

New York State Nursing Licensure Required

You will need to obtain a New York State Nursing license, if you aren't already licensed there. The forms and instructions can be obtained on the Internet at:

<http://www.op.nysed.gov/nurse.htm>

Basically, you will need to:

1. Complete an application for a New York license
2. Have a form signed by your nursing school
3. Have a form signed by your State Nursing Board. You can easily find your State Nursing Board information from the following internet site:
www.ncsbn.org/regulation/boards_of_nursing_boards_of_nursing_board.asp
4. Take a Child Abuse Recognition and Reporting class over the Internet. This class is accessed through the same Internet site as the application forms and takes about 2 hours to complete.
5. The camp will reimburse your licensing fee. Just bring your receipt with you to camp!

You also need to have a current CPR certification and certification to use an EpiPen. At least one staff member must have Responding to Emergencies (RTE) certification. Both the EpiPen and RTE certifications can be obtained during Orientation at camp.

Infirmiry Assistant

Ideally, the infirmiry assistant should have a healthcare background such as, Medical Assisting, student nurse, EMT, first aid certification, etc. You must also have a current CPR certification.

Salary

Our salaries are competitive with other summer camps. Also, if you have a child wanting to attend Stagedoor, you may be able to work in lieu of tuition. (This option is dependant on whether or not there are camper slots still open. The sooner we know you want to do this, the more opportunity there is to accommodate you.)

Basic Daily Duties

1. There are four scheduled daily clinics: after breakfast, after lunch, after dinner, and after evening rehearsal. Daily meds are handed out, health complaints are assessed and follow up on illness/injury under treatment is done.
2. Illness and injuries are assessed as they occur during the day.
3. Observe and care for campers/staff admitted to the Health Center
4. Maintain documentation of health records.

Daily Schedule

1. All Health Center staff work the regular clinics unless excused by the Health Director. The Health Center is open from 8:30a.m. until 10:30ish p.m
2. Usually, all three nurses work through the morning together. Two to three hour breaks (depending on how the day is!) are alternated starting after lunch. Usually two nurses get breaks during the afternoon and one in the evening. These breaks may be rotated each day unless all staff agree that they want specific break times every day.
3. We try to always have one nurse in the Health Center with a second nurse on walkie-talkie if they are not also in the Health Center.
4. A nurse is on-call every night from the end of evening clinic until morning clinic the next day. This call is rotated.
5. If the infirmary assistant's level of training is sufficient, he/she may be included in the on-call rotation and assist in block assignments.
6. Each staff member gets one 24-hour period off each week.

A final note:

As you make a decision as to if and when you want to join our Stagedoor family, please keep the following dates and requirements in mind:

General orientation for **ALL** Stagedoor staff:

(If you are not working 1st session, the Health Director will orient you. Although, if you live nearby, you should attend.)

1 st Session:	June 13 – July 8
2 nd Session:	July 8 – July 29
3 rd Session:	July 29 – August 20

For sessions 2 and 3, you **must** plan to be at camp no later than 11 a.m. the day before the session starts (a Sunday) and stay until noon the day the session ends (also a Sunday). This allows time for orientation for the opening day and helps to finish up the previous session.

At the end of 3rd session, the camp is cleaned and supplies stored away for the following year. Your contract, unless other arrangements are made with Chris Armbrister, state that you stay until the Monday after Session 3 ends. If you must leave earlier, please plan to stay at least until 4:00 p.m so we can quickly get the Health Center packed up for the winter. It's a big job if there's isn't enough helpers! If you can stay, you will be able to attend our last big dinner and awards and the party that night.

Again, I hope you will join our Stagedoor family. You won't regret it! But be aware.... It is addicting!