

# Rollins College Summer Day Camp Policies

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## Medication

For minor illnesses, our Program Staff can administer medication. Please see Camp Base for Medication Authorization forms. The Department of Children & Families' rules, as well as Rollins College Summer Day Camp's recommendations concerning these rules, are stated below.

### Florida Department of Children & Families Rules

"Child care facilities are not required to give medication, however, if they choose to do so, the following shall apply:

- Prescription and non-prescription medicine brought to the child care facility by the custodial parent or legal guardian must be in the original container. Prescription medication must have a label stating the name of the physician, child's name, name of the medication, and medication directions. All prescription and non-prescription medication shall be dispensed according to written directions on the prescription label or printed manufacturer's label.
- All medicines must have child resistant caps.
- Medication which has expired or is no longer being administered shall be returned to the custodial parent or legal guardian.
- A written record documenting the child's name, the name of the medication, date, time and amount of dosage to be given, and signature of the custodial parent or legal guardian shall be maintained by the facility. This record shall be initialed or signed by the facility personnel who gave the medication."

### Rollins College Summer Day Camp's Recommendations

- Please bring a doctor's note if you would like us to administer a dosage that is different than what is specified on the container and/or if the container says "do not administer without physician's approval" (or similar wording). If the container states to "consult a physician if symptoms persist for more than 7 days" (or similar wording), please bring a doctor's note that gives permission to continue administering the medication.
- Please do not leave any medicine with the Rollins College Summer Day Camp unless we have a current Medication Authorization form. Medication Authorization forms are valid only for the current camp year.
- Please indicate the time that the medication needs to be administered. We cannot administer medicine "as needed".

### In the Event of a Medical Emergency

If your child has a minor accident, the staff will take such actions to comfort your child (for example, cleaning a wound, applying a bandage, etc.). You will receive an Incident Report for any injuries, which will outline the steps that were taken.

If your child has an accident that results in an injury that requires professional medical treatment (for example large bumps, head injuries, uncontrollable nose bleeds, cuts that may require stitches, or possible fractures), the parent, guardian, or parentally-designated emergency contact person will be called. You will receive an Incident Report for any injuries, which will outline the steps that were taken.

In obvious emergency situations, emergency services will be called.