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Summer Camp Health Care Provider

revised 10/18/2018

TITLE:

The title shall be HEALTH CARE PROVIDER

QUALIFICATIONS

EDUCATION AND EXPERIENCE: Must be currently licensed as an RN, LPN, Paramedic, or be a Graduate Nurse, or Student Nurse in Pennsylvania. Must have up to date Background Clearances as required by the State of Pennsylvania.

CONVICTIONS: Must have Christian convictions in keeping with the doctrines and policies of the Christian faith and the United Methodist Church.

SCOPE AND IMPACT OF DUTIES:

The Health Care Provider plays a vital role in the life of a camp. An open, cheerful, efficient demeanor can put parents and campers in a relaxed attitude and make the camping experience more successful. His/her primary role is to provide first aid care & evaluation of injuries & illness and refer for medical treatment as needed. His/her goal is to provide interim health care for campers away from home and to encourage safety awareness in the broad range of camping experiences.

Working in cooperation with the dean would include, but is not limited to, keeping the dean informed regarding the health of campers and staff, including limitations or restrictions placed on either one; being readily accessible to the dean, staff, and campers during the week.

Because of the very nature of the position, a health care provider sees people when they may be most vulnerable, therefore, the attitude and approach to the person is most important. In many cases it is at this point that a camper's experience, growth and maturity can be helped or hindered. For many campers this will be their first experience with illness or feelings that they may have never experienced before away from home, therefore, the health care provider's interactions will play a major role in the development of the camper's future attitudes. The health care provider must be completely knowledgeable about the duties; be efficient; firm, fair, patient, compassionate, professional; and love the people that he/she serves.

Providing health care requires knowledge of first aid, good assessment skills, accurate record keeping skills, and the ability to work well with all ages.

Safety awareness would include safety education of counselors and campers and site staff, reporting any health and safety hazards and reporting to the Director of Program Services as needed on recommended policies to address health and safety issues.

PRINCIPLES OF EMPLOYMENT:

Jumonville's Summer Staff' Personnel Policies shall pertain to this position.

LINE OF AUTHORITY:

While the health care provider is ultimately responsible to Jaye Beatty, RN, or Rebekah Greenawalt, Program Coordinator, he/she must work closely with the deans for the week.

SPECIFIC DUTIES:

This description of duties is not intended to limit the performance of duties of the position, but to define areas of responsibility. It is expected that the health care provider will respond to opportunities to use other talents as program demands arise and to remain current in the knowledge and techniques of treatment of illnesses and injuries.

1. Maintain the Health Room in Washington Lodge in a neat, clean, and orderly manner consistent with good health practices and the Pennsylvania State Department of Health regulations. Empty the garbage from the Dispensary.
2. Be present during registration to meet campers and parents to discuss any health conditions or special requirements.

3. Collect all camper and staff health cards. Keep all health cards in alphabetical order grouped by camp event and week.
4. Make copies of health cards for deans by Monday breakfast and distribute the extra copies to the deans.
5. Keep medications under lock and key as necessary.
6. Maintain a schedule of camper medications and dispense them as required. Keep a record of all medications given. Normally medications are distributed at meals.
7. Maintain a log of illnesses, accidents, and injuries and treatment/instruction provided.
8. Be on call 24 hours a day (while camps are in session) during each week of JSC camp program.
9. Maintain an adequate inventory of supplies. Maintain and restock the first aid kits around campus. Every building should have a first aid kit. Restock portable first aid kits as needed. Check kits in all vehicles. Vehicle kits should include flares. Distribute trip first aid kits and fanny packs to groups going off site.
10. Provide basic first aid as needed. Call Jaye Beatty, RN, or Jude Urso, Director of Business and Operations for consultation if necessary & before sending anyone off-campus for additional treatment.
11. Encourage campers and staff to be alert to potentially unsafe equipment, facilities, practices, situations, etc... and report any concerns to the Camp Nurse.
12. Fill out accident/illness report forms, insurance claim forms, and all necessary paperwork for the processing of insurance claims.
13. Dispose of biohazardous waste.
14. Assist the Director of Business & Operations in addressing public health issues as needed, such as epidemics, child abuse, natural disasters & emergencies, and handicapped access to facilities and events.
15. Any other duties as may be specified by camp leadership.