

**ELIOT INSTITUTE
FIRST AID VOLUNTEER
(Revised Jul 2017)**

SELECTION: The First Aid Coordinator will ask for volunteers either before camp and/or at camp to act as First Aid Volunteer responders. Volunteers are responsible to the First Aid Coordinator.

QUALIFICATIONS: Medical or health care background (physician, registered nurse, certified nursing assistant) or others that have had basic first-aid training.

GENERAL RESPONSIBILITIES: Provide basic first aid for minor injuries and illnesses are required.

SPECIFIC RESPONSIBILITIES: See Timeline

**FIRST AID VOLUNTEER
TIMELINE**

BEFORE CAMP

— If you agree to be a First Aid Volunteer before camp, regularly check the website for a new revised date. See www.eliotinstitute.org —> Volunteers —> Camp Jobs

ARRIVAL DAY

— Attend the First Aid Volunteers meeting and sign up for one or more shifts to carry the first aid phone during the week. Let the First Aid Coordinator know when you will not be available.

— Be familiar with other First Aid documents on the website: Concussion and Head Injuries, First Aid Supplies. Paper copies are also available in the top drawer of the First Aid Cart located in the Inn Lobby (Juniper for Creative Arts Eliot).

— Review contents of small first aid kits and First Aid Cart (inventory lists are in the top drawer of the First Aid Cart).

— Be aware of and follow the Washington State Concussion and Head Injury Guidelines on Eliot website or paper copies in First Aid Cart.

DURING CAMP

— Obtain and hand off the first aid phone and charger at the designated times. The phone number is printed on the inside of each camper's name tag. Consider programming the first aid cell phone number into your own phone.

— Fill out and submit to the First Aid Coordinator an Eliot Accident Report Form for any significant injuries occurring during your shift. (Forms are in the top drawer of the First Aid Cart or from the Registrar.) The First Aid Coordinator can assist with filling out the form.

— Assist the First Aid Coordinator in tracking the number of illnesses at camp for early identification of possible contagious outbreak of an illness like norovirus. See Addendum A (Norovirus Information) for facts about norovirus.

- Campers are asked to inform a First Aid Volunteer or First Aid Coordinator if they are ill with vomiting, diarrhea or fever.
- Keep track of name, house, room number and report daily, or more often if necessary, to the First Aid Coordinator.

- _____ Emergency procedure:
 - Call 911
 - **NEXT**, contact Seabeck Office (360-830-5010)y, let them know you have called 911 and your location. This way they can direct emergency responders to the needed location quickly.
 - As soon as possible, notify First Aid Coordinator, Dean and/or Board Rep.

- _____ Review the emergency air horn procedure:
 - When **THREE LONG BLASTS** of the emergency air horn is sounded from the waterfront, go immediately to the waterfront to be of assistance.
 - Three blasts are only used for “911” type emergencies.
 - Three blasts require **ALL** people to leave the swim dock and water, except those responding to the emergency.

- _____ Assist with restocking of first aid kits as indicated or requested by the First Aid Coordinator.

- _____ If a camper needs Urgent Medical Care, a list of Urgent Medical Services with directions and map can be found on the Eliot and Seabeck websites.
See <eliotinstitute.org –> Survival Guide –> Urgent Medical Care >
See <www.seabeck.org –> Local Links –> <Medical Facilities >
This information is also available on the First Aid Cart and posted on the wall near the Seabeck Office.

LAST DAY

- _____ If you are the last Volunteer on duty, return the first aid cell phone and charger to the First Aid Coordinator.

- _____ Assist with restocking of first aid kits as indicated or requested by the First Aid Coordinator.

ADDENDUM A

ELIOT INSTITUTE FIRST AID INFORMATION ON NOROVIRUS (December 2016)

What is Norovirus?

- Norovirus is a virus that causes acute gastroenteritis (inflammation of the stomach and intestines), also called stomach “flu” or food poisoning. There are many types of noroviruses.
- Norovirus is the leading cause of foodborne-disease outbreaks in the United States. About 50% of all outbreaks of food-related illness are caused by norovirus.
- Each year in the US, about 20 million people get sick from norovirus. It also contributes to 56,000–71,000 hospitalizations and 570-800 deaths, mostly among young children and the elderly.

How is it spread?

- Norovirus is spread from person to person, through contaminated food or water, and by touching contaminated surfaces.
- Norovirus is highly contagious and can spread rapidly. Outbreaks can occur anywhere people gather or food is served. Because symptoms come on suddenly, an infected person who vomits in a public place may expose many people.

- It's mode of transmission is fecal-oral, i.e. a person with the virus has poor hand washing after using the bathroom then touches food consumed by another, or touches surfaces where the virus is picked up by another person who eats without good hand washing.
- Norovirus is hard to kill. It can survive in the environment for long periods of time. It can survive freezing conditions and heat exposure up to 140°F.
- As few as 10 viral particles can cause infection. The average stool or vomit volume can contain over 100 million particles.

What are the symptoms?

- The most common symptoms are diarrhea, vomiting and stomach pain.
- A person usually develops symptoms 12 to 48 hours after being exposed to norovirus. Most people with norovirus illness get better within 1 to 3 days.
- People with norovirus are contagious from the moment they begin feeling ill to anywhere from 3 days to 2 weeks after they have recovered. It can even be spread before a person is ill.
- People can feel extremely ill. Dehydration can be a problem among some people, especially the very young, the elderly, and people with other illnesses, requiring intravenous fluids.

How is it treated?

- There is no vaccine and no specific drug to treat people with norovirus illness.
- Rehydration is important for infected people — they must drink plenty of liquids to replace fluid lost through vomiting and diarrhea. In some cases, fluids may need to be given intravenously.

How to prevent the spread of norovirus?

- Proper hand hygiene:
 - o Wash your hands after using the toilet and changing diapers, always before eating or preparing food, or whenever they're dirty.
 - o Wash hands carefully with soap and warm water for at least 20 seconds (the time it takes to sing the "Happy Birthday" song twice)
 - o Alcohol-based hand sanitizer gels are not effective against norovirus. They may be a helpful addition to hand washing, but they are not a substitute for washing with soap and water.
- Wash laundry thoroughly:
 - o Immediately remove and wash clothing or linens that may be contaminated with vomit or fecal matter.
 - o Handle soiled items carefully, using disposable gloves, to avoid spreading virus.
 - o Wash items in hot water with detergent and bleach at the maximum available cycle length and then machine dry.
- Clean and disinfect contaminated surfaces: Especially after an episode of vomiting or diarrhea, with a solution of bleach and water. Some recommended strengths are:
 - o 1 tablespoon of bleach per gallon of water for stainless steel, food/mouth contact items, and toys.
 - o 1/3 cup of bleach per gallon of water for non-porous surfaces such as tile floors, counter-tops, sinks, and toilets.
 - o 1½ cups of bleach per gallon of water for porous surfaces such as wooden floors.
- Food service can:
 - o Carefully wash fruits and vegetables. Cook oysters and other shellfish thoroughly before eating them.
 - o Adhere to food safety laws and regulations.
 - o Certify kitchen managers and train food service workers in food safety practices.
 - o Establish policies that require workers to stay home while sick with vomiting and diarrhea and for at least 48 hours after symptoms stop. Consider using paid sick

leave and on-call staffing, to support compliance policy.

References:

Washington State Department of Health. Home > You and Your Family > Illness and Disease > Norovirus. <http://www.doh.wa.gov/YouandYourFamily/IllnessandDisease/Norovirus>

CDC. Norovirus. (Last reviewed: June, 2016) <https://www.cdc.gov/norovirus/>

CDC, Vital Signs monthly report (June, 2014). Preventing Norovirus Outbreaks. <http://www.cdc.gov/vitalsigns/norovirus/>

North Carolina Department of Health and Human Services, Division of Public Health, Epidemiology Section. Communicable Diseases—Norovirus, Outbreak Management, Disinfecting Your Home. (Last updated: October, 2015). This site includes detailed cleaning procedures for areas exposed to vomiting or feces (poop) contamination; carpeted areas; linens, clothing or textiles; and surfaces corrodible or damageable by bleach. <http://epi.publichealth.nc.gov/cd/norovirus/home.html>

Information compiled by Joan Sandberg
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