

CAMP NURSE/HEALTH OFFICER

ACCOUNTABILITY

The Health Officer is responsible to the Summer Program Director.

QUALIFICATIONS

- Must be currently registered RN, LPN, or EMR/EMT (please bring certificate and a photocopy for the Summer Program Director to keep in their files)
- Current CPR certification
- Current first-aid certification desirable
- Willingness to remind staff of basic health practices, e.g. hygiene
- Organizational ability and thoroughness
- Patience and gentleness
- Adaptability
- Preferable: interest and skills in helping campers with emotional difficulties

RESPONSIBILITIES

- Read Health Officer Manual
- respond to emergencies such as injuries
- respond to illnesses of campers and staff; advise SPD as to staff or campers who should be sent home to recuperate from illness or to avoid spreading contagious disease
- assess camper health at registration
- assess camper health during designated slot on Monday (check with SPD)
- Inform Counselors of any campers with special needs (e.g. allergies) and how to assist with them
- inform kitchen staff of all food allergies and special diets
- update the medical supplies according to the standards CWM inventory provided (manual)
- collect, store and administer all medication securely for campers and staff and return at end of week
- ensure that infirmary is locked at all times
- chart in log book: medication administered, all injuries, treatments and follow-up
- inspect camp, including site, campers cabins and report any safety hazards or concerns to SPD
- monitor and report to SPD's on basic health practices of campers and staff e.g. camper hand washing, bathroom cleanliness, wearing sunscreen and hats; instruct in these areas upon request
- ensure emergency first aid kits are available at all designated sites (see manual); inspect them weekly and restock as needed. Check with SPD's whether instruction on use of f.a. kits is required
- in the instance where the Health Officer is unavailable, a qualified staff member will act as Health Officer. This will normally be the Lifeguard. Health Officer to inform SPD if he/she will be unavailable.
- complete accident forms for more serious injuries.
- notify parents, in consultation with SPD, of campers injured and taken to hospital
- manage disposal of all contaminated items and sharps
- post or update list of all First Aid and CPR certification holders in the infirmary; (consult SPD's)
- keep staff informed about your whereabouts at all times
- be as involved as time permits with the camp program and staff

Note

1. at Camp Assiniboia there is a Day Camp program running parallel to the resident program. These additional campers are also under the care of the Health officer. Inquire for details.
2. Optional: Bring a stethoscope or other medical equipment.