

## Idyllwild Arts Summer Program Medication Policy and Procedures

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The Idyllwild Arts Health Center oversees your child's medical needs. Our staff is composed of Registered Nurses, Licensed Vocational Nurses and Health Technicians. We cover the camp 24/7. Our office is open from 7am-11pm every day. There's always a nurse on call after hours. Every year, 20% of students take over the counter (OTC) and prescribed medications to maintain health or treat chronic conditions. We respect each of our student's health needs and health-related practices, and we support the continuity of these health practices while they are attending Summer Program. To ensure your child's safety, we developed a comprehensive medical policy and procedures. Please read carefully and follow these instructions before arriving at Idyllwild Arts.

### **Medication Policy**

This policy applies to ALL types of medications that include prescription drugs, over-the-counter medicines, supplements, vitamins, homeopathic remedies, aerosols, inhalers, and injectable.

- All medications must be registered in your CampInTouch (See Health History Form) one month before the registration day.
- All medications are required to be individually packaged before we can dispense to your child. Please see detailed information below for **IDYLLWILD PHARMACY Pre-Packaged Medications** information.
- During registration, medications must be checked-in, in their original containers correctly labeled with your child's information. Any medication not from its original containers such as pill boxes and non-English labeled bottles are **NOT** acceptable. *All medications received during registration day will be forwarded to Idyllwild Pharmacy for packaging and a \$50 packaging fee will be added.*
- All medications will be distributed at the Dining Hall during meal times. Students who miss medication distribution during meal times can pick up their medicine at the health center office.
- Remaining medications must be picked up on the last day of your Summer Program by the parents or guardians, or it will be appropriately disposed. **We cannot mail or ship medications after your child has left the camp.**
- Nursing staff will assess all medications that need to remain with students for self-administration such as inhalers, Epipens, and Birth Control Pills.
- Medications prescribed for anaphylaxis, diabetes, seizures, and asthma must have a current Action Plan completed in your CampInTouch account (see Health Forms).
- **Leave all over-the-counter (OTC) medications at home-** The Idyllwild Arts Health Center maintains a large stock of OTCs available for your child if needed. Students are not allowed to keep in their possession any prescription or over-the-counter medications. Confiscated medications could lead to disciplinary actions and/or \$50 repackaging fee. (EXEMPTION: if your child takes an OTC routinely or daily, then, it needs to be listed in the Health History Form and will be sent to the Idyllwild Pharmacy for packaging

## IDYLLWILD PHARMACY

### Pre-Package Medications for Summer Program Students

Dear Parents,

The Idyllwild Summer Program requires all routine medications needed by students to be packaged through Idyllwild Pharmacy before we can dispense medications. Medicine in a pill form, including vitamins and supplements, will be individually packaged, sealed and sorted according to day and time of administration. Each packet will be labeled with your child's name, medicine, dosage, date, and time to be given. Idyllwild Pharmacy will package all medicine in 14-day increments, or however long the length of your child's stay. Our system ensures each student's safety by following the five rules in medication administration: to the right student, right medication, right dose, right route and right time.

#### WHAT YOU NEED TO DO

- Register medications on the Health History form in your CampInTouch account and complete the Parent Authorization form your medical and RX insurance card). For medication copays, arrange a payment directly to Idyllwild Pharmacy if applicable.
- Obtain prescriptions for any prescribed or over-the-counter medications from your child's physician. You have three options to choose below:  
(Cost for packaging fee is per two-week session, regardless of how many doses or dose times per day your student needs per day.)
- **Option 1:** You may transfer the child's prescription to Idyllwild Pharmacy. Your child's doctor can call in prescriptions directly to Idyllwild Pharmacy. Please ask to speak to Barry (pharmacist) or Olive (pharmacy technician) :  
Phone: 951-659-2135  
Fax: 951-659-2226  
Email: idyllwildpharmacy@verizon.net  
**For Controlled Substance only**, obtain a handwritten prescription and mail to:  
*Idyllwild Arts*  
*Attention: Health Center*  
*PO Box 38*  
*Idyllwild, CA 92549*  
*Idyllwild Pharmacy Medication Packaging Fee: \$25*  
*Inform the pharmacy that your student will be at Idyllwild Arts Summer Program and include the dates your student will be on campus.*
- **Option 2:** If you prefer to supply your child's medication or supplements, **you must send it two weeks before the arrival** of your child so that the Idyllwild Pharmacy can repackage it. (Medications arriving after that date will incur a \$15 Late Handling fee).  
Mail medications to:  
*Idyllwild Arts*  
*Attention: Health Center*  
*PO Box 38*  
*Idyllwild, CA 92549*

Or if commercial address needed:

*Idyllwild Arts  
Attention: Health Center  
52500 Temecula Road  
Idyllwild, CA 92549*

- All medications must be sent with the original bottles labeled with your child's name, medication, and instruction. Vitamins or supplements must be in original bottles and with instructions on the amount and time of the day your child takes. Medications or supplements that are placed in pill boxes or not in an original container are NOT accepted.
- **MEDICATION PACKAGING FEES** (Excluding medication copays) will be billed to your CampInTouch account.  
Medication Packaging Fee: \$30
- **Option 3:** Options 1 and 2 are more economical, but if you choose to bring medications (including OTC meds such as vitamins and supplements) on Registration Day, you will incur a \$50 Rush Packaging fee.
- At registration, you will need to join the Nurse/Medications Line. Be prepared with all of your child's medications; medications must be in original package with original labeling in English.
- **MEDICATION PACKAGING FEES** (Excluding medication copays) will be billed to your CampInTouch account.

Medication Packaging Fee: \$50 (Remember, you save money if you choose another option!)

- **INSURANCE/PRESCRIPTION:** Idyllwild Pharmacy accepts most insurance plans. They will verify your insurance and bill your insurance provider for prescription drugs. You will be responsible for any co-payments and deductibles and the cost of drugs not covered by your plan.
- **MEDICATIONS NOT COVERED BY INSURANCE:** Arrange a payment directly to Idyllwild Pharmacy if applicable.

Please see the following FAQ sheet.

Sincerely,  
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