

INFECTION CONTROL

1. The camp health supervisor is responsible for dealing with all staff and camper infection control. This control includes the cleaning of a cut or graze, the administration of antibacterial ointment, and the appropriate dressing to the cut or graze.
2. Where the camp health supervisor deems an injury to a staff member or camper severe enough to warrant additional medical assistance, they will contact the emergency services immediately. Either the camp health supervisor or another member of staff designated by the camp health supervisor will stay with the injured staff member or camper at all times.

HANDLING HEALTH EMERGENCIES AND ACCIDENTS

Medical emergencies include, but are not limited to: heavy bleeding, head injury, serious back injury, continuous vomiting, lack of consciousness:

1. Counselor:
 - Contact the On-Site Health Supervisor or Camp Director immediately
 - Keep the camper safe and comfortable
 - Keep other campers present safe and comfortable and move them away from the injured camper (use additional staff for this duty)
2. The On-Site Health Supervisor or Camp Director
 - Contact the appropriate official by dialing 9-1-1 (e.g. police, fire department, and ambulance) that the situation demands
3. The Camp Director will:
 - Document the incident
 - List the people involved and their status
 - List the names, numbers and addresses of the officials and authorities
4. The Area Manager will:

Contact the parents/guardians:

- Parents will be called at home and/or work
- If the parents are not available leave a message asking them to call regarding important information about their child. (Do not try to explain the injury on message but do express that their child is safe and that you need to speak with them)
- If the parents are not available try the emergency numbers

When you reach the parents:

- Identify yourself by name and title
- Explain the situation and reassure them about the child
- Tell them the action taken
- Give them the information about the campers' location or destination (If the child is transported via an emergency vehicle... A Skyhawks staff member must stay with the child until the parents arrive)

5. Incident reports will be filled out whenever there is cause for concern over safety of individuals and the smooth operation of camp. Skyhawks Risk Management should be notified immediately and any reports faxed to 509-466-6900 attn: Debbie Liberg.
6. An injury report must be filed on a form prescribed by the Massachusetts Department of Public Health for each serious injury in which a camper or staff person is sent home, is brought to the hospital or physicians and where a positive diagnosis is made. Such injuries shall include but shall not necessarily be limited to those where suturing or resuscitation is required, bones are fractured, or the child is admitted to the hospital. A copy of each injury report shall be sent to the Massachusetts Department of Public Health within seven days of the occurrence of the injury.

Initials _____