food & Drug Association as well as other remedies used to maintain and/or improve a person's health. Remember, campers and staff are **not allowed to have any medications in the cabin**. ILC's definition of medication includes the following types and examples:

#### MEDICATION - ILC'S DEFINITION

- All Medication MUST Be Given to the Medical Staff
  - This includes Over-the-counter (OTC) drugs which are medicines sold directly to you without a prescription from a healthcare professional. (I.E. Cold Medicine, Vitamins, Tylenol, Advil, allergy medication, remedies, etc), AND
  - This includes Prescription drugs which are medicines sold only to you if you possess a valid prescription from a healthcare professional. (I.E. Antibiotics, antidepressants, behavioral medication, etc).
- Exceptions
  - The Only Medications Allowed to Remain in the Bunk are Inhalers and EPIPENS

#### PACKAGING MEDICATION TO BE BROUGHT TO ILC

- Number / Amount of medication is sufficient for the entire stay at ILC
- Medications must be in their original container with the correct instructions on the label.
- Please place all bottles and packets in a plastic bag with the campers name on the bag.
- Please be sure there is enough medication for the entire time your child is at camp.
- If your child takes medication regularly at home, send the medications with them to camp. Do not change their daily medication routine while they are at camp.

#### CIRCUMSTANCES IN WHICH MEDICATION CAN BE REFUSED

- Medical personnel cannot administer medication that is not identifiable.
- Medical personnel can refuse to give a medication which does not meet safety guidelines.

#### PROCEDURE FOR DROPPING OFF MEDICATION AT ILC

- Before Camp Begins - Communicate with us about the medication(s) the camper will be taking and how comfortable and knowledgeable the camper is about them:
  - Complete the mandatory MEDICAL FORM & CAMPER PROFILE FORM online via your CampInTouch Account.
  - If required, complete the MENTAL HEALTH FORM by downloading the PDF from your CampInTouch Account, completing the form, and either emailing or mailing it back to ILC.
  - These forms will ONLY be reviewed by the appropriate personnel.
- Arriving At Camp - Parent / Guardian Drop Off
  - Our medical staff is available in the Dining Hall between 1:00 P.M. and 4:00 P.M. on the Sunday that begins each session - You should drop your medication off there in that time frame.
  - Our medical staff will document the receipt of medication
- Arriving At Camp - ILC Bus or Airport Transfer
- If your camper is taking a bus or airport transfer to camp, please let the camper know to hand it to the nurses upon arrival at camp. The counselors escorting them will remind them.
- ILC's Re-Check
  - At the first night bunk meeting, ILC Staff members are trained to ask the campers if they have any medication in their bags, etc. - They aide the camper in turning it in to the medical staff

## **STORING & ADMINISTERING MEDICATION AT ILC**

<b>STORAGE OF MEDICATION</b>	<ul style="list-style-type: none"><li>• All medications(both camper &amp; staff) are stored in a secure, locked, location under the supervision of the medical staff.</li></ul>
<b>PROCEDURE FOR ADMINISTERING ROUTINE MEDICATION</b>	<ul style="list-style-type: none"><li>• Unless special circumstances arise, routine medication is designated to be given out during mealtimes and/or at night before bed. The medical staff will make special arrangements with a camper if that individual's medication needs to be taken at an alternative time.</li><li>• All medications are administered by our ILC Medical Staff who are credentialed health care providers- It is dispensed according to the instructions of the Physician.</li><li>• Our Medical Staff keeps a record of when medication(s) were dispensed throughout the campers stay.</li></ul>
<b>PROCEDURE FOR ADMINISTERING AS NEEDED MEDICATION</b>	<ul style="list-style-type: none"><li>• Use of "add needed" medication is supervised by the ILC Medical Staff and all administering of medication is documented.</li><li>• In cases where a questions exists about a medication, the medical staff will contact the appropriate person to clarify the issue. These conversations are also documented</li></ul>

## **ILC INFIRMARY OVERVIEW**

<b>INFIRMARY "SICK CALLS"</b>	<ul style="list-style-type: none"><li>• ILC designates the hour or so after breakfast and after dinner as "INFIRMARY SICK CALLS"</li><li>• During these times, the medical staff is available to see any campers in the infirmary who are feeling ill, injured, etc.</li><li>• Usually, one of the camper's counselors escorts them to the infirmary.</li></ul>
<b>EMERGENCY CALLS</b>	<ul style="list-style-type: none"><li>• The medical staff is ALWAYS available for emergency calls - both day and night.</li><li>• They are available by Walkie Talkie and Phone.</li></ul>