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**MEDICATION POLICY**  
**PRESCRIPTION AND NON-PRESCRIPTION PRODUCTS**

**MEDICATIONS WILL ONLY BE ADMINISTERED BY TRAINED MEDICAL STAFF**

- Medication Administration General Guidance:
  - Please provide **UNEXPIRED** products **ONLY**.
  - Provide all prescription medications (i.e. inhalers) in the **original packaging with the pharmacy label attached**.
  - Provide all Over-the-Counter (OTC) medications in the **original packaging and/or container** (i.e. ibuprofen (Advil/Motrin), acetaminophen (Tylenol), diphenhydramine (Benadryl), antacids (TUMS), etc.); sunscreen and insect repellent is not considered an OTC medication.
- Prescription and OTC Medication Administration Requirements:
  - In order for the Camp Nurses to administer prescription and OTC medications, a **Medication Administration Authorization Form** for Youth Camps in Maryland (from the Department of Health & Mental Hygiene) must be completed.
    - *Part I - Prescriber's Authorization:* All sections need to be completed by the **Health Care Provider (HCP)/Prescriber**.
    - *Part II – Parent/Guardian Authorization:* All sections need to be completed by the **parent/guardian** with proper information and signature.
    - *Part III – Authorization for Self-Administration/Self-Carry:* All sections need to be completed and signed by **HCP/Prescriber AND parent/guardian** if camper is able to self-carry their medications (self-administration medications, mostly for emergency medications like inhalers or EpiPen's).
- Severe Allergy Medication Administration Requirements (Food Allergies, Insect Sting Allergies, etc.):
  - For any camper with a severe allergy requiring emergency medication administration (i.e. EpiPen) an **Allergy and Anaphylaxis Emergency Plan Form** must be completed.
    - All sections of Page 1 need to be completed by the **HCP/Prescriber** as well as signed by the **HCP/Prescriber**.
    - Page 1 also needs to be signed by the **parent/guardian**.
    - Page 2 needs to be completed by the **parent/guardian**.

**NO EXCEPTIONS**

**Camper requiring auto injectable Epinephrine (i.e. EpiPen, Auvi-Q) MUST have their completed forms and medication checked into the Camp Health Room to attend camp. The camper may not attend camp without these requirements – the camper will be sent home.**

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- Medication Storage and Administration:
    - **Emergency medications** (i.e. EpiPen, inhaler) travel with the camp counselor responsible for your child. All emergency medications are stored in a secure location at the end of the day. In case of an emergency, the medication will be given first and then the Health Staff is called.
    - **OT medications, routine medications, and diabetic supplies** are stored in a locked cabinet in the Camp Health Room located in the Manor House.
      - The camper comes to the Camp Health Room when medication is to be administered.
      - The camper comes to the Camp Health Room when diabetic monitoring/correction is needed.
  - Medication Drop-Off/Check-In with Camp Medical Staff:
    - All medications must be dropped-off by the parent/guardian and checked-in at the Camp Health Room located in the Manor House.
    - **A signature is required by the parent/guardian** when checking-in medications.
    - Self-carry medications still need to be checked-in by the parent/guardian.
    - Again, all medications (prescription and OTC) **must be in their original container/package**.
    - Medications must be checked-in **by the first day the camper attends**. **Early medication drop-off/check-in is available** prior to the start of camp. Please contact the Manor House Health Room for hours and Camp Nurse availability (410-531-7327).
  - Medication Pick-Up:

Who: All medications must be **picked up and signed out by a parent/guardian**.

When: **Every Friday at the end of the day** medications are available for pick-up. Please pick-up your camper from carpool, park your vehicle, and walk to the check-out table in front of the Manor House to get the camper's medications.

Where: Manor House

**If you are picking medications up on a day other than Friday, please make arrangements with the Health Staff (Manor House Health Room, 410-531-7327).**

**MEDICATIONS NOT PICKED UP BY 4PM ON THE LAST DAY OF CAMP WILL BE DISCARDED**