



Camp Trillium Charge Nurse

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

Direct Supervisor: Nursing Manager

Reporting to: Charge Nurse, 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
- Appropriate documentation in camper and staff treatment records, medication records, visit records, and 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 rapport
- 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 and bus list for Kids 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 Nursing Manager

8. As well as the above, the Charge Nurse will abide by the staff code of conduct, and maintain camper/staff confidentiality. The Charge Nurse will also practice within their scope deemed by the College of Nurses of Ontario