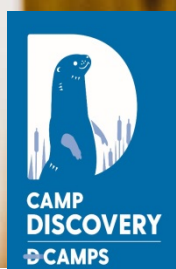


# D-CAMPS

## 2018 D-CAMPS ONTARIO VOLUNTEER MEDICAL HIRING HANDBOOK



**DIABETES  
CANADA**

## **APPLICANTS TO ONTARIO D-CAMPS**

At D-Camps, children enjoy an authentic camp experience while having all of their diabetes needs met by a team of skilled medical professionals. For fun and skill building, our awesome program team leads the way!

Our medical staff includes physicians, nurses, dietitians as well as health-care students, residents and interns. Together, they form a support network to help campers manage their diabetes more independently. If you or your colleague is interested in working as part of our D-Camps medical team, we'd love to hear from you!

Volunteer medical staff will be positive role models that are committed to ensuring safe and enjoyable experiences that reflect the mission and core values of Diabetes Canada's National Camping Program.

## **DIABETES CANADA VISION AND MISSION STATEMENT**

Vision - A world free of the effects of diabetes.

Mission - To lead the fight against diabetes by:

- Helping those affected by diabetes to live healthy lives.
- Preventing onset and consequences of diabetes.
- Discovering a cure.

## **THE GOALS OF D-CAMPS**

Diabetes Canada camps and youth programs are aimed at children and youth affected by type 1 diabetes. These overnight programs emphasize participation in camp activities and provide an opportunity for diabetes education. Camp also helps youth to gain independence and self-discipline in managing their diabetes. The goals of Diabetes Canada camps are:

- Teach independent, self-management of diabetes
- Nurture friendships
- Improve self-esteem
- Provide a safe, fun and educational camp experience

## **OUR CAMP PROGRAM HISTORY**

Inspiring Independence Together – since 1953

Diabetes Canada's camping tradition began in 1953 with the opening of Camp Banting in Eastern Ontario. Since then, our camping program has grown extensively, and the Association now

operates 12 overnight camps across Canada. Since the beginning, the focus of our camps has been to provide children living with type 1 diabetes with opportunities to enjoy an authentic camp experience while having all of their diabetes needs monitored by a dedicated team of trained medical professionals.

## CAMP DISCOVERY

Operated by Diabetes Canada, Camp Discovery serves southwestern Ontario and is currently operated at Easter Seals Camp Woodeden just outside of London.

Since its inception, Camp Discovery has been a leading overnight camp for children and youth ages 7-15 living with type 1 diabetes. New to 2018, Camp Discovery now offers two one-week camping sessions each summer. Camp Discovery supports campers in the development of strong diabetes self-management skills while allowing these campers to pursue other traditional camping activities, including but not limited to: waterfront activities, arts & crafts, sports, and adventure activities such as a low ropes course.

## CAMP HURONDA

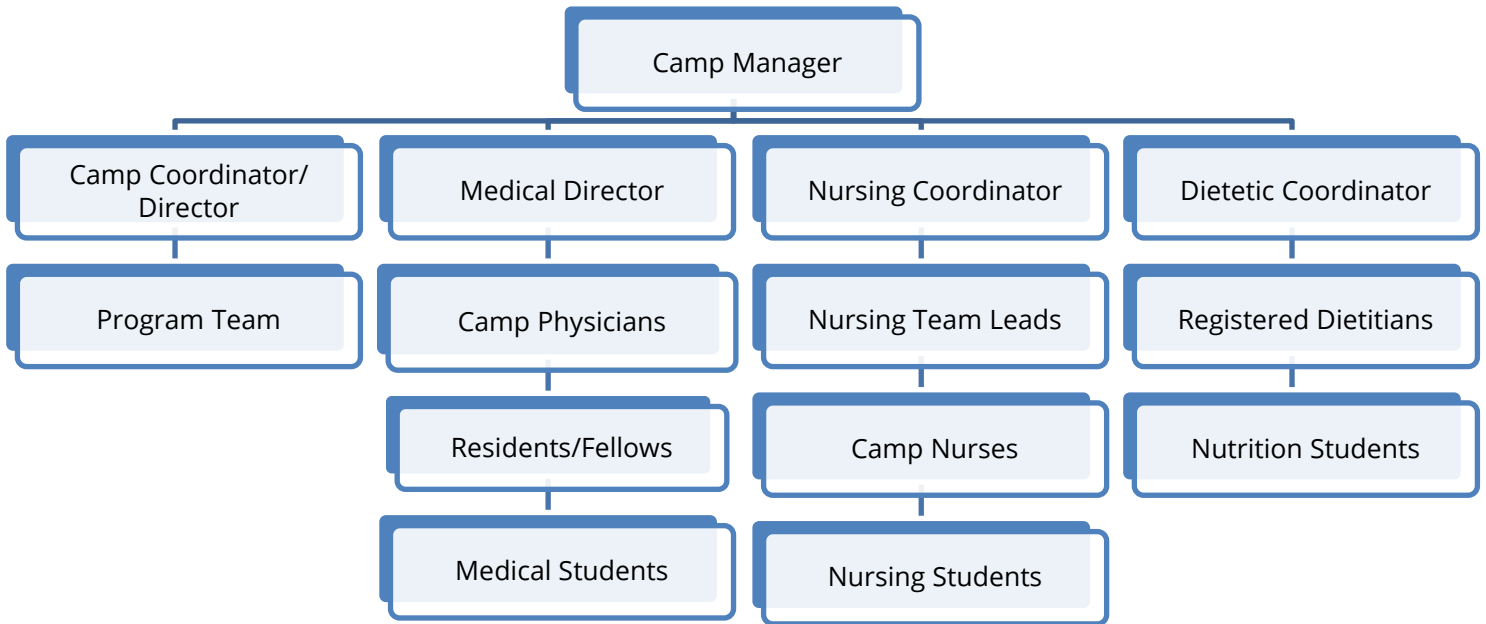
Diabetes Canada has operated Camp Huronda continuously since 1964. For seven years, Camp Huronda rented space at Camp Beausoliel and Camp Couchiching prior to finding a permanent home in 1971 on Lake Waseosa at the previous site of Camp Waseosa.

Since its inception, Camp Huronda has been a leading overnight camp for children and youth ages 7-16 living with type 1 diabetes. Camp Huronda offers one and two-week camping sessions, out-trips, Leadership Development Programs and two Family Camps. Camp Huronda supports campers in the development of strong diabetes self-management skills while allowing these campers to pursue other traditional camping activities, including but not limited to: waterfront activities, arts, drama, sports, adventure activities such as low and high ropes course, climbing, mountain biking, and out-tripping to name a few.

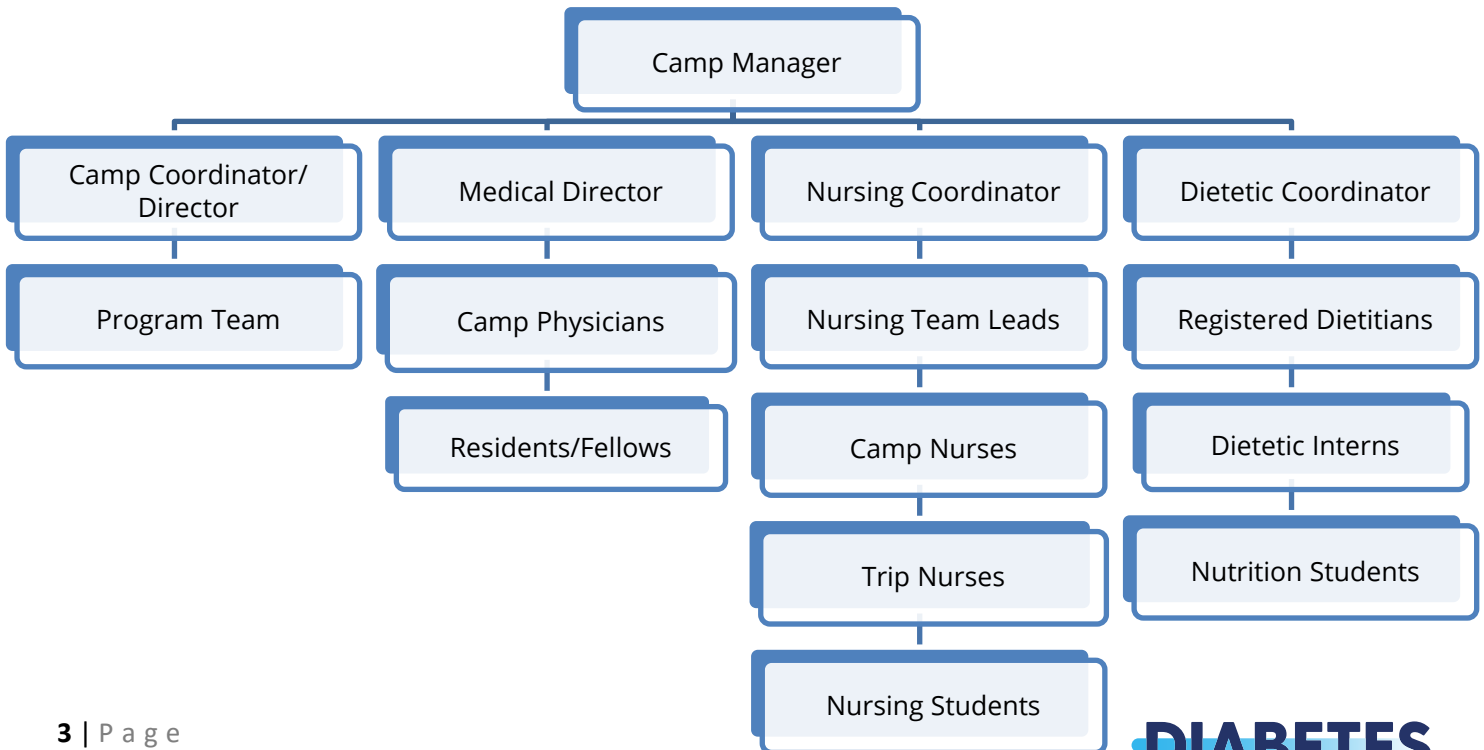
We are proud to work within the guidelines of the following organizations:



## CAMP DISCOVERY ORGANIZATIONAL CHART



## CAMP HURONDA ORGANIZATIONAL CHART



## HEALTH TEAM CONTRACT DATES

Below is a complete listing of Health Team Contract Dates. Staff are able to work multiple contracts during the summer. These contract dates are firm.

One week contracts are available for Camp Huronda on a case by case basis.

Program	Start Date	End Date	Staff Needed	
Spring Family Camp	June 15th, 2018	June 17th, 2018	Dietitians, Nurses	
Spring Family Camp	June 22nd, 2018	June 24th, 2018	Dietitians, Nurses	
Summer Family Camp	August 27th, 2018	August 30th, 2018	Dietitians, Nurses	
Huronda Winter Family Camp (Gravenhurst, Ontario)	March 2nd, 2018	March 4th, 2018	Dietitians, Nurses	
Huronda Fall Family Camp	Sept 7th, 2018	Sept 9th, 2018	Dietitians, Nurses	
Camp Discovery - Overnight Camp (London, Ontario)	August 12th, 2018	August 17th, 2018	Nurses, Student Nurses, Dietitians, Dietetic Intern, Nutrition Students	
	August 19th, 2018	August 24th, 2018	Nurses, Student Nurses, Dietitians, Dietetic Intern, Nutrition Students	
Camp Huronda - Overnight Camp (Huntsville, Ontario)	July 1st, 2018	July 13th, 2018	Nursing Tem Lead (1) Nurses (8) Nursing Students (6) Trip Nurses (3-4)	Dietitians (2) Dietetic Intern (1), Nutrition Student (1)
	July 15th, 2018	July 27th, 2018	Nursing Tem Lead (1) Nurses (8) Nursing Students (6) Trip Nurses (3-4)	Dietitians (2) Dietetic Intern (1), Nutrition Student (1)
	July 30th, 2018	August 11th 2018	Nursing Tem Lead (1) Nurses (8) Nursing Students (6) Trip Nurses (3-4) Thunder Bay Travel Nurse (1)	Dietitians (2) Dietetic Intern (1), Nutrition Student (1)
	Banting C Session			
	August 13th, 2018	August 25th, 2018	Nursing Tem Lead (1) Nurses (8) Nursing Students (6) Trip Nurses (3-4)	Dietitians (2) Dietetic Intern (1), Nutrition Student (1)

## D-CAMPS CRC-VSS POLICY

**ALL NEW AND RETURNING STAFF** must provide either a CRC or CRC and Vulnerable Sectors Screen according to the National Camping Policy:

Age at time of employment	Requirements
Under 25	You will need to provide a Criminal Record Check dated within 12 months of the date of hire
26 and over	You will need to provide either; <ol style="list-style-type: none"> <li>1. VSS dated within 12 months of the date of hire</li> <li>2. VSS dated within 36 months of the date of hire <u>AND</u> a Criminal Record Check dated within 12 months of hire</li> </ol>

## CHILDREN OF HEALTH TEAM STAFF

- Due to facility constraints, health team staff are unable to bring family members to camp. Exceptions may be made in rare circumstance and are at the sole discretion of the Camp Director/Coordinator.
- Children of health team staff may apply to attend Camp during their guardian’s employment, provided there are extra camper spaces and their attendance does not impact job performance. Children must participate fully in all cabin programming, including sleeping the cabin with the rest of their group. Camp fees for children of health team staff, regardless of diabetes status, is \$50.
- The Camp Director has sole discretion regarding the participation of the children of staff and has the right to fill their spot with a child living with type 1 diabetes up to June 15<sup>th</sup>. Health team staff who wish for their children attend Camp Huronda must contact the Camp Director/Coordinator at the time of their hiring.

## ACCOMMODATIONS AT CAMP

- Due to facility constraints at both sites. Health team members will be assigned shared rooms. Specific requires for accommodation can be made; however, we are restricted by our specific sites.

## 2018 SUMMER EMPLOYMENT OPPORTUNITIES

### **NURSING TEAM LEAD (REGISTERED NURSE OR REGISTERED PRACTICAL NURSE)**

<b>\$850+/week honorarium, accommodation and meals</b>	
<b>Huronda Positions</b>	4 (2 week commitment)
<b>Discovery Positions</b>	2 (1 or 2 week commitment)

Nursing Team Leads have the same expectations and responsibilities as Camp Nurses and are additionally responsible for the scheduling, supervision, evaluation and support of Camp Nurses and Student Nurses. Nursing Team Leads meet daily with physicians, Registered Dietitians and the Camp Director to ensure the health and medical needs of campers and staff are being met and issues are communicated appropriately. While at camp the Nursing Team Lead will communicate frequently with the Nursing Coordinator and Camp Director about any nursing issues and concerns.

**Requirements:** 2+ years of nursing experience at D-Camps, Current CPR 'C' or 'HCP', Membership with the College of Nurses of Ontario, RNAO or RPNAO Membership OR Professional Liability Insurance equivalent to RNAO or RPNAO coverage. Staff who hold Certified Pump Trainer will receive additional compensation.

### **CAMP NURSE (REGISTERED NURSE OR REGISTERED PRACTICAL NURSE)**

<b>\$750+/week honorarium, accommodation and meals</b>	
<b>Huronda Positions</b>	8 per session (4 sessions)
<b>Discovery Positions</b>	4 per session (1 week commitment or 2)

Camp Nurses are responsible for the supervision and support of camper insulin administration, diabetes education for campers and staff, health assessment and nursing care of minor medical/health issues, administering medications as prescribed by physicians and other basic nursing duties. Camp Nurses are expected to appropriately document all camper and staff visit to health centre and ensure that the health centre is appropriately stocked during their shifts. In addition, Camp Nurses will be scheduled to work overnight blood glucose monitoring shifts.

**Requirements:** Current CPR 'C' or 'HCP', Membership with the College of Nurses of Ontario, RNAO or RPNAO Membership OR Professional Liability Insurance equivalent to RNAO or RPNAO coverage. Staff who hold Certified Pump Trainer will receive additional compensation.

### **CANOE TRIP NURSE (RN/RPN) -HURONDA ONLY**

<b>\$750+/week honorarium, accommodation and meals</b>
3 to 4 positions per session

Canoe Trip Nurses are responsible for the supervision and support of camper insulin administration, diabetes education for campers and staff, health assessment and nursing care of minor medical/health issues, administering medications as prescribed by physicians and other basic nursing duties during off-site canoe trips. The Canoe Trip Nurse is the sole medical caregiver on canoe trips ranging in length from 2-6 days and must be able to function in a wilderness environment.

**Requirements:** Membership with the College of Nurses of Ontario, RNAO or RPNAO Membership OR Professional Liability Insurance equivalent to RNAO or RPNAO coverage. Canoe tripping experience preferred Wilderness First Aid certification an asset. Staff who hold Certified Pump Trainer will receive additional compensation.

### **THUNDER BAY TRAVEL NURSE (RN/RPN) - HURONDA ONLY**

<b>\$750+/week honorarium, accommodation and meals</b>
1 position

Thunder Bay Travel Nurses are responsible for the supervision and support of camper traveling between Thunder Bay and Camp Huronda. This includes supervising insulin administration, nursing care of minor medical/health issues, administering medications as prescribed by physicians and other basic nursing duties during travel.

Thunder Bay Travel Nurses will be provided air travel between Toronto and Thunder Bay, hotel accommodations and food during the contract. Nurses may choose to arrange flights to spend additional time in Thunder Bay.

**Requirements:** Membership with the College of Nurses of Ontario, RNAO or RPNAO Membership OR Professional Liability Insurance equivalent to RNAO or RPNAO coverage.



## **STUDENT NURSE**

<b>\$330+/week honorarium, accommodation and meals</b>	
<b>Huronda Positions</b>	5 / 6 per session (2 week min commitment, 1 month and all summer available)
<b>Discovery Positions</b>	3 / 4 per session (1 or 2 week commitments)

Student Nurses are responsible for assisting in the diabetes and general health care of campers and staff, assisting in monitoring blood glucose and ketones for campers, recognizing hypo/hyperglycemia and treating according to D-Camps protocols. Student Nurses must act only under the supervision of a Camp Nurse (RN) and are required to consult with a Camp Nurse (RN) if unsure of a task. In addition, Student Nurses may be scheduled to work overnight blood glucose monitoring shifts.

**Requirements:** Standard First Aid, CPR ‘C’ or ‘HCP’, education in the fields of nursing, medicine, or health related fields an asset

**Huronda Only:** Contracts will be awarded preferentially to student nurses who are currently in their third or fourth year of an Ontario nursing program. Camp Nurses who are unable to obtain certification or membership with the College of Nurses of Ontario prior to contract are able to work as Student Nurses should dates/times of contract allow. Applications from those in pre-medical, first/second year nursing or health sciences fields will be considered on a case-by-case basis.

## **CAMP DIETITIAN (REGISTERED DIETITIAN)**

<b>\$750+/week honorarium, accommodation and meals</b>	
<b>Huronda Positions</b>	2 per session (1 – 2 week commitments available)
<b>Discovery Positions</b>	2 per session (1 – 2 week commitments available)

Registered Dietitians are responsible for ensuring all camper and staff nutrition needs are being met. Registered Dietitians work closely with the kitchen to ensure that food selections and any substitutions to the menu are appropriate, post carbohydrate counts for all meal components, and support campers in learning new diabetes management skills. The Registered Dietitians will also work closely with campers and counsellors to assist in carbohydrate counting, food selections and diabetes education. In addition, Registered Dietitians may be asked to provide guidance, education and supervision of Dietetic Interns. Camp Dietitians are not responsible for the daily management of camper blood glucose control.

**Requirements:** Membership with the College of Dietitians of Ontario, Professional Liability Insurance that meets the requirements for Membership with the College of Dietitians of Ontario

**DIETETIC INTERN (CAMP HURONDA ONLY)**

<b>\$330+/week honorarium, accommodation and meals</b>	<b>1, 2 and 3 week contracts available</b>
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Dietetic Interns are responsible for ensuring all camper and staff nutrition needs are being met. Dietetic Interns will support the Registered Dietitians in working closely with the kitchen to ensure that food selections and any substitutions to the menu are appropriate, posting carbohydrate counts for all meal components, and supporting campers in learning new diabetes management skills. The Dietetic Interns will also work closely with campers and counsellors to assist in carbohydrate counting, food selections and diabetes education.

**Requirements:** Enrolled in an accredited Internship Program with Dietitians of Canada, including integrated internship, stage internship, post degree internship and Masters Program internship.

**NUTRITION STUDENT**

<b>\$330+/week honorarium, accommodation and meals</b>	
<b>Huronda Positions</b>	1 position (Full Summer or One Month Contract)
<b>Discovery Positions</b>	2 per session (1 and 2 week commitments)

Nutrition Students are responsible for ensuring all camper and staff nutrition needs are being met. Nutrition Students will support the Registered Dietitians in working closely with the kitchen to ensure that food selections and any substitutions to the menu are appropriate, posting carbohydrate counts for all meal components, and supporting campers in learning new diabetes management skills. The Nutrition Students will also work closely with campers and counsellors to assist in carbohydrate counting, food selections and diabetes education.

**Requirements:** Enrolled in a post-secondary nutrition program

## MEDICAL TRAINING

### Prior to Camp

All medical volunteers are invited to take part of a mandatory (for Camp Huronda teams) two-day staff training (Both New and Returning Staff). Physicians and other members of the health teams are invited to attend.

Health team staff members are able to attend any of the training dates regardless of their camp of employment. Huronda staff members are required to attend this training.

Training will be take place at Camp Huronda from **June 2<sup>nd</sup> to June 3<sup>rd</sup> 2018.**

A bus will be provided departing from Toronto at 7:30 am on Saturday June 2<sup>nd</sup>. Training will begin at 10:00 am at Camp Huronda. Meals and accommodation will be provided. Training will be complete on Sunday June 3<sup>rd</sup> at 2:30 pm. Bus transportation will depart Huronda at 2:30pm, returning to Toronto. Camp Discovery staff are more than welcome to attend this training.

Topics will include:

- Day-to-day diabetes care
- Pump Training and Site Insertion
- Injection Training
- Continuous Glucose Monitoring Training
- Emergency Preparedness
- Glucagon Lab
- Epi Pen Lab
- Camp 101
- Diabetes 101
- Diabetes Protocols Overnight/Day to Day
- Health and Safety Training

### **Pre-Contract Training**

#### **Camp Huronda:**

All staff will be required to attend training prior to the start of the camp session.

This will start on your contract date at 11:30 am and is the mandatory start time of contracts at Camp Huronda

#### **Camp Discovery:**

All staff will be required to attend training prior to the start of the camp session. All staff will be required to attend training from 11 am to 4 pm on April 11<sup>th</sup>. Regardless of week worked.

## HOW TO APPLY

To apply, visit the Ontario D-Camps Staff hiring section and complete the Ontario D-Camps Health Team application form found [here!](#)

### **All applicants (new and returning staff) must submit the following documents online:**

- Digital copies of all valid certifications as required for the position for which you are applying.
  - Candidates (new or returning) will not be considered for a position without either providing copies of required certification or indicating on their cover letter the date(s) that they will be obtaining required certification.
- A complete form
- 1 reference who is not an employee of Diabetes Canada

### **All new applicants must submit:**

- An updated cover letter and resume
- Digital copies of all valid certifications as required for the position for which you are applying.
  - Candidates (new or returning) will not be considered for a position without either providing copies of required certification or indicating on their cover letter the date(s) that they will be obtaining required certification.
- A complete form
- 2 references

## APPLICATION DEADLINE

- January 5<sup>th</sup>, 2018 to be considered for the Initial Round of Hiring (To secure session date and time preference)
- Medical Staff Hiring will then be ONGOING. Application submitted after these deadlines may be considered for employment following the initial rounds.

Questions regarding the application process can be directed to:

Camp Huronda and Discovery

Christina Bonner, Manager, Camp Huronda  
(416) 543-8161 or [christina.bonner@diabetes.ca](mailto:christina.bonner@diabetes.ca)