PREPARED ESPECIALLY FOR: _____ (name)
FOR THE POSITION OF: _____ (event name)
Health Officer

RESONSPIBLE TO   Committee Chair/Event Lead
KEY MEETINGS   Event Planning Meetings
                                       Event

POSITION CONCEPT:

Responsible to the Committee Chair/Event Lead hosting the event. Is responsible for providing on-site medical treatment or/and assessment during the activity or event.

REQUIREMENTS

- Registered Scouter 18 years of age or older with current YPT status
- Review of the current Council Health Policy
- Complete appropriate Scouting America Health Officer Training
    - [Short-Term Camp and Day Camp](#)
    - [Long Term Camp](#)
- See [NCAP Book Standard](#) SQ-405 for certification needs based on distance of Medical Services.

PRINCIPAL RESPONSIBILITIES:

1. Assist the Chairperson, Staff Advisor and Committee host an event
2. Attend Event Committee Meetings, as needed, by direction of the Event Lead
3. Recruit, train and direct other event health officers, if needed
4. Ensure all participants, staff and other persons on-site have a valid Medical Form in the medical lodge or other secured facility
5. Provide up-to-date certificates as needed for NCAP Book
6. Ensure that needed medical supplies are available and not expired
7. Provide basic medical care as listed in the current Council Health Policy to persons on-site during the event. For situations beyond what can be covered at the camp, the Health Officer will need to assist in arranging transport at a medical facility
8. Must be available onsite 24-hours a day while participants are present and according to staff schedule
9. Document all services provided in First Aid Logs (separate for staff and participants) for the event and assist the staff advisor in incident reporting
10. Meet with Event Lead and Staff Advisor and follow National and Council budgeting, safety and NCAP standards and regulations
11. If camp supplied medical supplies are emptied while onsite, ensure replacement is purchased/supplied or notify the Council Health Coordinator.