Camp Trillium Charge Nurse

Part of: The Camp Trillium Health Care Team (Registered Nurses, Health Care Assistant, Executive Director, Director of Programs)

Direct Supervisor: The Camp Trillium Nursing Team
Reporting to: Charge Nurse, Site-Specific Nursing Manager

Job Expectations:

1. Assessments and Treatments
   - Review of health information received from campers, staff and volunteers
   - Coordinate and perform camper assessments
   - Assessment of injuries and illness and provision of treatment to campers, staff and volunteers
   - Response to all major land and water emergencies (mock and actual), and participating in debriefs
   - Provide individualized supportive and therapeutic care

2. Documentation
   - Documentation/recording of training sessions provided to staff/volunteers
   - Treatment records, medication records, visit records, accident reports
   - Ensure all documentation is completed daily

3. Medication Administration
   - Administration of camper medications including oral chemotherapy
   - Administration of over the counter medications
   - Administration of epi-pen or other similar device in the case of anaphylaxis

4. Health and Safety
   - Planning and teaching staff, volunteers and campers priorities of healthy communal living (ex. Handwashing, cleaning, maintaining good health by eating, sleeping drinking etc.).
   - Daily health promotion with staff, volunteers and campers regarding sun safety, healthy sleep habits, healthy eating, and hydration
   - Visits and participation in program areas; monitoring for sun safety, risk, and creating a therapeutic connection
   - Participation in program planning to ensure safe and appropriate activities
   - Participation with Health and Safety Committee
5. Organizational Activities

- Participation in planning, executing and evaluating training
- Preparation and communication of:
  - Kitchen list for food allergies, special diets, birthdays, no more treatment cakes
  - Medical alert/anaphylaxis board updates and training each session
  - Cabin lists to inform staff when campers are required to come to the Body Shop routinely during residential camp
  - Bus list for residential camps

6. Out-Trips

- Accompany camper groups on out-trips as the designated First Aid provider, as well as the designated medication administrator
- Assist out-tripper with overall supervision and promotion of healthy behaviours
- Designate and provide instructions to first aid provider when a nurse is not attending trip, including preparing and collecting: routine camper meds, first aid kit, documentation.

7. Other Body Shop Responsibilities

- Participate in the daily operations (cleaning, laundry, inventory, general camp cleanliness and safety inspections, on-call rotations, supply shopping).
- Coordinating any off site medical needs, ex. trip to the emergency room, walk in clinics etc.
- Contact the appropriate oncology centre when a patient requires specialized medical attention
- Sharing on-call rotations
- Maintain first aid kits, and daily medical equipment checking
- Participate in creating and maintaining a calm and relaxing Body Shop environment, including triaging campers
- Participate in Body Shop and all camp evaluations
- Recording of various summer statistics
- Daily communication to the Body Shop Team
- Open communication with the Camp Director and site-specific Nursing Manager

8. As well as the above, the Charge Nurse will abide by the staff code of conduct, and maintain camper/staff confidentiality

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