



Dear Parents and guardians,

In accordance with state regulations you must be provided with information regarding Sportsmen's Tennis & Enrichment Center Camp Policies for mildly ill camper, administration of medications, procedures for emergency care, and Covid-19 related policies and procedures.

Mildly Ill Camper

This year, in 2020, we require that you sign an attestation daily that your child has no symptoms associated with Covid-19 illness. Please do not send your child to camp with any symptoms of illness, and call the camp to let us know your child is ill. Likewise, should your child become ill at camp, we need assurance from you to pick your child up immediately. If your child has symptoms of Covid-19, we require that your child be tested same day, and may not return to camp until a provider has affirmed that your child does not have Covid-19. **Please refer to the parent educational information for complete guidance.**

Safe self-Medication policy/secure storage of medications

Health Care Supervisor and/or Camp Director will:

1. Accurately identify the camper for whom the medication was ordered. In addition to recognizing child, ask child his/her name, birthday.
2. Review written permission from parent/guardian to administer medication to camper.
3. Obtain physical exam form/doctor's form with order for medication. Review doctor's order. Review drug allergies.
4. Medications are stored in locked medication cabinet in nurse's office in their original pharmacy container, which clearly identifies child's name and prescription information. Refrigerated medications will be securely stored in original containers that identify child's name and prescription information. Medications CANNOT be placed in substitute containers. Medications out of their original labeled pharmacy containers CANNOT be administered at camp. Please ask your pharmacist for an extra labeled bottle to bring medication to camp.
5. Administer medication according to medication label.
6. Inhalers must be accompanied by spacers.
7. Keep appropriate and correct records regarding medications given and/or self administered in Medication Log.
8. If medication is not given by refusal or omission, document in Medication Log and inform parent and physician, if necessary.
9. If a medication error is made, document in Medication Log, inform Health Care Consultant, parent and if necessary, physician.
10. If there are adverse reactions to medication, inform parent, consult Health Care Consultant, inform physician and call 911 if necessary.
11. Use appropriate resources, including Health Care Consultant, Parent/Guardian, or emergency services when a problem arises.
12. Understand and implement emergency plans and 911 access if needed.
13. Maintain confidentiality of all campers and staff.

Emergency Medical Plan

Health Care Supervisor and/or RN will consult with Health Care Consultant as needed and will follow Sportsmen's Tennis & Fitness First Aid Orders, including calling 911 if necessary. Parents will be notified immediately of any medical emergencies. Emergencies will be documented along with health incidents in the Daily Log and state injury incident documents will be completed as mandated.

Jane Brown, MD, MPH

Date

This camp must comply with the regulations of the Massachusetts Department of Public Health and be licensed by the local board of health.