

## **CAMP NURSE JOB DESCRIPTION**

*Acts 20:35 "In everything I did, I showed you that by this kind of hard work we must help the weak, remembering the words the Lord Jesus himself said: 'It is more blessed to give than to receive.'"*

### **General Responsibility:**

The role of camp nurse is ensure the overall health and wellness of the campers on a day to day basis. This can include a variety of areas to be listed below. The camp nurse is based out of the infirmary but will need to respond to medical issues that may arise around the camp. The nurse will be provided with an adequately stocked infirmary and the ability to add items as seen fit. In addition, the nurse will audit MAR forms to ensure accuracy and that the rights of medication administration are being followed. The nurse will also be on-call during overnight hours for any medical needs that the Health Officer is unable to attend to.

### **Position Requirements:**

- Unencumbered LPN or RN license in the State of North Carolina
- Current BLS for Healthcare Provider
- Ability to manage health forms and maintain records
- Ability to perform daily medication administration
- Good communicator with staff, campers, and parents
- Ability to utilize critical thinking in emergency situations outside of the clinical environment and determine when a higher level of care is appropriate
- Pediatric experience a plus!
- Ability to lift 50 lbs.
- Valid driver's license

### **Roles & Responsibilities:**

- Pre-Arrival camper health chart review
- Assessing the health needs of the campers and staff in the infirmary setting
- Medication administration along with associated paperwork
- Management of illness and injury
- Educating appropriate staff on topics ranging from medication administration, diabetic care, and basic first aid.
- Overnight/on-call hours
- Health care documentation

### **Responsibilities include:**

1. Ensure staff members and camper have a complete health history form on file.

- a. Must be on-site for Residential Camp check-in each Sunday afternoon to verify medication accuracy and that all documentation is complete. This will also include overseeing the lice checks conducted by support staff.
  - b. Must be on-site for Residential Camp check-out each Friday afternoon to ensure all appropriate medications are returned to the parent/guardian with signatures when appropriate.
  - c. If a comprehensive medical care plan is needed, ensure the parents/guardians have this complete (i.e.: diabetic care plan, asthma action plan, etc.)
2. Organize camper medication and create an organized system to dispense the medication at the various times of day (breakfast, lunch, dinner, bedtime, PRN).
  - a. Create a Residential Camper medication binder that is organized and easy to use for individuals without medical background.
  - b. If applicable, organize a separate system for Day Camp medications.
  - c. Be present during the drop-off for Residential Campers to ask questions regarding the preferences for medication administration.
3. Conduct inventory audits of supplies in the infirmary and place orders as needed to ensure the camp is not left without the necessary items.
4. Be familiar with your scope of practice and how it directly relates to the camp setting.
5. Conduct staff trainings so basic medical care can be given in your absence.
  - a. Staff trainings on medication administration, basic first aid, etc.
  - b. Ensure staff competency in the appropriate areas
  - c. Maintain a log for completed annual trainings on staff competencies
  - d. Manage CPR expiration dates for appropriate staff to ensure no lapse
6. Check, maintain, and issue first aid kits to counselors on a weekly basis.
7. Provide basic triage and first aid for:
  - a. Dehydration/sunburns
  - b. Insect stings
  - c. Cuts, scrapes, and bruises
  - d. Broken bones/sprains
  - e. Illness
8. Provide an end of camp summary for care given with suggestions on improvement for the following summer season.
9. Make the appropriate determination of when a situation will require a higher level of care and ensure the appropriate steps are taken to make that happen.