

**Fusion Camp Health Service Policy
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HEALTH SERVICE POLICY R400.11119

Procedures for Admitting Students

1. The Medical Coordinator (also referred to as the Health Officer) shall have a copy of the signed health history statement for each student. No student can attend camp without said form. The statement will include the following information:
 - a. Current prescription and nonprescription medications if taking
 - b. Immunization status
 - c. Physical limitations
 - d. Allergies
 - e. Any special health or behavioral considerations
 - f. Emergency contact numbers
2. All students will be screened during the first 24 hours of camp.
3. Each student will be checked for lice.
4. Each student will be screened as to their physical condition. Any bruises, cuts, or markings on the child's body should be noted.
5. If any child abuse is suspected, it will immediately be reported to the Ministry Director, who in turn reports the abuse, following the policy on file with CedarCreek Church.
6. If necessary, the student's Group Leader and any necessary team members will be informed of any unusual student problem when it would be in the student's best interest for it to be known—problems such as: allergy to bee stings, epilepsy, etc.

Arrangements for Emergency Health Care Consultation Services

Michindoh has an ongoing agreement for Dustin Kimball, M.D. to be Michindoh's on-call health care consultant. A signed and dated agreement is kept on file in Michindoh's Health Office.

Dr. Dustin Kimball: (517) 437-0010
(Calls will only be made by the Medical Coordinator.)

Arrangements for Emergency Health Care Services and Emergency Transportation to an Emergency Health Care Facility

Michindoh has an ongoing agreement with Hillsdale Community Health Center to provide emergency medical treatment for Michindoh. A signed and dated agreement is kept on file in Michindoh's Health Office.

Transportation will be by either a qualified driver following the Emergency transportation policy or by an ambulance. The Medical Coordinator, Ministry Director, or Operations Director will determine what mode of transportation is necessary.

Standing Health Care Orders

All health-related incidents will be referred to the Medical Coordinator. Group Leaders, the Experiences Team, the Operations Team, and/or CedarCreek staff are not to administer medication of any kind. Only in case of a dire emergency and the absence of the Medical Coordinator will the programming staff administer first aid.

Before the students arrive, the Medical Coordinator is responsible for being familiar with the "standing health care orders" given by Michindoh by its consulting physician, Dr. Dustin Kimball. The Medical Coordinator is to follow these standing orders in treating the students. A permanent record of all treatments will be recorded by the Medical Coordinator and kept on file by the Operations Director.

The standing health care orders are signed and dated by Dr. Dustin Kimball and are kept on file. The form is titled "Standing orders for the Health Officer."

First Aid and Health Care Supplies

Health care and first aid supplies are stored in the health office, in the main office, in shop A, and with the lifeguards when on duty. All supplies are in a secure area away from the students but available in case of emergency.

Storage and Administration of Drugs and Medications

All prescription and nonprescription drugs shall be turned in to the Medical Coordinator upon arrival. They will be stored in a locked location. The Medical Coordinator will be the only one to dispense medications. The Medical Coordinator will familiarize him/herself with bringing routine medications to meals and will dispense the medications at the appropriate meal. When medication is to be taken at times other than at meals, the Medical Coordinator will arrange times for the students to receive their medication. All medications given out will be recorded in the health log.

Procedures for Daily Observation of Each Student's Physical State

The Medical Coordinator is the official health care giver of the camp, but everyone on the team must be alert to the general health needs of the student. A student often times cannot respond mentally, emotionally, or spiritually if he/she does not feel well physically. Also, the student's parents expect the camp to attend to his/her basic physical needs. Alertness to possible health problems could be the difference in a student's ability to remain for the entire event.

Therefore, everyone, especially Group Leaders, should watch for certain signs:

1. **Fatigue:** Evidenced by irritability, drowsiness, lack of enthusiasm, and slowness
2. **Cold or flu:** Evidenced by sore throats, watery eyes, runny noses, and frequent trips to the bathroom
3. **Constipation:** This can cause headaches or a loss of appetite
4. **Headaches:** May be an early sign of illness, but can be a result of dehydration, fatigue, or constipation
5. **Medications:** The Medical Coordinator will notify each counselor of those students who need medications at a time other than regular medication times
6. **Special problems:** The Medical Coordinator will notify each counselor of those students with special problem and what precautions are necessary
7. **Stomach aches:** This can be caused by stress, a stomach virus, being homesick, or something they ate
8. **Bites, scratches, cuts, bruises, and sprains**

Since Group Leaders are best able to monitor their students' physical states daily, Group Leaders are to be alert for any signs of injury or illness. When a child needs medical attention, he/she will be taken to the Medical Coordinator as soon as possible. The Medical Coordinator will see the child as soon as possible.

Procedures for Prompt and Responsive Notification of the Student's Parents or Legal Guardian

In case of accident, injury, or illness of a student that requires hospitalization, doctor referral, or premature release from camp, the student's parent or legal guardian will be informed immediately. It will be the Operations Director's responsibility to see to it this is done. The phone numbers of all students' parents or legal guardians are on the students' consent form.

Michindoh Conference Center

4545 E. Bacon Road. Hillsdale, MI 49242
Tel: 517-523-3616 Fax 517-523-3331

- **General Care Guidelines**
 - Provide first response care (Airway, Breathing, Circulation)
 - Provide reassurance and comfort to individual & family
 - Request EMS services when necessary
 - Check health form before initiating care
 - Keep parents informed
 - Teachers and Directors (Outdoor Education or Site Director) must be informed of any situation before contacting parents.
 - Any camper sent home due to illness must be symptom-free for 24 hours (without medication) and/or on antibiotics for 24 hours. The camper must return with a treatment plan and authorization from a medical provider.

- **Early Asthma Symptoms:**
 - Frequent cough, especially at night
 - Loses breath easily or shortness of breath
 - Feeling very tired or weak when exercising /wheezing or coughing after exercise
 - Feeling tired, easily upset, grouchy, or moody
 - Signs of a cold, or allergies (sneezing, runny nose, cough, nasal congestion, sore throat, and headache)
 - Trouble sleeping

- **Treatment:**
 - Assess individual's respiratory status
 - Administer individual's own inhaler.
- **Acute Asthma Attack Symptoms:**
 - Severe wheezing when breathing both in and out
 - Coughing that won't stop
 - Very rapid breathing
 - Chest pain or pressure
 - Difficulty talking
 - Pale, sweaty face; blue lips or fingernails
 - Feelings of anxiety or panic
 - Worsening symptoms despite medications
 - **Treatment:**
 - Administer individual's own inhaler, medication, or nebulizing machine, if available.
 - **If individual is overtly symptomatic, has altered mental status, or signs of respiratory compromise or collapses- contact 911.**
 - Contact parents
- **Allergies/Hayfever:**
 - Itchy, watery eyes, nose and throat, hives
 - **Treatment:**
 - Remove individual from allergen
 - Administer antihistamine (diphenhydramine) according to package instructions
- **Anaphylaxis – Severe Allergic Reaction Symptoms:**
 - Itching or swelling of the lips, tongue, and or mouth
 - Itching and/or tightness in the throat.
 - Hacking cough; repetitive cough or wheezing
 - Hives; an itchy rash.
 - Nausea, abdominal cramping, vomiting, and/or diarrhea
 - Shortness of breath.
 - Increased heart rate
 - Passing out or fainting
 - **Treatment if airway is THREATENED**
 - Administer diphenhydramine per package instructions (liquid is preferable)
 - Apply cold pack to affected area if related to insect sting
 - Treat for shock
 - Monitor condition
 - **Contact parents**
 - **Treatment if airway is OBSTRUCTED:**
 - Administer Epi-Pen according to instructions
 - If under 70 pounds use Epi-Pen Jr.

- Contact EMS
 - Contact Director (Outdoor Education or Site Director)
 - Contact Health Officer
 - Apply cold packs to affected area(s) if related to insect sting / bite
 - Treat for shock
 - Contact Teachers
 - Contact parents
- **Blisters**
 - Protect with mole skin or band-aid if closed.
 - If open, treat as cut
- **Burn**
 - Flush burn with cold water
 - Apply OTC burn spray or gel
 - Dress loosely with sterile dressing such as gauze and tape.
 - Contact parents and consult medical professional if it is a 2nd or 3rd degree burn or if signs of infection develop.
- **Choking - Conscious Individual:**
 - Ensure adequate respiratory status.
 - Instruct individual to cough
 - If individual is unable to cough or speak, administer abdominal thrusts until airway is cleared or individual becomes unconscious.
 - If individual is a child, seek medical care follow-up
 - Contact teachers to contact parents
- **Choking – Unconscious Individual:**
 - Request EMS
 - Refer to First Aid/CPR certification training
 - Contact teachers to contact parents
- **Constipation**
 - Encourage copious amounts of oral hydration solutions; encourage fresh fruit, vegetables, and diet high in fiber.
 - Try gentle exercise (short walk)
 - Administer stool softener per package instructions.
 - Give maximum of 2 doses before consulting physician.
 - Allow extra, private bathroom time.
- **Contusion (Bruising)**
 - Ice, elevate if possible
- **Cough**
 - Administer cough suppressant or OTC cough drop.
 - Check temperature.
 - If cough is persistent or prolonged, inform teachers and call parent.
- **Cuts/Abrasions:**
 - Clean wound with soap and water and/or antiseptic wipe (Benzalkonium Chloride)
 - Apply antibiotic ointment
 - Apply band-aid or other sterile dressing
 - Check daily and change dressing to check for signs of infection

- If it is red, swollen, infected, or located on the face contact Direction to contact parents.
- **Diabetic Emergencies – Symptoms LOW BLOOD SUGAR:**
 - Sudden onset
 - Staggering, poor coordination
 - Anger, bad temper, irritable
 - Pale skin
 - Confusion, disorientation
 - Sudden hunger
 - Excessive sweating
 - Trembling
 - Eventual unresponsiveness
 - **Treatment:**
 - Administer oral glucose or snack they may have brought, otherwise cup or juice and recheck blood sugar in 15 minutes, and follow-up with ½ of a peanut butter sandwich and a glass of milk.
 - If blood sugar levels are not back within normal range, contact teacher and then contact parents.
 - **If they are unconscious:**
 - **Do not try to feed sugar due to choking hazard**
 - Call 911
 - Contact Director (Outdoor Education or Site Director)
 - Contact parents
- **Diabetic Emergencies – Symptoms HIGH BLOOD SUGAR**
 - Gradual onset
 - Drowsiness
 - Extreme thirst/very frequent urination
 - Flushed skin
 - Vomiting
 - Fruity breath odor
 - Eventual unresponsiveness
 - **Treatment:**
 - If the individual is known diabetic and awake enough to swallow:
 - Encourage oral hydration
 - Have individual check their blood sugar and assess if they should administer insulin
 - Contact teacher and then parents and arrange for transportation to hospital
 - **If they are unconscious:**
 - Call 911
 - Contact Director (Outdoor Education or Site Director)
 - Contact parents
- **Diarrhea**
 - Encourage oral hydration to prevent dehydration.
 - Administer Bismuth tablets according to package directions

- Wash your hands and encourage individual to do the same
- Contact parents if condition persists for more than 24 hours.
- **Fainting**
 - **Treatment:**
 - Position the victim on his/her back and elevate legs about 12 inches.
 - Check for ABC's (airway, breathing, circulation)
 - Take appropriate action if ABC's are compromised in any way.
 - Loosen clothing
 - Check for any other life threatening or non life threatening conditions.
 - Do not give anything to eat or drink.
 - If victim recovers quickly and has no lasting signs, it may not be necessary to request 911.
 - Contact teachers and then parents to consult on further treatment
 - If unconscious for longer than 3 minutes, request EMS
 - Contact parents
- **Fever:**
 - **If fever is 102 degrees or higher**, administer Acetaminophen or Ibuprofen and contact parents immediately to pick up child.
 - Child is to remain isolated with teacher until their parent or guardian arrives.
 - **If fever is under 101.9 degrees**, administer Acetaminophen or Ibuprofen according to package instructions and isolate child for one hour.
 - If fever goes away, child may return to activities
 - If fever persists, contact parents to pick up child
 - If child becomes fever free for 24 hours without medication, they may return to camp.
- **Foreign Body (Eyes)**
 - If object is small enough, flush with water or saline solution
 - If object has punctured the eye, immobilize object and transport to medical facility immediately
- **Foreign Body (Ears or nose)**
 - Transport to medical facility immediately
 - Do not try to remove object
- **Foreign Body (Splinters)**
 - If the tip of the splinter is exposed, remove it using tweezers and treat as you would a cut
 - If embedded, do not remove
 - Have child wash hands in warm soapy water
 - Cover with band-aid and check periodically to see if splinter has been pushed out to the surface of the skin
- **Fractures:**
 - If a fracture is suspected, immobilize and have child transported to Hillsdale Community Hospital.
 - Acetaminophen or Ibuprofen may be administered per package directions
 - Medication given, dosage, and what time it was administered must be written on the health form and sent along with student.

- Contact parents
- **Head/Sinus Cold:**
 - Check temperature, if fever follow directions above
 - Administer decongestant per package directions
- **Headache:**
 - Assess how much water the child has had to drink during the day. Get a specific answer (ex. Number of glasses, not “a lot” or “enough”)
 - Encourage to drink water
 - If headache is severe, the child may rest in the health office with a teacher present until it has subsided.
 - Acetaminophen or Ibuprofen may be administered
- **Heat Injury:**
 - If heat injury is suspected, let individual rest in cool environment
 - Encourage slow constant rehydration
 - Monitor for additional signs of overheating.
 - If signs become no longer present, individual may resume activity, but they should be encouraged to continue drinking fluids.
 - If level of consciousness changes at any time, call 911
 - If you have ice or cold packs, wrap in a cloth and place on each of the victim’s wrists and ankles, on the groin, in each armpit and on the neck to cool the large blood vessels.
 - Contact parents
- **Insect bite:**
 - Apply Hydrocortisone or other OTC anti-itch cream as per package directions to relieve itch.
- **Insect/Bee Sting:**
 - Gently scrape stinger as soon as possible by using cardboard, credit card, or a fingernail (not tweezers)
 - Clean sting area with soapy water
 - Swab area with sting relief wipe.
 - If area swells, administer diphenhydramine
 - If individual shows signs of anaphylactic shock follow **Anaphylaxis** directions above.
- **Infection:**
 - Signs of infection
 - Streaking red lines, redness, warmth, drainage, odor, or increased temperature
 - Treatment
 - Clean area with soap and water, apply antibiotic ointment
 - Cover with dressing and change every 24 hours.
 - Contact teachers then parents if condition worsens.
- **Nausea**

- If caused by trauma, contact medical professional
- If caused by overeating, administer antacid
- If caused by child feeling ill, check temperature, and follow fever procedures if child has one.
- Antacid and a small amount of sprite to sip on may be given.
- **Poison Ivy**
 - Cleanse exposed area with soap and water as soon as possible
 - Tecnu soap may be used per package directions to cleanse area.
 - Apply hydrocortisone cream or other OTC anti-itch cream if rash appears.
 - If rash continues to spread consult with Director and teachers then contact parents.
- **Rash**
 - Cleanse area with soap and water.
 - Wash with Tecnu if poison ivy is a possibility
 - Check for temperature
 - No temperature, apply Benadryl or Hydrocortisone cream.
 - If temperature, contact teachers to contact parents.
- **Sore Throat**
 - Check temperature treat, for fever child has one.
 - Use warm salt-water gargles for comfort (1/4 tsp. salt in 4 oz. warm water)
 - May give cough drops and antiseptic throat spray.
- **Sprains/Strains**
 - Elevate and apply ice for 20 minutes
 - Ace bandage or coflex wrap may be administered during the day – must be removed before bed.
 - If individual is unable to place weight on extremity or is extreme pain, consult with Director and seek medical attention.
 - Ibuprofen or Acetaminophen may be administered for pain.
 - Contact teachers and then parents.
- **Sunburn**
 - Apply aloe and encourage individual to avoid further exposure to the sun.
- **Toothache**
 - Administer Acetaminophen or Ibuprofen for pain per package directions.
 - Contact teachers and then parent if pain persists more than 24 hours.
- **Vomiting**
 - Encourage individual to sip on clear liquids once vomiting has stopped.
 - Check child's temperature, if a fever is found, follow **Fever** directions above.
 - Contact teachers to contact parent if vomiting persists.

Camp Michindoh staff may administer prescribed medications. Medications to be given must be per prescription. If there are any changes made to the prescription, a doctor's signature is required for these medications to be given.

The Health Officer is permitted to use these standing orders and to provide a level of care appropriate for the condition of the individual. Significant deviation from these orders is permitted during unique and extreme circumstances, such as epidemics and mass casualty incidents, where strict adherence to these orders could cause individual harm or otherwise violate these orders as a legal document. This does not remove the standard of care requirements of expected performance.

Standing Orders reviewed by:

Dr. Dustin Kimball
451 Hidden Meadows Dr
Hillsdale, MI 49242-9812

Signature

Date

Hillsdale Community Health Center

We hereby agree to provide emergency medical treatment for Michindoh Conference Center, 4545 E. Bacon Road, Hillsdale, Michigan, for the camping year of 2016.

Signature

Date