

<input type="checkbox"/>	<input type="checkbox"/>	Arrangements for troop SPL or a special SPL to be in camp.
--------------------------	--------------------------	--

## HEALTH LODGE SCOUTMASTER CHECKLIST

On Sundays, *before check-in*, Scoutmasters are responsible for:

- a. **Ensuring that each camper's medical form is filled out completely and correctly.**
  - a. Is the form either typed or printed legibly in ink?
  - b. Is the Scout's personal information, (full name, troop number, emergency contact, etc.) complete and accurate?
  - c. Is the physical examination component of the form (to be completed by the Scout's physician) filled out completely and accurately or is a similar "standard" physical form attached from the doctor's office? **Has it been signed by the doctor? (Electronic signatures are accepted).**
  - d. **Is the camper allergic to any foods or medications?** If so, have they been listed in the appropriate place on the form (with reactions listed in parentheses)?  
EXAMPLE: "peanuts (anaphylaxis)."
  - e. Is the camper taking any medications? If so, are they listed in the correct place on the form? Is the name of the medication, as well as its dosage (i.e. 25 mg), frequency (i.e. twice a day) listed correctly?
  - f. Has the camper's parent or guardian signed in the appropriate spot on the form?
  - g. Has a copy of (both sides) of the camper's health insurance card been attached to the form?
  
2. **Ensuring that campers who take medication have their medications with them.**
  - a. Is the medication bottled correctly for distribution in camp? (See Health Lodge FAQ's) for details.
  - b. Does the information on the bottle match the information on the health form exactly?
  - c. If there is a discrepancy, is there a new order from the doctor attached to the medical form to clarify the situation?

## HEALTH LODGE FACTS

**Can a doctor use a pre-printed or computerized physical form instead of the BSA form?**

Yes, however it must be attached to a completed BSA form. The BSA form has certain vital information that may not be on the doctor's form (such as emergency contact information, etc.)

**Can a doctor sign the physical form electronically?**

Yes.

**My son has an inhaler or an Epi-pen. Can he carry it on him or does he have to leave it at the Health Lodge?**

Responsible scouts may carry inhalers and Epi-pens with them during camp after consultation with the nurse during check-in on Sunday. It is strongly recommended that scouts bring two inhalers to camp: one to carry and one to leave in the Health Lodge for emergencies.

NOTE: If a scout carries his Epi-pen or inhaler, he must have it with him at all times.

**What about over-the-counter-medication? Can my son carry Advil or Tylenol with him?**

No. All medications, including those available over-the-counter, must be dispensed by the Health Lodge. Exceptions to this rule must be approved by the Health Officer. (See above.)

**My son has an occasional headache or occasional allergies. Should I send Tylenol, Advil or Benadryl with him to camp?**

No. The camp has a supply of these medications for scouts who need them occasionally. However, if your son requires a medication every day, please send it to camp with him even if it is over-the-counter.

**Do medications need to be in certain bottles?**

Yes. Prescription medications must be in the original bottle given to you by the pharmacy. Over-the-counter medications must be unopened to be distributed at camp.

**Can I use a seven-day planner or some other method for sending my son's medication?**

No. Although systems like these might help you keep your son's medication organized at home, BSA and the Commonwealth of Massachusetts mandate that medications be bottled properly to be dispensed at Camp. (See above.)

**Do over-the-counter medications really need to be in an unopened bottle?**

Yes

**Are there exceptions to this rule?** No.

**I am an adult leader. Do I need a medical form?**

Yes. If you are staying for more than three (3) nights, your BSA form should be filled out completely, including a physical from a doctor within the last year. If you are staying for less than three (3) nights, you must complete a BSA form, although a physical is not necessary.

**What are the most common reasons a Scout comes to the Health Office?**

Dehydration and ticks. Scouts should be sure to drink plenty of water and be vigilant to check for ticks. Frequent showering and hand washing help stop the spread of bacteria and promote good hygiene.

### **My scout has medication. When should he take it?**

Medication is dispensed from:

7:00 – 7:30 am;    8:30 – 9:00 am;    12:45 – 1:15 pm;    5:00 – 5:30 pm;    8:30 – 9:30 pm

It is best for scouts to take morning medications from 7:00 – 7:30 am to ensure that they make it to 9:00 am merit badge classes on time.

### **What happens if my scout misses his medication?**

All medications are prescribed for a reason. Those that are prescribed to be taken daily (or multiple times during a day) are necessary for the patient's well-being.

*Therefore, the following procedures are in place when a scout misses his medication:*

- First Time – The camper's Scoutmaster is informed
- Second Time – The camper's parent is called
- Third Time – The camper is sent home.

Scouts who repeatedly miss their medications present a significant medical danger to themselves. These boys cannot remain in camp for their own safety.

### **My son is taking a prescription medication. The dosage has been modified since his physical. What does the camp need to ensure that he receive his medication correctly?**

Your son's medical form and prescription bottle (dosage, frequency, etc.) must match exactly. If the two forms do not match, we need a modified order from the doctor to dispense his medication.

### **Can I fax or e-mail documents to Camp?**

Yes. The fax number is 508-224-9444. Documents may also be emailed: [rich1.carlson@verizon.net](mailto:rich1.carlson@verizon.net)

### **What are the Health Lodge's hours?**

7:00 am to 10:00 pm for all health concerns. 10:00 pm to 7:00 am for any genuine emergency.

### **How can I make check-in go more quickly?**

The best way to make check-in go faster is to comply completely with all camp health regulations. Delays occur when people do not follow these instructions. This slows everything down.

***Make sure that you have signed in all the correct places.***

### **What if I have other questions?**

Your Scoutmaster should be able to answer most questions, but do not hesitate to call the camp at 508-224-2010 at any time. Answering a question before camp begins might take only seconds, but not knowing the correct answer could potentially cost parents, Scoutmasters, staff, and campers hours of time.

### **What happens to my son's medication when camp is over?**

All medical forms and medications are returned to your son's Scoutmaster on Saturday morning. He or she will ensure they are given back to you.

## PROCEDURES FOR INFORMING PARENTS WHEN FIRST AID IS RENDERED

In general, for mildly ill or routine medical treatment, the Camp will not call a parent/guardian. However, for serious injury requiring transport to a local hospital, the parent(s)/guardian will be notified at the earliest possible time after the decision to transport has been made by the Camp. It is understood that transport may have already begun before notification is made. For illness not deemed an emergency, parent(s) /guardian may be called and a discussion will be made whether to go to the hospital, MD office, home or not.

### **CAMP SQUANTO'S PLAN FOR ADMINISTERING MEDICATION—(PRESCRIPTION AND NON-PRESCRIPTION) AND THE PLAN FOR RECORDING THE DISPENSING OF MEDICATION.**

Camp will utilize Med Sheets for recording the dispensing of medication. Dispensing of Medication for all Campers/Staff under the age of 18 will be done by the Camp Health Lodge Officer. Medication for those over 18 can be administered by the owner after being declared at the Health Lodge, providing they are kept in a secure location by the owner.

### **PROCEDURES FOR IDENTIFYING AND PROTECTING CAMPERS WITH ALLERGIES AND/OR OTHER EMERGENCY MEDICAL INFORMATION.**

UPON ARRIVAL at Camp, each Leader, Scout, Staff member, and guest is asked to check in at the Dining Hall. Upon arrival at the Dining Hall, campers must present a Medical Form complete with parent/individual and physician signature.

Health Lodge Staff will review each medical history. By 10:30AM Monday unit leaders will have been notified of all campers with allergies, medical issues that need monitoring, and those who need to be visiting the Health Lodge for medication and their times.

**If by 8:00 PM Monday there are campers/staff who have not shown up for scheduled medications, a staff member will deliver a message using NOTICE OF MEDICATION LAPSED FORM directly to a leader in charge of those named. The Leader/Scoutmaster must proceed with the Scout(s) to the Health Lodge**

**The Health Lodge and Leader/Scoutmaster will call the camper's parent with camper present informing them of the problem and consequences. The consequences require that the Scout be sent home if he/she is more than one half hour late for a prescribed medication time.**

**Therefore, if a camper does not show for scheduled medications after being put on notice once, then they will be sent home, without delay.**

**After Monday evening this same procedure will be followed for any Camper/Staff that does not show up for medication within one half hour of the prescribed time, providing it is their first time.**

In brief, mildly ill campers will be treated using good nursing judgement following procedures approved by our Health Care Consultant. Administration of medication will be done by our Camp Health Supervisor following the directions provided by the prescription label or by a written Doctor's order and for non-prescription products by the product label or by a Doctor's order. **NO EXCEPTIONS.** Emergency health care will be provided on site by trained first aid staff, followed up by our Health Lodge Staff and transport to Beth Israel Deaconess Hospital if deemed necessary.