



Position Description

Position Title: Healthcare Provider	Date: June 2018
Salary Grade: Weekly	Division/Department: Pine Summit Camp
Employment Classification: Seasonal	Reporting Status: Program Director/Program Mgr

Mission Statement

The Salvation Army, an international movement, is an evangelical part of the universal Christian church. Its message is based on the Bible. Its ministry is motivated by the love of God. Its mission is to preach the gospel of Jesus Christ and to meet human needs in His name without discrimination.

Position Summary

Responsible for assessment, planning, implementation and evaluation of health care for campers and staff. These responsibilities are performed in accordance with current Standing Orders and within the camp policy and procedures.

Essential Functions

- Provide health care and first aid to meet individual needs of camp staff and campers.
- Follow camps health care policies and procedures.
- Organize, maintain, and utilize adequate resources for serving the health and medical needs of the campers and staff.
- Set up and stock the camp dispensary before the first camp.
- Maintain inventory of all medical supplies and equipment.
- Be aware of and follow all American Camp Association standards relating to health care.
- Maintain accurate and detailed medical records according to state and American Camp Association Standards.
- Ensure staff and camper health examinations are current and on file.
- Prepare and utilize daily medical log for treatment and medications.
- Prepare and record insurance and accident report forms.
- Prepare and distribute first aid kits throughout camp including camp vehicles, kitchen, offices, pool, and activity areas.
- Ensure supplies are well stocked all summer.
- Ensure a staff orientation session is delivered on health care policy and procedures.
- Ensure camp staff and campers know their role related to health care and first aid.
- Ensure orientation is provided that includes standing orders, dispensary hours and procedures, specific camper health and social needs, emergency procedures, staff health assessment of campers, policies on contacting parents, transportation to health facilities out of camp, and risk management procedures.
- Screen all campers and staff within 24 hours of their arrival to camp.
- Verify emergency authorization for each camper and minor staff member.
- Identify any observable evidence of illness or communicable diseases.
- Conduct a health assessment.
- Keep all medications used by campers and staff secured.
- Supervise sanitary conditions of dispensary.
- Observe daily cleanliness in the food service facility and other areas throughout camp.
- Report any health problems or symptoms of illness to the Camp Director.
- Be responsible for contacting parents concerning the status of their child's health by following camp policy and procedures.
- Be knowledgeable of outside health resources.

- Assist with and be involved with the supervision of campers at chapels
- Assist with and be involved with the supervision of campers at during Sunday Services
- Assist cabin leaders in the supervision of campers and participate/lead nightly cabin devotions.
- Assist with and be involved with the supervision of campers at during campfires
- When time permits, away from main responsibilities, be involved with cabin buddy assignment to assist with camper activities.

Working Conditions

Ability to walk, stand, bend, squat, climb, kneel and twist on an intermittent or sometimes continuous basis. Ability to grasp, push, pull objects such as files, file cabinet drawers, and reach overhead. Ability to operate computer, fax and telephone. Ability to lift up to 30 lbs.

Minimum Qualifications	Skills, Knowledge & Abilities
<ul style="list-style-type: none"> • RN or LPN • Must be at least 21 years old. • Current CPR and First Aid • Ability to use effective communication and personal skills • Experience in first aid and emergency management. • Experience in both children and adult illness/injury care. • Education and experience to meet the necessary requirements. • Desire to work with children and young adults. • Community health knowledge. 	<ul style="list-style-type: none"> • Ability to read and follow directions on medication labels, health forms, physician orders, and parent letters. • Maintain written record system. • Ability to quickly get to remote locations on camp property over uneven terrain. • Observe and assess sanitation and safety conditions of the camp. • Ability to communicate with parents, staff, and administration about camper health concerns. • Possess endurance to meet emergency needs.

Employee Signature

Print Name

Date

This position description has been assigned to indicate the general nature and level of work performed by employees in this classification. It is not designated to contain or be interpreted as a comprehensive inventory of all responsibilities and qualifications required of employees assigned to this position.