

Procedures for Medical Treatment at 4-H Camp

The University of Tennessee Office of Risk Management will no longer be providing the group accident coverage effective January 1, 2014. According to the 2014 Affordable Care Act, everyone should have access to their own insurance and should be responsible for bills arising from any injuries or illnesses while attending a 4-H event. The following statement is on the revised 600A Form: *"I recognize that the event does not provide sickness or accident insurance coverage for participants; and, I accept responsibility for payments of medical costs incurred for injuries or illnesses."* The University of Tennessee Office of Risk Management still requires that Report of Occurrence be completed whenever there is an injury or incident at camp.

First Stop Urgent Care 8:00 a.m. – 7:00 p.m.

931-380-4114 Medical Center Drive—turn left onto Lion Parkway, turn right onto James Campbell Blvd., turn left onto Trotwood Ave. at first traffic light, it will be located on the 2nd left just past the main entrance to Maury Regional Hospital. You may want to call ahead to verify what insurance they will/not accept.

Right Care Walk-in Clinic 11:00 a.m. – 11:00 p.m.

931-840-8525 Located in Wal-Mart parking lot—turn left onto Lion Parkway, turn right onto James Campbell Blvd., Go to the 6th red light (from camp you will travel approx. 1.5 miles) and turn left. The clinic is on the right in Wal-Mart parking lot beside Sun Tan City. You may want to call ahead to verify what insurance they will/not accept.

Maury Regional Hospital Emergency Room

1224 Trotwood Avenue—turn left onto Lion Parkway, turn right onto James Campbell Blvd., Emergency Room Entrance is on left just after going over railroad overpass
931-381-1111

Walgreen Pharmacy 24 hours

1202 James Campbell Blvd.—turn left onto Lion Parkway, turn right onto James Campbell Blvd. Walgreens is in the Campbell Plaza Shopping Center, on left just past Arbys and KFC. It is in the Kroger parking lot. 931-380-0121

Procedure for taking campers to doctor or hospital

Any child transported for medical care will be accompanied by an Extension Agent/Program Assistant and a volunteer leader, who may be either an adult or teen leader. Take the camper's Form 600A so the medical facility will have parent/guardian insurance information and camper's current health information.

If a child must have a prescription filled while at camp, you must notify the parent/guardian first as to whether or not they want it filled during camp or wait until they return home. Please note, if the parent/guardian asks you to fill the prescription, you will have to do so out of your pocket. You will have to trust that the parent/guardian will reimburse you when you return home. **The Ridley 4-H Center will no longer be able to reimburse Extension agents for prescriptions.**

Things to do after returning from Doctor or Hospital

Complete the Visit to Doctor/Hospital Form in the log book located in the First Aid Room. This is a different form from the First Aid log book. The form is located in a separate notebook. This is the responsibility of the agent who actually takes the camper to the doctor/hospital. Be sure that you sign your entry, so if we have questions, we will know who to contact. **Complete a Report of Occurrence form for all injuries.** As soon as possible after the return from doctor/hospital, bring the Report of Occurrence and 600A to the Camp Office. The camp office will immediately communicate to Risk Management that an injury has occurred and transmit the forms to them electronically. *Again, please note, all medical bills will be sent to the parents/guardian by the medical provider/pharmacy, not UT.

Injuries/Incidents

Injuries that warrant a hospital/doctor visit—Extension agent must complete a Report of Occurrence Form

Incidents—Extension agent must complete a Report of Occurrence Form; for example: fighting, stealing, turning an ankle but doesn't go to the doctor, etc. If you are not sure that a Report of Occurrence needs to be completed for an incident/injury, please consult with the Co-directors and/or 4-H Center Manager

First Aid

All medications and first aid will be administered in the First Aid Room by the camp nurse during business hours (8:00-5:00). In the absence of the camp nurse, medications and first aid will be administered by an agent who has a current Red Cross First Aid certification. The first aid room will be locked at all times. The key will be in the possession of the designated health care provider. No camper is to be left in the first aid room unattended. If situations arise that need more than first aid, the parent will be consulted, if possible, to discuss the course of action for the child.

1. **The agent or leader must complete the First Aid Log Book every time first aid or medication is administered.** The First Aid Log Book is located in the first aid room. There is a separate Log Book for campers and for staff (camp staff, agents, teen and adult volunteer leaders).
2. Complete UTIA Report of Occurrence Form (available in first aid room and camp office) only for serious injury or property damage (not illness). This should be done at the discretion of the camp directors.
3. All Report of Occurrence Forms and prescriptions should be turned in to the camp office as soon as possible after injury occurs. These logs are kept on file in the camp office.
4. Each county should pick up their 600A Forms from the camp nurse and take with them on the bus home. One copy of the 600A form should be turned in to the camp office upon arrival on Monday to be kept on file.