



TERMS FOR TRANSMISSION OF MEDICAL INFORMATIONS (MANDATORY)

1. Management and communication of medical information.

- 1.1. During registration of the camper, the parents or guardians must complete all sections of the health information form accurately.
- 1.2. The Centre Plein Air Fatima is responsible for the management of medical information.
 - 1.2.1. When the parent or guardian completes the medical form on the internet, it is automatically linked to the customer file and can then be accessed in real time via the database. Information is entered directly by the parent and is not processed by a third party.
 - 1.2.2. When the parent or guardian registers by means other than the Internet, the responsibility for transmitting data to the database belongs to Centre Plein Air Fatima.
- 1.3. The Centre Plein Air Fatima is responsible for ensuring that medical information is included on the attendance lists.
- 1.4. The Coordinator of Centre Plein Air Fatima day camp is responsible for transmitting the records of attendance to the monitors and ensure that they assimilate and understand the medical information recorded on the attendance lists.
- 1.5. The monitor is responsible for the proper understanding of medical information on the attendance lists, if he has questions, it is his duty to clarify this information.
- 1.6. ***The parent or guardian has the responsibility to supply the camp with any new medical information between the date the health record has been completed and the date of arrival at camp of the camper.***

2. People who transmit specific medical information.

- 2.1. During registration: the Centre Plein Air Fatima is responsible for data collection.

Any new medical information must be provided on arrival at the camp via the coordinator of the camp, by completing the new medical information and medications form.

 - 2.1.1. It will notify the monitors concerned by adding handwritten information to existing attendance lists.
 - 2.1.2. Subsequently, the coordinator will be responsible for transmitting information to Centre Plein Air Fatima so that this new information is added to the database.

3. List of medical information to be supplied

- 3.1. Allergies and intolerances.
- 3.2. Other relevant information concerning the health or behavior of the camper.
- 3.3. Information on the level of swimming ability.
- 3.4. Authorization to act in case of an emergency.
- 3.5. Authorization to administer medications without a prescription.
- 3.6. Medicare card number.
- 3.7. Date of last tetanus shot.





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4. Medication Administration

If the camper takes medication during camp or respite program hours, in order to comply with the new requirements of the **National Care Rule for Community Organizations and Respite Centers (Bill 90)**, you must adhere to the following:

Required Documents (as applicable to the camper under your responsibility)

- **Contact your pharmacy to obtain the Medication Administration Record (MAR).**
- **Provide the MAR to the day camp upon arrival on Monday of each week.**
- **Provide a new MAR whenever there is a change in medication.**

Medications (as applicable to the camper under your responsibility)

- Provide the medication in blister pack (Dispill) format whenever possible.
- Provide the required medication for the day or for the week.
- Ensure that each medication (Dispill or non-Dispill) has a pharmacy label that clearly identifies the child, the medication name, dosage, route of administration, time of administration, and expiration date.
- Ensure that the pharmacy labels include clear instructions for the use of the medication.

