

## Medication Procedure for Camping – Young Life Australia

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**Camp Nurse:** the designated nurse or first aid person responsible for managing medications in accordance with this procedure.

### Pre-Camp Requirements

**Parents/guardians are responsible for:**

- a) Providing the treatment regime before camp
- b) Supplying and labelling medications with the camper's name and treatment regime (eg dosage of medication, time medication is required to be taken)
- c) Informing Young Life Australia of any changes to the medication treatment regime – to Young Life Australia staff before camp, or the Camp Director / Camp Nurse during camp.
- d) Referring to **Appendix 1: Administration of Over the Counter (OTC) Medications**; and if your child has asthma or severe allergies **Appendix 2: Asthma and Anaphylaxis Specific Guidelines**.
- e) If applicable, providing written instructions stating what should be done if a dose is missed or if camper refuses to take a specific medication/dose.

**PLEASE NOTE:** Young Life Australia does not provide asthma treatment inhalers or Adrenalin Auto-Injectors. It is the parent / guardian's responsibility to ensure that their child (the camper) attends camp with these if required.

**Camp Director(s) are responsible for:**

- a) Providing the kitchen / catering staff and Work Crew Bosses with a list of allergies pre-camp and an updated list 24hrs prior to campers arriving
- b) Providing the Camp Nurse with a list of Medical Conditions + Medications of all who attend Summer Camp 24hrs prior to campers arriving.

### Medication Collection

**Camp Nurse responsibility:**

- a) Prescription medications will be collected at the beginning of camp with accompanying instructions and dosage schedule (if not already provided in the registration process) by the Camp Nurse.
- b) Non-prescription medications should be collected if they need to be administered regularly or if they pose a significant risk to other campers (e.g. serious allergy risk, medications including many cough and cold medications; if unsure, it is best to collect the medication or contact 1300 MEDICINE / 1300 633 424 for advice).

- c) Collected medications should be kept out of reach of campers in a location that is only accessible to leaders. If refrigeration is required, the Camp Nurse should liaise with kitchen staff about the most suitable location.
- d) Medication chart should be completed to ensure medication is properly administered. This is to be done in collaboration with the list of medical conditions and medications provided by the Camp Director(s). *Refer to Appendix 4 for Medication Chart.*

### Medication Administration

#### **To be completed with the Medication Chart:**

- a) Check the medication label with the camper (name, dose and time)
- b) Supervise them dispensing the set amount, or if required, dispense the amount for them, ensuring they take the medication fully
- c) Initial the medication disbursement schedule for that day/dose.
- d) If a camper misses or refuses their prescribed medication, contact the parent/guardian immediately unless they have provided written instructions stating what should be done if a dose is missed or has requested the camper skip a specific medication/dose.

### Recording Medication Administration

The Medication Chart should be given to the Camp Director at the completion of each camp for Young Life Australia records. This will be returned to the Young Life Australia National Resource Hub.

**PLEASE NOTE:** any OTC medication given must be noted on *Appendix 5: Over-the-Counter (OTC) Medication Administration.*

#### **For Work Crew:**

- a) Work Crew can be responsible for their own medication storage and administration unless it has been indicated by their parent / guardian that the Camp Nurse needs to be responsible for their medication.
- b) The Camp Nurse should follow the above procedure (*Medication Collection & Administration*) for any collected medications.

#### **For Adult Guest / Summer Staff Children Under 18:**

Medication administration remains the responsibility of the parent that the young person is attending Summer Camp with.

## Appendix 1: Asthma and Anaphylaxis Specific Guidelines

### Asthma Medication (Treatment Inhalers)

- a) **It is the camper's responsibility for providing their own asthma treatment inhalers.**
- b) Campers attending Young Life Australia Camps, should be able to administer their own asthma inhaler medication.
- c) If camper's need assistance in taking their inhalers, the above procedures for prescription medications should be followed.

### In case of an asthma attack:

- a) Use the camper's prescribed inhaler if available quickly
- b) Unless additional instructions are given by the parents or a nurse/doctor, give 4 puffs of a blue/grey reliever using a spacer if available, wait 4 minutes, and give 4 more puffs if breathing has not returned to normal, then call an ambulance if breathing is still not normal, and continue the 4 puffs every 4 minutes cycle.
- c) Complete incident report, ensuring that parent / guardian is contacted

### Adrenalin Auto-Injectors (eg. Epipen / Anapen)

- a) **It is the camper's responsibility for providing their own Adrenalin Auto-Injector.**
- b) It is the Camp Nurse's responsibility to notify the camper's Cabin Leader of any anaphylaxis triggers and ensuring the Cabin Leader is aware of campers Adrenalin Auto-Injector.
- c) The adrenalin auto-injector should be kept with/near the camper (e.g. on their person, with a leader, or in a known, close and accessible location) at all times.
- d) If a second auto-injector has been provided, this should be stored in an unlocked (24hrs) location out of reach of children but accessible and known to adults / leaders.
- e) At the start of camp, the Camp Nurse and the campers Cabin Leader should familiarise themselves with the use of the type of auto-injector required by the camper.

### In case of anaphylaxis:

- a) Use the camper's auto-injector quickly
- b) Call an Ambulance on 000
- c) Complete incident report, ensuring that parent / guardian is contacted

## Appendix 2: Administration of Over the Counter (OTC) Medications

Medication Type and common brands	Medication Purpose	Medication Provided in YLA first aid kit?	Permission to dispense medication required?	Can responsible campers hold on to / keep and self-dispense medication?
Paracetamol e.g. Panadol, Panamax, Hedanol	Pain or fever relief	Yes	Asked for in registration process, check camper records before administering.	Small amounts only - unless records state not permitted to take it.
Asthma reliever inhalers e.g Salbutamol (Ventolin), Terbutaline ( Bricanyl)	Open up the airways to improve ease of breathing	No	Check camper records, however dispense immediately in event of an Asthma attack.	Yes
Non-steroidal anti-inflammatory Medications Eg. Ibuprofen (Nurofen), Diclofenac (Voltaren)	Reduce inflammation and the pain associated with it (e.g. muscular, menstrual and joint pain), reduces fever	Yes – limited amounts	Unless specifically named in camper records, written or verbal permission must be gained prior to administration of medication.	Small amounts only if provided by parent / guardian and permission is given, and only if other campers in their cabin do not have stated allergies / reactions to the medication.
Cold and flu medications and decongestants e.g. Codral, Cough mixture	Reduce fever, cold and flu symptoms	No		
Antihistamine e.g. Telfast, Zyrtec, Claratyne	Reduce allergy and hay-fever symptoms	Yes – limited amounts		
Gastro-Stop	Relieve diarrhoea symptoms	Yes – limited amounts		
Hydralyte Electrolyte Powder Sachets	Replace electrolytes in instance of heat exhaustion or post-diarrhoea	Yes – limited amounts		

### **Appendix 3: Emergency and Additional Contact Information**

Poisons Information Centre - 13 11 26

NPS Medicines Line – 1300 MEDICINE (633 424)

Health Direct and after hours GP helpline – 1800 022 222

Ambulance – 000 / 112 from mobiles

Mental Health 24hr Line – 1800 011 511

### Appendix 4: Medication Chart

Child Name:

DOB:

Allergies:

Cabin Leader:

Medication Name:

Dosage Amount:

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Time:							
Time:							
Time:							
Time:							

Camp Nurse:

Dates of Camp:

### Appendix 5: Over-the-Counter (OTC) Medication Administration

**PLEASE NOTE:** if parental consent has not been gained prior to camp on camper forms **or work crew <18 years**, verbal consent **must** be gained prior to administering medication. Please indicate in Parental Consent box time of phone call and name of person giving consent.

Date:	Child Name:	DOB:	Parental Consent?	Medication Administered:	Dosage Given:	Time of Dose:	Given By: (Your name)

Dates of Camp:

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