

Medical Management Plan 2020 Hallam Lake & Rock Bottom Ranch

Participants with specific medical needs and conditions must follow the below-described procedures so that ACES may determine if staff and resources can appropriately respond to participant's needs/conditions. This requirement is not intended to be exclusionary. This Medical Management Plan is applicable for all ACES EcoCamp, Middle School Outdoor Adventures, High School Programs and Adult program participants.

Adult participant/parent/legal guardian is required to provide a written medical management plan to ACES for any child or adult requiring specific medical care while participating in an ACES program. The medical management plan must be provided to Phebe Meyers, ACES Community Program Senior Manager (pmeyers@aspennature.org) no less than **14 days prior to the start of the program**. Adult participant/parent/legal guardian and relevant ACES staff will review the plan together (via email, phone or in person) and address questions prior to the program start date. If parent/legal guardian wishes to discuss the medical management plan again on the day of program, the parent/legal guardian must schedule an appointment to start no later than 30 minutes prior to the start of the program.

Participant's Information – needs to be filled out completely

Participant's Name _____ Date of Birth _____
 Medical Condition _____

Emergency Contact Information

Name _____ Relationship to participant: _____
 E-mail Address _____ Phone _____
 Medical Practioner's Name _____ Phone _____

Medical Management Plan – Must include:

1. Details of participant's conditions (condition, symptoms, triggers)
2. Steps to minimize risk or exposure including administering medication
 - a. Location of medication and description of appropriate storage of the medication.
 - i. Example: *Child to have medication in his/her backpack at all times or Child's medication will be stored at Hallam Lake or Rock Bottom Ranch with on-site staff.*
3. Action Plan--step by step actions to be taken, including:
 - a. Instructions for care in event of a medical event
 - b. Directions for self-administration, when relevant
4. A written prescription from the health care practitioner who is licensed to prescribe that includes the name, purpose, prescribed dosage, frequency and length of time between doses.
5. Written authorization from the adult participant/parent/guardian to administer the medication.
6. Confirmation from the health care provider that the child has been instructed and is capable of self-administration of the medication, when relevant.
7. Written statement from the parent/guardian releasing ACES, its employees, board and any associated entities from liability, except in cases of willful and wanton conduct or disregard of the criteria of the medical management plan.
8. Any additional relevant information.

The Medical Management Plan must be updated on an annual basis and/or when medical changes occur to the participant's health or prescribed treatment.