



FROST VALLEY YMCA Nursing Services Agreement

Date of Attendance

School Name

Trip Leader Name

Leader Phone

Leader Email

All schools using Frost Valley Nursing Services will be required to speak with a Wellness Center staff member two months before and a week before the school attends the trip to discuss any medical needs and to better understand the Wellness Center functions.

NURSING SERVICE PACKAGES:

***Package A:** The school will have access to the Infirmary for students to rest, quarantine, or isolate. Frost Valley nurses will assist with both basic and emergency First Aid. Medication administration will be handled by the school staff.

***Package B:** The school will have access to the Infirmary for students to rest, quarantine or isolate. Frost Valley nurses will assist with both basic and emergency First Aid. A Frost Valley Nurse will process medical forms upon arrival and administer medications to your students. Frost Valley will assist in the calling of emergency services should the need arise.

***A staff member certified in first aid will be available 24 hours a day for both packages.**

Medical Liaison:

- The school will designate someone on the trip as the Medical Liaison. The Liaison will be the main point of contact between the school and Nursing Services. This designated Liaison may also serve as the First Aid person/Nurse that goes on trip.

Health Forms:

- The medical forms, Student Health History Form, and Over-The-Counter Medication Form must be completed for each student before they can attend the trip.
- All medical forms must be alphabetized and in a binder labeled with your school's name.
- Any students with special medical needs or medication concerns are **REQUIRED** to come up to the Wellness Center upon arrival to be introduced to Nursing Services Staff.
- Your forms must be turned in promptly upon arrival to camp. The forms will be processed by 3 pm. The school appointed liaison will stop by the Wellness Center at this time to be informed of any concerns and to receive your medication schedules.

Medications:

- Per NYS Law it is **REQUIRED** that all medications have the proper paperwork and containers for a nurse to administer medications to a child.
- All medications that the students have should be turned in and received by Wellness Center Staff (excluding self-carry inhalers and EpiPens)
- NYS law requires that all medications come:
 - In the original labeled container
 - Have correct and current doctor's orders
- Any medications that do not come in the correct manner **WILL NOT** be administered by Nursing Services Staff.
- Any medications that do not follow NYS law must be self-administered by the student under the school's guidance (i.e., medical liaison, or lead teacher).
- **IF more than four students have issues with their medications. Medications for the school will not be administered for any students and the Nursing Services request will be denied.**

Medical Release:

- The school takes full responsibility for the completion of the necessary paperwork and for the welfare and safety of their staff and students during the school field trip.

I _____ on behalf of _____ (school/organization) agree to the following terms regarding medical treatment and care for students/youth while they attend Frost Valley YMCA during the dates noted above.

Trip Leader/ Medical Liaison Signature

Date