

## MEDICAL POLICIES

### MEDICATION POLICY

1. Each camper will be given his/her own medications, brought from home.
2. The camper will bring their medications to camp in the original bottle.
3. All medication bottles will be placed in a plastic box container.
4. An instant photo will be taken of the camper and taped on top of the box container of medications.
5. Home medications will be placed in a 6-day container (pill form), separated into 4 different times as needed. The parent will help the camp nurse to do this when the camper is registered on the first day of camp. The parent will sign a waiver that their child's medication was correctly dispensed into the 6-day container, along with the nurse's signature. This will also be done if the child comes to camp per the van from their home city.
6. Any liquid medication that does not need refrigerated, the bottle will be kept in the box container.
7. Any medication that needs refrigerated will be placed in the medication refrigerator in the medication room. It will be placed in another box container, with the camper's name on it.
8. Each camper will have his/her own medication kardex. All of their medications will be listed and time of the medications will be written down when the camper is registered on first day of camp. In addition, each camper will have his own chart, with the camp forms, kardex, any new physician's orders, and any other info that occurs during camp.
9. The campers will be divided into six groups, where the same nurse will be administering the medications to the same group of campers during the week. Two of these groups will be the cyclist boys' campers and cyclist girls' campers. The other four groups will be divided by their cabin assignments.
10. There will be one medication nurse in charge every day of camp, but several nurses will be helping to administer the medications. The medication nurse in charge will double check after each medication time that all medications were given as ordered.
11. There will be an inservice for all nurses that will administer medications on the first day of camp. There will be a written explanation of this inservice available also. This inservice will include, but not limit to, the five rights of administration of medications: right patient; right time; right medication; right route, and right dose. It will also include how to use the medications kardex; mark off medications given; sign full name and initials; where medications are stored; and how to route the camper in and out of the medication cabin.
12. We will limit the number of campers in the medication room as needed. An activity volunteer will help to direct campers in/out of the medication room.
13. An injection poster will be utilized and only one nurse will be in charge of administering the injections throughout the whole week of camp.

14. There will be blank physicians' order sheet on hand. These will have carbon copy, of which one will be kept in NKF records after camp and the other will be give to the parents to take home. These will be used for any PRN orders and the nephrologist at camp will write these orders.
15. There will be blank prescription pads, which the nephrologist will write any medication change or addition. Again, one will be used to fill the order at local pharmacy at Bellefontaine and a copy given to the parents to take home.
16. There will be blank hemodialysis and peritoneal dialysis orders, which will be used if any changes of the dialysis prescription are given by the nephrologist.

### PERITONEAL DIALYSIS POLICY

1. All CCPD and CAPD will be done at camp.
2. If the camper is on CCPD they will bring their own cyclor to camp.
3. All dialysate, cyclor tubing, and supplies need to be ordered by your home dialysis unit. Supplies will be delivered to Camp. For details your home dialysis unit can contact Bill Metzger at (614) 579-6469.
4. All girls/boys will be in separate peritoneal dialysis cabins by gender.
5. Nurses at camp who are able to do peritoneal dialysis in their own professional settings will perform all peritoneal dialysis procedures. The nurses will follow the strict guidelines of performing peritoneal dialysis and will use the camper's CCPD/CAPD information that they had filled out for camp. They will record the needed information that the camper normally does at home. The camper's home records will be used or a generic home record will be used if the camper does not have one.
6. CCPD will be done during the sleeping hours at night. CAPD will be done during the awake hours of the day.
7. The nephrologist at camp will be informed of any problems that the camper may have due to her/him being on peritoneal dialysis.

### HEMODIALYSIS POLICY

1. Hemodialysis will be done at the Mad River Dialysis Unit in Bellefontaine, on a Monday-Thursday schedule.
2. The hemodialysis children will be driven to the unit in a van.
3. Their hemodialysis treatment will be done, as ordered from their home unit. They will be treated as transient patients at the Mad River Dialysis Unit.

4. A pediatric hemodialysis nurse will act as the pediatric nurse consulante while they are being dialyzed.
5. A copy of the camper's dialysis sheets will be given to the parents when they leave camp.
6. The camper's home unit will be called on Thursday or Friday to report how the camper did on hemo at camp.

### OTHER CAMP MEDICAL POLICIES

1. All other procedures that campers need done at camp will be done as ordered in their medical forms.
2. All campers will have a chart, which additional procedures can be recorded.
3. Any medical concerns about the camper will be addressed to the nephrologist. The nephrologist at camp will contact the camper's private nephrologist if needed to address a medical concern.
4. Campers will be transported to the local hospital as needed for any medical issues or emergencies.
5. Care will be taken to maintain each camper's privacy and confidentiality; all medical and general volunteers will sign a confidentiality statement upon volunteering at the camp.
6. Any problems with medication administration or incidences that occur related to a camper's medical care that deviates from the norm (i.e. taken to a hospital for evaluation) will be documented and reported to the proper entities accordingly.