

Camp Krem

Job Description

Job Title: Camp Nurse

Reports to: Program Directors

Position Purpose: Responsible for overseeing the health and safety of campers and staff throughout the summer camp season May 21- August 25 or a portion thereof.

Essential Job Functions:

1. Distribute camper medications
 - ♦ Follow related policies and procedures outlines in Healthcare Manual and document on computer-based medication administration record.
2. Provide necessary health care to meet individual needs of camp staff and campers.
 - ♦ Follow health care policies/procedures as described in the Healthcare Manual and treatment procedures.
 - ♦ Assess camper and staff medical situations and make informed treatment recommendations including in-camp care and referrals to off-site care/treatment.
3. Organize, maintain, and utilize adequate resources for serving the health and medical needs of the campers and staff.
 - ♦ Set up the camp Health Center.
 - ♦ Inventory and order all necessary medical supplies and equipment.
4. Maintain accurate and detailed medical records according to state and American Camp Association Standards.
 - ♦ Ensure staff and camper health examinations are current and on file.
 - ♦ Prepare and utilize daily medical log for treatment and medications.
 - ♦ Prepare and record insurance and accident report forms.
5. Oversee First Aid procedures and supplies.
 - ♦ Prepare and distribute first aid kits throughout camp including camp vehicles, kitchen, offices, pool, activity areas, out-of-camp trips.
 - ♦ Ensure supplies are well stocked and distributed as needed.
6. Ensure a staff orientation session is delivered on medical services.
 - ♦ Ensure camp staff and campers know their role related to health care and first aid.
 - ♦ Provide or ensure orientation is provided that includes standing orders, specific camper health and social needs, health center procedures, emergency procedures, staff health assessment of campers, policies on contacting parents, transportation to outside health facilities, accident prevention and risk management, nutrition, and first aid in the camp setting.
7. Screen all campers and staff who are arriving and departing camp.
 - ♦ Verify health history and examination.
 - ♦ Verify emergency authorization.
 - ♦ Identify any observable evidence of illness or communicable diseases.
 - ♦ Conduct a health assessment.
 - ♦ Keep all medications used by campers and staff.
8. Supervise sanitary conditions throughout camp.
 - ♦ Observe daily cleanliness in the food service facility and other areas throughout camp.
 - ♦ Report any health problems or symptoms of illness to the Camp Director.

Other Job Duties:

- ♦ Perform any tasks beyond those assigned, as help is needed.
- ♦ Provide leadership in the camp's risk management program.
- ♦ Supervise Nurse Assistant
- ♦ Be responsible for contacting parents concerning the status of their child's health by telephone if necessary

Qualifications:

- ♦ California RN License
- ♦ CPR certified.
- ♦ Current First aid certification and experience in first aid and emergency management.
- ♦ Proficiency with basic computer programs (email, Microsoft Word, etc.)
- ♦ Possess a valid Driver's license.
- ♦ Experience in both children and adult illness/injury care.
- ♦ Desire to work with children and adults with developmental disabilities.

Physical Aspects of the Job:

- ♦ Ability to lift/assist campers and staff.
- ♦ Ability to read and follow directions on medication labels, health forms, physician orders, and parent letters.
- ♦ Maintain written record system.
- ♦ Ability to quickly get to remote locations on camp property over uneven terrain.
- ♦ Observe and assess sanitation and safety conditions of the camp.
- ♦ Ability to communicate with parents, staff, and administration about camper health concerns.
- ♦ Possess endurance to meet emergency needs.
- ♦ Ability to drive to off-camp health provider, physician, or emergency treatment locations.

Compensation: Negotiable. Approximately \$120/ day + private or semi-private room and board