

**PRESBYTERY OF EASTERN VIRGINIA
MAKEMIE WOODS SUMMER CAMP JOB DESCRIPTION**

Camp Medical Professional

Qualifications:

- 1) R.N., L.P.N., E.M.T., or certified First Aider and licensed to practice in the state of Virginia; will work under the supervision of the Camp Doctor.
- 2) Preferably has experience in or working with a school or public health service.
- 3) Be a member of a Christian church and willing to share faith with others.
- 4) Understand and be supportive of church camping.

Responsible to:

- 1) Camp Director, Assistant Director, and Program Director.

Essential Functions:

Supervises a program of health and safety for all campers and staff and participates in opening-day registrations. Must be able to maintain license/certification and carry out all medical functions, assessing and treating campers and staff in daily and emergency situations, in remote wilderness settings.

Preparation (before coming to staff orientation):

- 1) Prepare for this assignment first of all with prayer. The position is one of Christian leadership and ministry to the needs of others.
- 2) Master the camp manual of operations, including knowledge of all policies and procedures
- 3) Read and understand the camp's medical protocols and standing orders as signed by the camp physician.

Specific Responsibilities:

- 1) Oversees medical procedures on the camp property in accordance with established ACA standards and camp protocols.
- 2) Participates in a screening of all campers upon arrival on site to cover: (1) any observable evidence of illness or communicable disease; (2) validates information on health history form and makes sure parental permission section is signed; (3) checks in medications in use by campers. Shares information with counselors.
- 3) Sets, in conjunction with Assistant Director, "medicine call" times at the clinic.
- 4) Meets with the Assistant Director daily to review admissions to clinic.
- 5) Is responsible for all medications brought to camp by campers, and administers them as directed by the camper's physician.
- 6) Treats campers and staff in need of medical attention with care and compassion. Administers all non-prescription medications and treatments in accordance with standing orders from camp's consulting physician. Is on-call for medical emergencies except when breaks are arranged with other staff medical professionals.
- 7) Guides and works with counselors in health related matters: Reporting illnesses and injuries, dietary habits, symptoms of disturbance such as lack of sleep, nail-biting, bed-wetting, homesickness, etc.
- 8) In case of medical emergency consults with Director or Assistant Director concerning providing transportation to a medical treatment center. If deemed necessary, goes with

camper and/or transports camper. When non-emergency care is needed from the camp physician, transports camper or arranges for the camper's transportation.

- 9) Keeps accurate records of all treatment, medication provided for campers and documents all accidents and/or injuries, in accordance with ACA standards.
- 10) Works with the Camp Director and Assistant Director concerning accident and insurance forms.
- 11) Prepares first aid kits for use in sites and for trips.
- 12) Participates in weekly and end-of-season evaluation process.