

# CAMP LOYALTOWN

## RESPITE INFORMATION

2018



### FAMILY INFORMATION PACKET

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#### A LITTLE ABOUT THE PROGRAM...

*Camp Loyaltown is proud to offer respite program options for people of all ages to enjoy the beauty of Hunter, NY year-round. The respite program allows for smaller groups of guests to enter a relaxed atmosphere where they can choose the fun social activities that they would like to participate in, while families and caregivers are afforded time to recharge.*



## RESPITE STAFF

ADMINISTRATION

**Director**  
Savita Sharma

**Assistant Director**  
Jerri Walker

**Operations Manager**  
Samantha Torres

**Respite Program Coordinator** Christopher  
Olsen

**Nurse Manager**  
Eileen Irby, RN

**Maintenance Supervisor**  
Gary Truesdell

**Direct Care Support**  
Respite Counselors

# CONFIRMATION

Please know we try our very best to give as many guests (and their families) the opportunity to enjoy respite trips. Not all weekends that are selected may be available to your family member. We ask you to then please await confirmation on placement for a particular weekend. This may take place, at minimum, 1 week prior to the chosen weekend. If cancellations occur for a particular weekend, then you may be asked if your family member would like to fill the space. This may occur with short notice and for this we apologize in advance.

# WHERE / WHEN TO MEET

A typical trip will begin at 12:30 PM at the Brookville campus(189 Wheatley Road, Brookville, NY 11545) We meet in the front lobby of the mansion. *\*After entering campus gates, make left turn, follow road around, and mansion entrance will be on your right-hand side.*

This meet-up time will allow for loading of the van and medication check-in with the nurse (if necessary). Staff will meet you and answer any questions that may still need to be answered for the weekend. The drive is 3 hours in total, the only stop we will make is for a medical emergency – we also do not have a nurse travel with the group, therefore no medication will be given on the bus.

On the day of our return we will be scheduled to arrive to the upper parking lot of the Brookville campus (189 Wheatley Road, Brookville, NY 11545) between 4 to 4:30 PM.

*\*After entering campus gates, make left turn and parking lot will be on your left-hand side.*

# WHAT TO BRING

As camp is typically cooler than Long Island we do ask for a variety of clothing to be brought with the guest. A typical 3 day weekend will require:

- 1 pair of shoes/sneakers
- 1 pair of rain/snow boots (dependent on the weather)
- 3 pairs of socks
- 2 pairs of pants
- 3 shirts
- 1 sweatshirt
- 1 raincoat/jacket

All toiletries should be sent along with any towels that are needed. Any additional requirements such as diapers, liners, and sanitary napkins should also be sent. If the guest is known to need additional clothing items, please make sure to send them as well. All items should be carried in one medium to large sized duffle bag or suitcase. If any medication is being sent, please send in the original containers, but do not pack in the suitcase.



## PERSONAL PROPERTY

Please be advised that Citizens Options Unlimited INC. and Camp Loyaltown will not be held responsible for the loss, or damage of any personal belongings or clothing, which occurs because of fire, theft, or loss by either staff members or guests. Please do not bring any valuables to camp. Camp cannot reimburse anyone for damage or loss of property.

## RESPITE STRUCTURE

Each respite trip will have a camp full time staff member that is in charge of the trip. There will also be a nurse and 2 to 3 additional staff members for **most groups**.

If additional staff is needed to meet the needs of the guests, we will do our best to supply additional staff members. This may not always be possible and could lead to us being unable to accommodate your family member.

Guests and staff sleep in the same rooms, (first floor) of the health center. Most activities will take place in the health center or on camp and will be done in a group setting.

## SOME THINGS TO CONSIDER

The terrain of camp can be challenging, especially during the winter season.

Our local hospital is around a 1 hour drive away.

We have a variety of activities for our guests to participate in – all of which take place on the camp grounds.



# HEALTH CARE

Prior to your camper's scheduled respite weekend, please ensure **Eileen Irby, Nurse Manager of Camp Loyaltown** gets a copy of your camper's:

**Current medication list** (signed and or stamped by physician) **or a copy of current scripts** that also must be signed and or stamped by his/her physician.

Please send copies of scripts and or medication list to Eileen **at least two days in advance** of the weekend trip to ensure preparation and review time by a nurse.

**We cannot accept medication lists and or scripts that are not signed and or stamped by a physician**

- Eileen's telephone number at camp is **518-263-4242 x125**.
- Fax number is **518 263-3911**; if sending faxes, please include a cover letter addressed to Eileen Irby, RN.
- E-mail address: [eirby@citizens-inc.org](mailto:eirby@citizens-inc.org)

As per Department of Health Regulations, a physician's written order is needed for the camp nurse to administer medications; **this includes any over the counter or "as needed" medications**. Please do not write in any medications on the physical exam paperwork on your own even if the medications are over the counter; despite what you may do for your child at home, we need a valid, up to date physician's order to administer all medications to your camper.

If you are relying on us to use or sending us your camper's physical from the prior year and it includes medications that you **DON'T** want your child to receive that respite trip weekend, we are obligated to follow that order unless we have a **discontinue order from the physician; orders and or directions supplied only by a parent cannot be accepted by camp staff; including nurses; this is as per DOH regulations**.

**Please note: The physical exam must be dated within the year.**

Please do not send any medications without a physician's order; the camp nurse will not be able to administer them.

If your child takes their medication at a certain time, please ensure to denote that with the list of medications provided. Please provide any other tip(s) if necessary for administering medications to your child ;(eg. takes pills in applesauce)

Medications will only be accepted if they are received in their original prescription bottles, label intact, and the label wording matching the script wording **EXACTLY**.

Please ensure you are sending the **correct medication and number of doses of medications** (including powders, liquids, etc.) for the entire respite stay including one or two doses extra in the event of unforeseen circumstances.



## ACCOMMODATION

All guests and staff sleep in the Health Center.

Male and female guests are housed in separate rooms. Staff also sleep in rooms according to gender and required oversight for the guests (female staff may at times sleep in male rooms).

We have two specialized beds for use of the guests.

Most on camp activities will also take place in the Health Center which includes meal times. All bedding is provided, but if the guest would prefer to bring their own, please send them as well.

## FOOD & DIET

For all weekends the menu will be planned and can be altered due to size of the group or availability. Our family-style menu is suitable for all.

Please make staff aware of any special dietary needs (due to allergies or food consistency) or requests (due to pickiness).

## PRICES & PAYMENT

### PRICES:

The total cost of a respite weekend for a 3 day weekend is \$580. The cost for a 4 day weekend/trip is \$870.

If you are a resident from Nassau County there is a grant that can help to reduce the cost of the weekend/trip to \$300 for a 3 day weekend and \$450 for a 4 day weekend/trip.

Looking for more information? Please contact Christopher Olsen, Program Coordinator of Respite at 516.732.6769

### PAYMENT:

Payment for confirmed trips will be required one week prior to attendance.

A check or money order payment can be made out to **Citizens Options Unlimited, Inc.** and sent to our Brookville office:

Attn: Christopher Olsen  
189 Wheatley Rd,  
Brookville  
NY  
11545

Please make sure the guest's name and the date of the trips are also listed on the check/money order.



## A TYPICAL ITINERARY

### FRIDAY

- 12:30pm – Meet in Brookville
- 1:00 pm – Depart For Camp
- 5:00 pm – Arrive At Camp/Unpack
- 6:00 pm – Dinner
- 7:00 pm – Ice Cream Party
- 8:00pm - Movies

### SATURDAY

- 9:00 am – Breakfast
- 10:00 am – Nature walk
- 12:00pm – Arts & Crafts
- 1:00 pm – Lunch
- 3:00 pm – Computer Time
- 4:00 pm – Game Time
- 6:00 pm – Dinner
- 7:30 pm – Camp Fire/Karaoke

### SUNDAY

- 9:00 am – Breakfast
- 10:00 am – On Camp Activity
- 11:30 am - Lunch
- 1:00 pm – Depart For Home



**Citizens Options  
Unlimited**



*You will be contacted by phone with  
confirmation details.*