

Camp Okoboji Communicable Disease Plan

Prevention

Camp Okoboji Staff Preparation

- Established Communicable Disease Plan (CDP) Team responsible for remaining up-to-date on communicable diseases, providing critical services, & conducting training for staff, volunteers, and participants
 - Executive Director, Operations Director, & Discipleship Director (*Camp Dean & Camp Nurse included in critical services*)
 - Resources relevant to CDP Team: Center for Disease Control, Christian Camping & Conference Association, American Camp Association, National Lutheran Outdoor Ministry Association
- CDP Team will make appropriate responses based on knowledge and recommendations of communicable disease.
- Allocate quarantine areas
 - Unoccupied room in nurse's cabin; unoccupied dorm cabin; unoccupied room in Joppa Hall or Bethel Retreat Center

Program Participant / Summer Staff Pre-Arrival & Arrival

- Provide pre-arrival information regarding participant health habits prior to arrival
 - Include ACA's [A Healthy Camp Starts At Home!](#) in automated registration confirmation email & upload link to Camp Okoboji's website
 - Encourage participants to monitor their health 14 days prior to arriving to camp
- Collect and Review Health History
 - Include health history and immunizations in participant health forms
- Communicate health screening process for staff and participants before arrival
 - Email in automated registration confirmation
 - Upload link to Camp Okoboji's website
- Evaluate / order supply of protective equipment: gloves, masks, sanitizer
 - Bi-weekly supply inventory of first aid & PPE
- Conduct Health Screenings for both staff and campers that include screening for communicable disease
 - Camp Okoboji's Program Health Screening Form to be used

Program Participant / Summer Staff Post-Arrival

- Staff, Volunteers, & Campers will be oriented to illness-reducing strategies
 - Utilize CDC Resources (i.e. [How To Protect Yourself and Others](#), [Handwashing](#), [Cough Etiquette](#), [Communicable Disease Management in the Camp Setting](#)) to educate staff, volunteers, & campers on COVID-19.
 - Provide specific training/orientation for staff, volunteers, & campers to practice healthy habits while at camp

Response

Upon diagnosis or suspected diagnosis of communicable disease

- Member(s) of CDP Team identifies symptoms and illnesses as soon as possible
- CDP Team convenes to delegate the following responsibilities:
 - **Quarantine Preparation & Participant(s) Care** - Consult Dickinson County Emergency Management Officials regarding quarantine guidelines; make appropriate actions based on provided guidelines; prepare quarantine facility for participant (i.e. linens, luggage, towels, etc.); direct participant to an unoccupied room or cabin to quarantine; provide meals, snacks, and drinks for participant

- **Target Cleaning** - Targeted cleaning and disinfecting of areas in which the participant had recently been in
- **Contact tracing** - identifying individuals that the participant came in contact with up to two days prior to the participant's first symptoms. Appropriate quarantining will be implemented.
- **Communication**
 - **Media** - The Executive Director is the spokesperson to any and all media. Any public communication (i.e. website, Facebook update) must be approved by him.
 - **Diagnosed Participant Emergency Contacts** - Contact emergency contacts of diagnosed participant
 - *Youth Camps / JOY Camps*: Participants' parents/guardians/caretakers will be contacted
 - *Family Retreats*: Families on site will be notified; parents/guardians of minors attending without his or her parents/guardians will be contacted
 - **Participants Potentially Exposed Emergency Contacts** - Contact emergency contacts of other program participants to inform them of potential exposure (*confidentiality will be maintained*)
 - **Insurer** - Contact Camp Okoboji's Insurance Company to provide details of on-site communicable disease
 - **Dickinson County Emergency Management** - Contact DCEM to provide details of on-site communicable disease and receive any appropriate recommendations
- CDP Team meets daily once outbreak occurs to establish response steps, revisit processes, and prepare for recovery
 - *Cancellation of event or program will be determined on percentage of ill and/or exposed participants based on total number of people on camp*
- CDP Team is responsible for maintaining appropriate documentation.

Recovery

- CDP Team Evaluation
 - CDP Team confirms documented details of communicable disease outbreak
 - Documentation needed from the following individuals: Camp Nurse, Discipleship Director, Camp Director, & Executive Director
 - CDP Team reviews all operational activities to determine effectiveness and identify potentials for improvements to communicable disease prevention, mitigation, and response procedures
 - CDP Team updates Communicable Disease Plan as necessary; provide necessary training to staff, volunteers, and/or campers
- Debrief with staff, volunteers, and/or campers
 - Listen to experiences of all staff, volunteers, and campers who wish to share experience. Allow time for staff rest and recuperation.