

CAMP GALIL INFIRMARY 2010
HEALTHCARE HANDBOOK
FOR PARENTS/GUARDIANS

INTRODUCTION

This "Healthcare Handbook" is meant to serve as a guide to healthcare at Camp Galil and specifically the operations of the Mirpa'ah (the Camp Galil Infirmary), otherwise known as "The Marp." We hope that it will give you a better sense of how your children will be taken care of, and of camp policy regarding your children's healthcare at camp. If you have any questions or concerns about anything contained in this handbook, please do not hesitate to contact the camp, and/or the infirmary directly during the summer.

Please note: There are a variety of Hebrew words in this guide, followed by the translation.

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SECTION I: STAFF & SCHEDULING

INTRODUCTION TO THE INFIRMARY STAFF

"The Marp" (the Camp Galil Infirmary) is staffed by 2 Nurses and an EMT/LPN. There are also often volunteer physicians as well as others.

At least one staff member is always present in the infirmary when campers or staff is in the infirmary for health or medical reasons. Whenever the chanichim (campers) are in machaneh (camp) the nurse or EMT will be on site. On trips out of camp there is always an adult on the trip that is a nationally-recognized provider of first aid and CPR.

OFFICE HOURS

In order to allow infirmary workers to complete their work, Clinic Hours are held 3 times each day, at which time campers are encouraged to visit with their non-emergency ailments. Emergency treatment is available 24 hours/day. Staff members with each age group are also trained in basic first aid and CPR.

IMPORTANT: Please take special note of this Office Hours system, as parents/guardians are often surprised to hear that their camper had to wait to be seen by infirmary staff for a minor ailment. Please understand that we use office hours to ensure that essential infirmary work gets done. A substantial amount of time is needed during the day for important tasks such as contact with parents/guardians, making doctors' appointments, going to doctors' appointments, cleaning the infirmary, and caring for patients in the infirmary. Furthermore, please be patient if we cannot speak with you immediately about your child because we are in the middle of office hours, or another activity. If we are not immediately available to talk, it is because we are in the middle of taking care of your children. We are here to help!

SHABBAT

Shabbat (Friday night and Saturday) does not follow the same schedule as the rest of the week. What is of concern to parents/guardians in this regard is that despite Shabbat, the infirmary still operates as normal. ***We will still call parents/guardians to notify you of your child's condition if need be.*** We will also still take campers to a doctor, a specialist and/or the closest Emergency Room if need be. If you or your family observes the Sabbath and your preferences are not in accordance with any of the above, please let us know.

SECTION II: CARE & SERVICES

PATIENT CARE & HEALTH FORMS

Patient care and treatment at camp and in the infirmary depends largely on the ability of our medical personnel to know the history of a patient. Therefore, having up to date fully completed health forms is of the utmost importance. Many times parents/guardians and even physicians will forget to write down an allergy, contraindication to a particular medicine, or specific need/treatment restriction of a camper. For example if your child frequently gets sinus infections, coughs or seasonal allergies, we must know this. If your child does not respond well to Acetaminophen (Tylenol) but does respond well to Ibuprofen (Advil/Motrin), let us know. Please be thorough and make sure that your campers' completed health forms are in on time.

MEDICAL RESOURCES

The Camp Galil Infirmary cannot handle every healthcare need of all campers in all situations. For your information, the following nearby medical facilities are used most often. When necessary, however, we may use other medical facilities as well.

GENERAL PHYSICIAN

Family Health Care Center in Palisades
Drs. O'Neill & Kotz
Rt. 611, P.O. Box 327, Ottsville, PA
610 847-2071

HOSPITAL AND EMERGENCY ROOM

Doylestown Hospital and ER
215 345-2281

In addition, we have relationships with other medical specialists for use when needed.

SECTION III: OPERATIONS & PROCEDURES

CHECK IN & THE HEALTH SCREENING

Your child's completed medical form must be submitted by opening day. Without it, your child *will not* be allowed to stay at camp. There is no appeal to this policy.

All medications, including over-the-counter and vitamins, *must* be taken to the Mirpa'ah (infirmary). All prescription medications must be in their original containers and properly labeled. If not, the prescribing doctor must have described the dosing properly in writing on the medical form, or on official stationery of some kind. These directions can be faxed to us at camp.

The best way to keep Camp Galil and its campers healthy is to prevent disease from arriving. **Please do not bring your child to camp if he/she is sick!** If your child has a cough, cold, rash, fever, lice, conjunctivitis/pink eye or any throat problem in the days before camp begins, please contact us! Upon arrival at camp, all campers and staff will undergo a health screening. If the infirmary staff determines a camper or staff person to have an ailment that is contagious through daily contact, and will remain so for more than 24 hours they will be sent home until such time as they are no longer contagious.

MEDICATION CONTROL

Medications (prescription or over the counter) are never left unattended and are always kept in locked cabinets in the Mirpa'ah (Infirmary). In the event that a camper requires medication to be purchased, an infirmary staff member will do so. While adults/staff are permitted to keep medication with them in locked areas of their bunk (tsrif), under no circumstances can they give any type of medication or vitamin to a camper/minor.

Medications (of any kind) or chemically controlled substances may not be kept with any camper in their bunk (tsrif). Campers with daily medications will have access to them through the infirmary as needed and/or prescribed. This policy is not negotiable and violation of it by a camper will result in immediate dismissal from camp (machaneh) at the recommendation of the infirmary staff along with the associate director. Spray cans/aerosols of any kind (deodorant, bug spray, air freshener, etc) are NOT permitted in the bunk (tsrif). We ask that campers bring pump sprays instead of aerosols, as they are safer and more environmentally friendly.

DISPENSING OF MEDICATION

Medications are generally given out 4 times each day as follows:

- Morning medications during breakfast
- Afternoon medications during lunch
- Evening medications during dinner
- Bedtime medications before bed (on a 'roll-in basis')

Medical logs are used to record that each dose has been given to a camper. This includes all creams, inhalers, syrups and pills. If medications need to be administered at times other than those listed above, exceptions will be made.

On occasion, campers do not remember to come take their medication. In that event, our medical staff must track down those campers. This can be very time consuming. So although you as a parent/guardian cannot affect this during the summer directly, please try to reinforce the importance of remembering to take daily medication to your children before the start of camp (machaneh).

CAMP CLEANLINESS & SANITATION

Every morning except Shabbat (Saturday), our campers have work (avodah). Different crews clean up and beautify the camp (machaneh). Later in the day, the kids have bunk cleaning (nikayon tsrif). This is the official time when campers and staff clean their bunks. Either the infirmary staff or the mazkirut (camp directors) do daily inspections of the tsrifim (bunks) for cleanliness (except on Shabbat and some special days). In order to promote cleanliness at machaneh (camp), please speak with your kids extensively before camp (machaneh) about cleanliness and tell them that you expect them to help keep their bunk (tsrif) clean. This is one of the best methods we have for preventing the spread of sickness through camp.

STAFF/ADULTS ON SITE

The role and responsibility of seasonal staff persons in camp health care is that of 'helpers.' Seasonal staff are given first aid kits and taught how to use them, as well as being taught how to handle both emergency and non-emergency situations.

Most importantly, staff members from each age group undergo a camp healthcare training within a week of their arrival at camp. A certified instructor will ensure that staff members are trained and certified in Basic First Aid and CPR.

VISITS TO A DOCTOR/SPECIALIST

In any non-emergency situation in which the Mirpa'ah staff is unable to diagnose a patient, is not capable of treating his/her medical problem, or for any reason feels 'unsure,' the patient will be sent to either a doctor, specialist or the Emergency Department of a local hospital as soon as possible. In an emergency situation, if necessary, we will take your child to the emergency room at any time.

We will make a reasonable effort to contact you (the parents/guardians) before we take your child to any outside medical office. However, sometimes the situation is such that a camper will be sent to the doctor's office within a few hours of being seen by our infirmary staff, and contacting the parents/guardians beforehand is often difficult.

The infirmary staff will make all efforts to make the arrangements for such visits; however parents/guardians are always expected to make payment arrangements. Furthermore, we cannot transport campers to specific medical offices. If for whatever reasons you would like to have your child see their own doctor or specialist, you must speak with the Associate Director first, and then come and pick up your child.

COMMUNICATION WITH PARENTS/GUARDIANS

The infirmary strives to keep parents/guardians well informed of their child's ailments. Whenever your child needs to see a doctor or go to any outside medical facility, you will be called. We also call parents/guardians if a camper has a high-grade fever, needs to stay in the infirmary overnight, or of course needs to go to the emergency room. However, *parents/guardians should not expect to be notified about every ailment and/or complaint their child has in the infirmary.* For example, a camper may come in complaining of a headache, cough or stomachache, but we may not call the parents/guardians if at the time we think it is a passing virus. Should the camper remain sick, need to stay over in the infirmary, develop a substantial fever, or need to see a doctor, we will of course call you. If there are special considerations you would like the infirmary staff to be aware of, please do let us know. However, please do not request that the infirmary staff call you for any visit your child makes to the infirmary.

Furthermore, when trying to contact us in the infirmary, please be patient. *There are some times during the day when we will not pick up the phone.* This often includes office hours when we are treating campers. Please be patient and we will return messages as soon as possible.

CALLING HOME

As per the general Camp Galil policy, campers are generally not allowed to call home or receive calls. In extreme medical situations brief calls will be allowed. Examples of such situations are visits to the Emergency Room for an emergency (i.e. not because the doctor's office is not open), the potential need to

be taken out of camp for medical reasons, or a prolonged (i.e. over two nights) stay in the infirmary. The infirmary staff and/or Associate Director can make exceptions to this policy. *Please do take special note of this policy.* Furthermore, the infirmary staff will make every effort to keep parents/guardians well informed of their child's ailments

SECTION IV: **POLICY & SPECIAL CONSIDERATIONS**

CONTAGIONS POLICY

Camp Galil is serious about preventing the spread of contagions within the camp. In that, anyone with a likelihood of remaining contagious must stay in the infirmary alone in a room until such time as s/he is no longer contagious. However, some antibiotics and medical treatments take 48 hours to work before a patient is no longer contagious. Thus, in the interests of the patients/campers, we offer parents/guardians or friends (in the case of staff) the opportunity to take the camper home until such time as s/he is no longer contagious. If a child has a serious, contagious illness that requires extended isolation, we may require that the camper be taken out of camp until such time as he/she is no longer contagious.

FINANCIAL POLICY

Camp Galil does not accept any financial responsibility for campers or staff in any medical situation. Campers and their families are expected to pay for any necessary medical services rendered by an outside facility. The same is expected of Camp Galil staff. If the camp pays for the service in the meantime, the patient (or their parents/guardians) must pay the camp back for such services in a timely manner. If the person (or their parents/guardians) has extreme difficulties making payment, a payment plan can be set up upon request of the Camp Galil Executive Director. Where an expensive medical service is deemed necessary and the camp cannot contact the parents/guardians of a camper, the camp will not take on the financial liability of paying for such services.

In the event your child needs to be taken to a doctor or the emergency room, we will use our local facilities. We will make all reasonable efforts to speak with you or the emergency contact before the visit. Any such visits are your financial responsibility, even if we are unable to reach you or the emergency contact before the visit. If you want your child taken to a specific medical facility for financial/personal reasons, you will need to take the child yourself. Also, we will not take any camper to the emergency room unless it is for a true medical emergency, as determined by the Mirpa'ah staff.

SECTION V: CONTACTING US

“MARP” Line (610) 847-8332

Use this line for all calls to the infirmary. Please leave us a message if we are unable to answer the phone.

Mail can be sent to: Camp Galil - Infirmary
146 Red Hill Road
Ottsville PA, 18942