

Troop 407 Medication Policy and Procedure

This Medication Policy and Procedure has been put in place for the safety of all of our scouts and adults. Following the procedures detailed below will help assure that scouts and adults who need to take medication while on Troop 407 campouts and overnights get the proper medications and that no one will get someone else's medication.

All Medications, prescription and non-prescription, that are sent with a scout or adult for a campout or overnight activity with Troop 407 must be in the original container and must be listed on the Medication Form. Each scout or adult must have his or her medications together in a Ziploc bag clearly marked with the scout or adults name. Medications and Medication Forms will be held by the Medication Coordinator for the duration of the campout or overnight activity. Medications that must be held by the scout or adult for medical reasons such as Asthma Inhalers, Nitroglycerin, and Epi Pens , must be listed on the Medication Form that is in the Medication Container and the required medication can then be carried by the individual. All adult medications and Medication Forms will be returned to the adult at the end of the campout; all scout medications and Medication Forms will be returned to the driver who is driving the scout home at the end of the campout and given to the parents upon return home.

Medications will be stored in a designated locked container. Medication Forms will be kept in the Ziploc bag with the medications. This container will be locked unless the adult Medication Coordinator is at the container.

A Medication Coordinator will be designated for all campouts and overnight activities by the Trip Coordinator. This Medication Coordinator will be an adult other than those in charge of the trip. It is the responsibility of the Medication Coordinator to be familiar with this policy and procedure prior to the campout or overnight activity for which they are the Medication Coordinator. The Medication Coordinator will hand the bag of medications to the scout or adult when asked and collect it from the scout or adult after he/she has taken the medication. The scout or adult will not hold his/her own medications for an extended period of time.

It is the parents' responsibility to complete the Medication Form for each campout and to give the Medication and Medication Form to the Medication Coordinator for the campout or overnight activity. It is the responsibility of the scout or adult who needs the medication to get their medication Ziploc from the Medication Coordinator when it is needed. If the scout is not able to handle the administration of their own medication, it is the responsibility of the scout's parent or their designee to administer the medication. It is not the responsibility of the Medication coordinator to administer anyone's medication. It is the parent's responsibility to determine if their scout is able to handle administering his/her own medication or if the scout needs assistance from an adult. If the scout needs assistance from an adult, it is the responsibility of the parent to arrange with another adult to take on this responsibility. If the scout has special medical concerns or conditions, it is the parents' responsibility to make the Medication Coordinator, the Scout Master, Assistant Scout Masters, and any other adults aware of the issue, as deemed appropriate based on the medical concern or condition.