

CHILDREN'S ONCOLOGY CAMPING ASSOCIATION

GOLD RIBBON ACCREDITED

Camp and Visitor Orientation









Accreditation Standards

What they ARE:

- Foundational elements to a safe program.
- Areas of practice, policy and implementation within pediatric oncology camping.
- Verified by an objective 3rd party observation process.

Please note: GR Standards are written in the context of overnight camp programs and day camp programs. They were not written in context of single day, event based, community or hospital programs.



Accreditation Standards

What they are **NOT**:

A collection of general "how-to" documents for the operation of a camp

A prescription of practice or an inspection to judge a camps' practices, policies, or implementation.





"The camp facility we use is accredited"



"The camp facility we use is accredited"

 Member Camp Accreditation vs. Facility Accreditation



"The camp facility we use is accredited"

- Member Camp Accreditation vs. Facility Accreditation
- Control Who has the direct oversite, control and/or provides personnel to the activity or service.



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"We are accredited by...."



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Medical/ Psychosocial practices







Education - Accreditation says a camp organization is well informed and educated in areas of foundational practices of pediatric oncology camping.





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Confidence - Planning of camp programs is easier when policies, procedures and practices are established and staff are trained.





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Confidence - Planning of camp programs is easier when policies, procedures and practices are established and staff are trained.



Stature – Accreditation tells parents, donors, and community members that an organization values safety by following industry practices in areas of medical and emotional safety.

GOLD RIBBON ACCREDITED



• Camp Applications

November



Camp Applications

- November
- Virtual Accreditation Workshop (Mandatory)

February/ March



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 February/ March
- Camp submits documentation for review via portal April 1



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Onsite Visits

June - August



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Documentation Review Completed

June 1

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June - August

Visit Reports Submitted

2 wks after visit



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GR Committee /Accreditation recommendations

September



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• GR Committee /Accreditation recommendations September

COCA Board Meets – Awards Accreditations October



Key to Accreditation Program Success



COMMUNICATION



COMMUNICATION COMMUNICATION



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Communication - camp representatives and visitors.



- Communication camp representatives and visitors.
- Selecting the best date for the visit

Most activities will be observable Medical services will be observable Camp Director and Camp MD/ RN are available



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- Arrange for visitor accommodations?
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 Appropriate for non-staff adult visitors



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- Can the camp offer camp meals during the visit?



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- COVID Procedures



Goals of an on-site visit



Visitors witness a camp's documented policies and procedures in practice during the delivery of programs and activities.



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Visit and visitors are unobtrusive and not disruptive to camp programs and activities.



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Visit and visitors are unobtrusive and not disruptive to camp programs and activities.



To promote collaboration between the camp and the visitors.





Camp Director / Camp MD or RN



- Camp Director / Camp MD or RN
- COCA volunteer peer professional and COCA volunteer medical professional



- Camp Director / Camp MD or RN
- COCA volunteer peer professional and COCA volunteer medical professional

NOTE: It is important for the camp to arrange available time with the camp director and on-site MD and/ or RN at the time of the visit.



Overview of a Visit

- Tour of camp program and activities in action
 - Show us what you do!
- Observe medication administration and medical services in action.
- Conversations with counselors, program leaders and onsite health care providers.



Reminders for the on-site visit

- A Visitor is not an Inspector
- Professional Conduct
- Confidentiality:
 Photos/Video/Documents
- Difficult Conversations Mentoring
- Complete Visit Worksheet with Signatures at end of visit



Accreditation Tools & Support











GOLD RIBBON PORTAL



































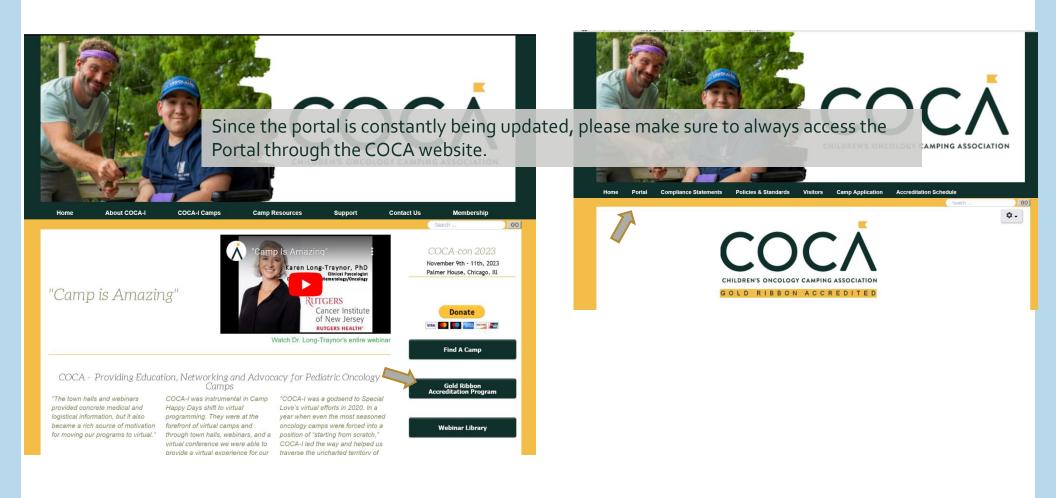
Welcome to the COCA Gold Ribbon Portal

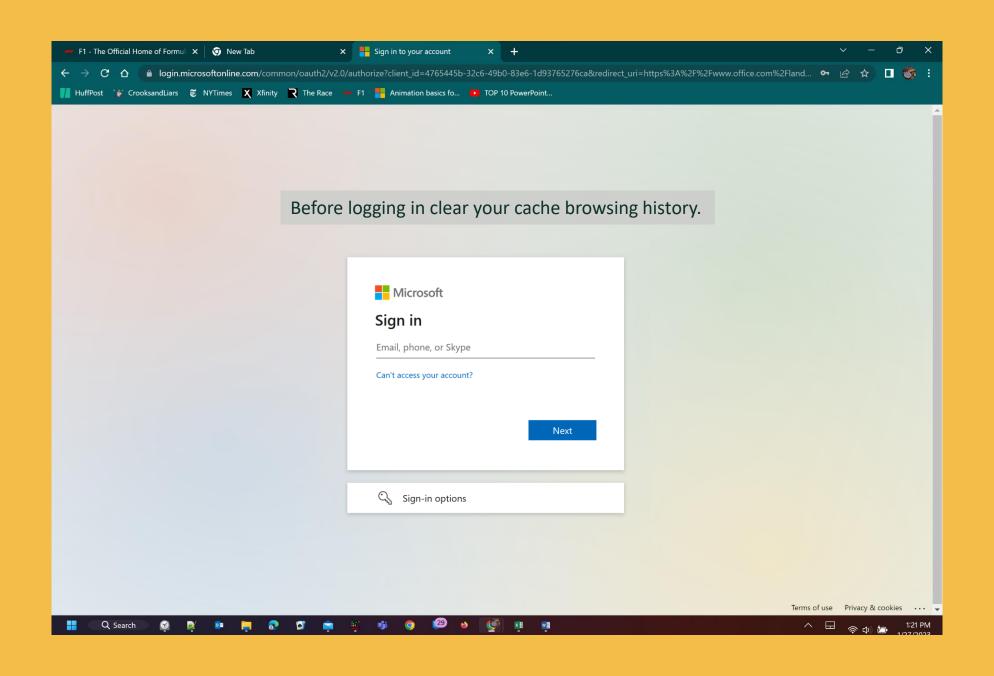
The central point for all Gold Ribbon Activities

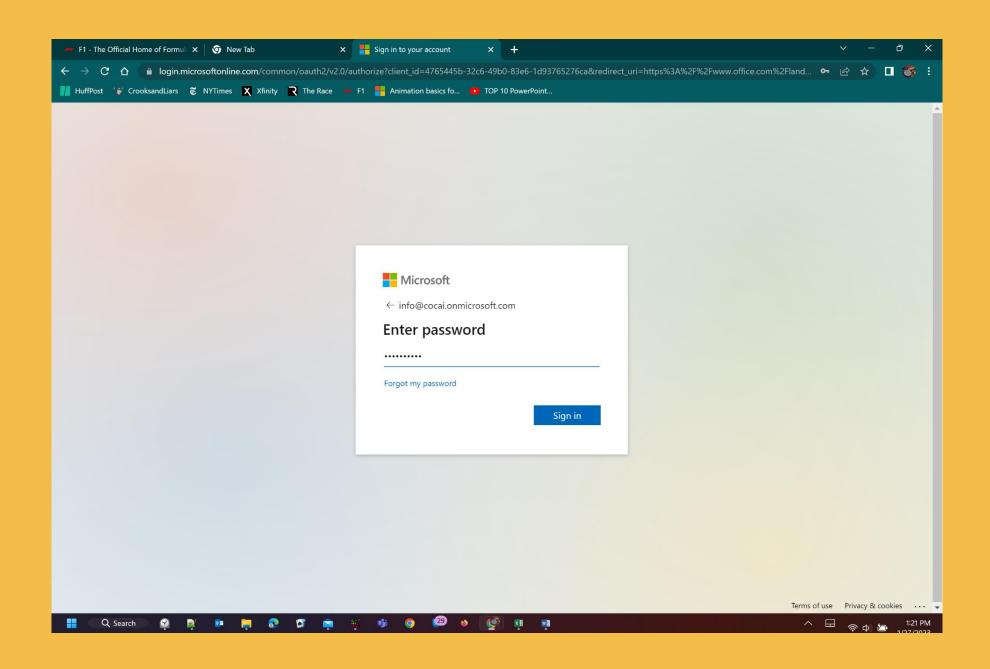
- The COCA portal is designed to:
 - Organize your files
 - Provide examples of accepted standards and protocols
 - Upload your files
 - Add comments and encourage dialog for your submission
 - Identify and interact with your COCA team members
 - Quickly assess your progress
 - Automatically send reports to your COCA team members
 - If at any time you encounter difficulties, have questions or need to have information changed, contact your COCA Gold Ribbon Administrator

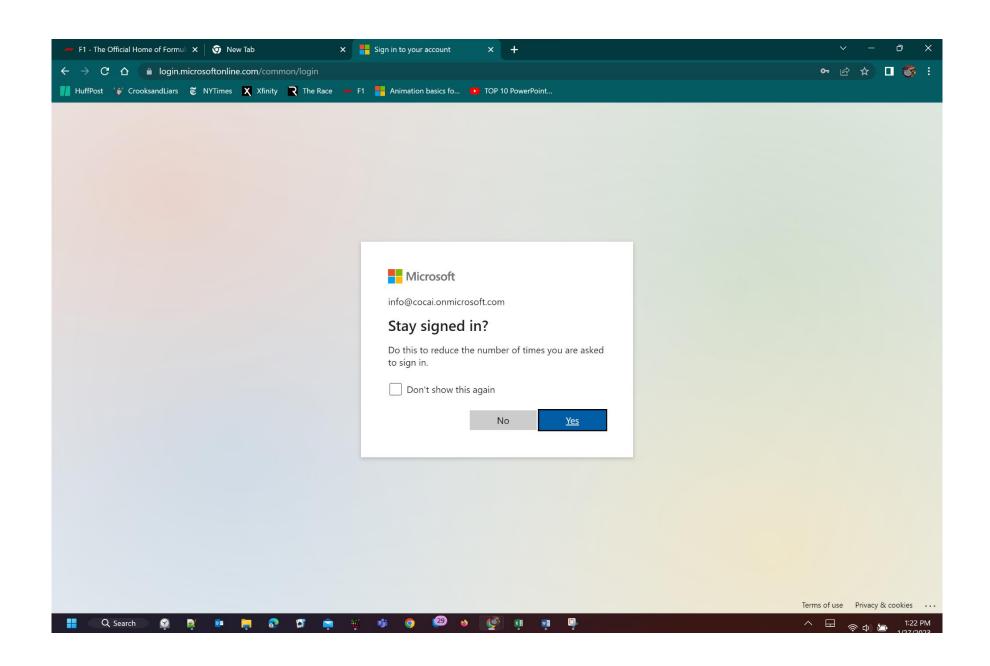
Let's go step-by-step through the Gold Ribbon Portal experience

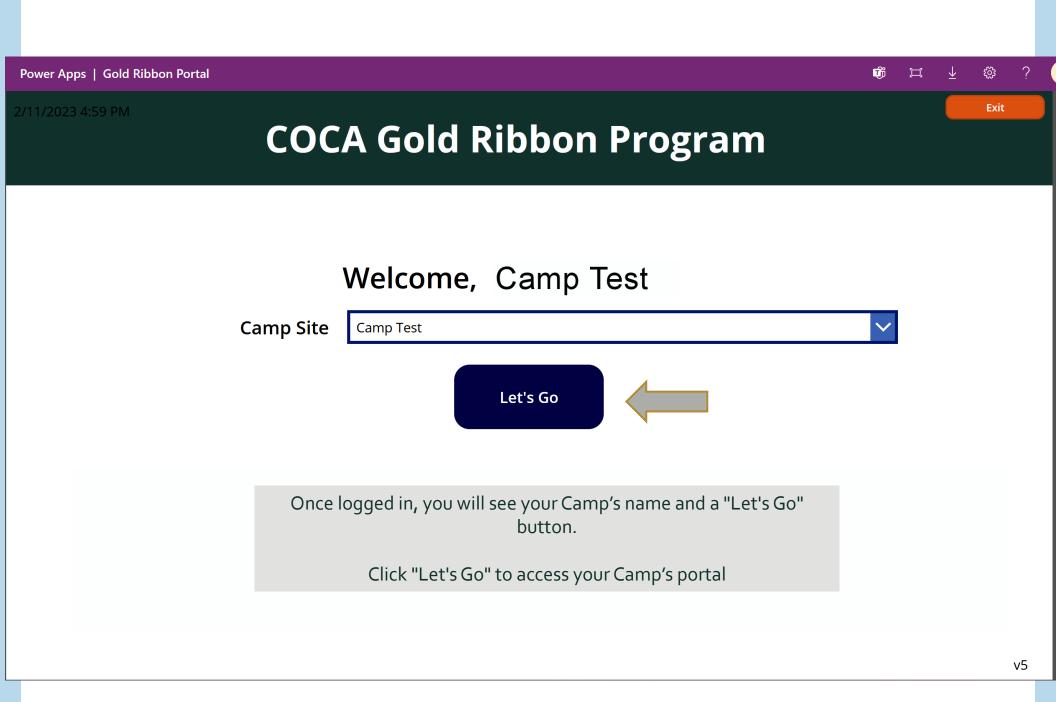
Access through cocai.org











Camp Home Screen & Directory

- Important information on this screen includes
 - Key contacts, (camp and visitors)
 - Review Status At a glance you can see which standards have been approved (left column) and which standards are still pending. Click on these links to go directly to the standard.
- Navigation
 - Standards Navigation Drop Down
 - On every screen in the upper left corner is the main navigation tool. At any time you can use this dropdown to go to any standard by just selecting it from the dropdown. By using the radio button above the dropdown, the list will show All standards, Medical standards, or Peer standards.
 - Page-to-Page Navigation On every screen in the upper right corner you can
 - Click the circle/arrow to go to the next page/next standard, or
 - The Home icon to return to the Camp Home Screen

All • Peer • Medical
All Standards Jump Menu

Gold Ribbon Team Screen





Update and Exit

~

Camp Test

Key Contact Test Camp

Cel Camp Test Cel

Email TestCamp@cocai.onmicrosoft.com

Site Info

Key Contact Camp Test Location Contact

Cel

Email TestCamp@cocai.onmicrosoft.com

Address Camp Test Location Address

Review Status

Neview Status		
Approved (24)	Pending (4)	
Standard2_1 >	Standard1_1 >	
Standard3_1 >	Standard3_2 >	
Standard3_3 >	Standard3_6 >	
Standard3_4 >	Standard4_3	
Standard3_5 >		
Standard3_7 >		
Standard4_1 >		
Standard4_2 >		
Standard4_4 >		
Standard5_1 >		
Standard5_2 >		

Peer Team Member(s)

TestPeer@cocai.onmicrosoft Peer

.com Email

Cel

Medical Team Member(s)

TestMedical@cocal.onmicro soft.com

SOIL.COIII

Email

Cel

Medical

o All ● Peer ● Medical
All Standards Jump Menu

Gold Ribbon Team Screen

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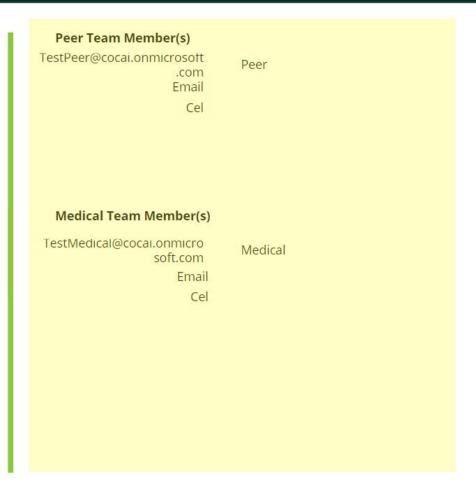


Update and Exit

Camp Test

Key Contact	Test Camp
Cel	Camp Test Cel
Email	TestCamp@cocai.onmicrosoft.com
Site Info	
Key Contact	Camp Test Location Contact
Cel	
Email	TestCamp@cocai.onmicrosoft.com
Address	Camp Test Location Address





o All ● Peer ● Medical All Standards Jump Menu

Gold Ribbon Team Screen





Update and Exit

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Camp Test

Key Contact Test Camp

Cel Camp Test Cel

Email TestCamp@cocai.onmicrosoft.com

Site Info

Standard5_2 >

Key Contact Camp Test Location Contact

Cel

Email TestCamp@cocai.onmicrosoft.com

Address Camp Test Location Address

Review Status Approved (24) Pending (4) Standard2_1 > Standard1_1 Standard3_1 > Standard3_2 Standard3_3 > Standard3_6 Standard3_4 > Standard4_3 Standard3 5 Hyperlinks Standard3_7 Standard4_1 > Standard4 2 Standard4 4 Standard5 1

Peer Team Member(s)

TestPeer@cocai.onmicrosoft Peer

.com Email

Cel

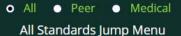
Medical Team Member(s)

TestMedical@cocal.onmicro soft.com

sort.com

Email Cel

Medical



Gold Ribbon Team Screen









Peer Team Member(s) TestPeer@cocai.onmicrosoft

Email

Cel

Peer

Medical

Your Navigation Options

Medical Team Member(s)

TestMedical@cocai.onmicro

soft.com

Cel

Email

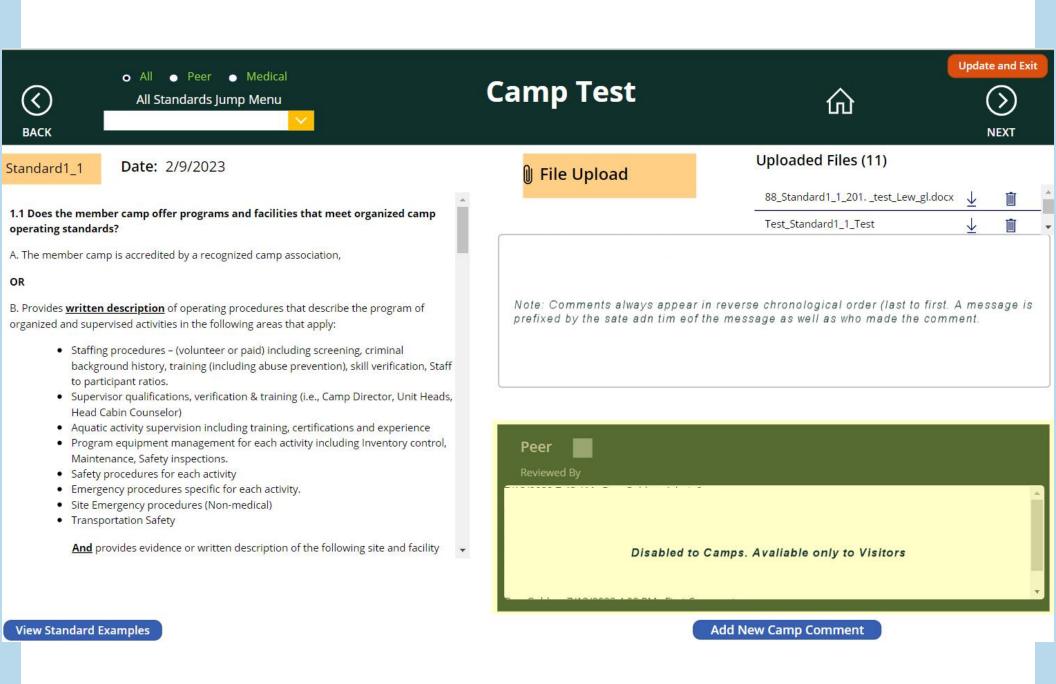
Approved (24) Pending (4) Standard2_1 > Standard1_1 Standard3_1 > Standard3_2 Standard3_3 > Standard3_6 Standard3_4 > Standard4_3 Standard3 5 Standard3_7 Standard4_1 > Standard4 2 Standard4 4 Standard5 1 Standard5_2 >

COCA Standards Screen

- All Standards screens are identical, but the functionality is different for Camp staff and for Visitors
- For Camps
 - Left column relevant COCA standard
 - Left column bottom View Standard Examples button
 - Click this button to view examples of acceptable standards.
 - Right column top File upload button and uploaded file list
 - Upload Camp's policies or procedures relevant to this particular Standard. Upload as many documents as necessary. You can download the file by selecting the Arrow, or delete the file by selecting the trashcan symbol.
 - Right column middle Camp comments/dialog box
 - Add your comments, explanations or further instructions on pages, paragraphs to find information to satisfy the Standard.
 - Right column bottom visitors comments/dialog box and review check box.
 - for visitors to make comments, ask questions
 - · Available only to visitors, disabled for camps
 - Right column bottom Add new Camp Comment button
 - Click this button to add comments. Your comments will appear in the Camp comments dialog box with a prefix identifying the date, time, and author of the comment.

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 - Right column middle Camp comments/dialog box (Disabled)
 - Add your comments, explanations or further instructions on pages, paragraphs to find information to satisfy the Standard.
 - Right column bottom visitors comments/dialog box and review check box.
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 - · Available only to visitors, disabled for camps
 - Right column bottom Add new Visitor Comment button
 - Click this button to add comments. Your comments will appear in the Visitor comments dialog box with a
 prefix identifying the date, time, and author of the comment. Select "Peer" or "Medical" comment as
 necessary





Children's Oncology Camping Association Team Site



 \uparrow Upload \checkmark \downarrow Download \blacksquare Integrate \checkmark

Documents > COCAI Gold Ribbon Standard Examples > 1.1 Example (Accreditation)

Name ∨	Modified \vee	Modified By \vee	Document ID	DataURI
AccreditationCertificate.pdf	May 2, 2019	Don Golden	COCAI-2102554853-45	
AccreditationCertificate_wm.pdf	May 2, 2019	Don Golden	COCAI-2102554853-44	
App 1 - NoVA4H ACA accreditation.pdf	May 2, 2019	Don Golden	COCAI-2102554853-43	
App 1 - NoVA4H ACA accreditation_wm.pdf	May 2, 2019	Don Golden	COCAI-2102554853-46	



Gold Ribbon Team Reporter



COCA-I	Gold	Ribbon '	Team Re	porter
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With a simple push of the button, send an automatic report to any or all members of your Arizona Camp Sunrise team!

Select the team members in the list box to the right. You can also add additional email addresses. (Copies of all correspondence are automatially sent to the COCA-I administrators of the Gold Ribbon Program.)

The email report includes:

- 1. Any changes you have made to particular Standards. This includes any comments or changes in status.
- 2. A summary report detailing the status of each Standard (Approved or Pending).
- 3. Any comments you include in the Expanded Comments section.

Thanks

То:

Subject: Arizona Camp Sunrise Gold Ribbon Program Report

Format - B / U	⊛ වේ	♦ ≡ = ···
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Send Email

Exit

Team Members

jennifer.amundsen@cocai.org jennifer.amundsen@cocai.org

LKessler@cocai.onmicrosoft.com

JenniferA@cocai.onmicrosoft.com

ryan.campbell@cocai.onmicrosoft.com

Gold Ribbon Program Comments 2/3/2023 from Don Golden to Camp Test



DonTestMedical <TestMedical@cocai.onmicrosoft.com>



To: TestCamp@cocai.onmicrosoft.com; DonTestMedical; DonTestPeer; Dongolden49@gmail.com



My email message to Team

Message

SUMN	MARY REPORT
Approved Standards - 24	
In-Proce	ess Standards - 4
Percent	Complete - 86 %
APPROVED - 24	IN PROCESS - 4
Standard Standard2_1	Standard Standard1_1
Standard Standard3_1	Standard Standard3_2
Standard Standard3_3	Standard Standard3_6
Standard Standard3_4	Standard Standard4_3
Standard Standard3_5	
Standard Standard3_7	
Standard Standard4_1	
Standard Standard4_2	
Standard Standard4_4	Status
Standard Standard5_1	Jaiu 5
Standard Standard5_2	
Standard Standard5_3	
Standard Standard5_4	
Standard Standard5_5	
Standard Standard5_6	
Standard Standard5_7 Standard Standard5_8	
Standard Standard5_8 Standard Standard5 9	
Standard Standard5_9 Standard Standard5_10	
Standard Standard5 11	
Standard Standard6 1	
Standard Standard6 2	
Standard Standard6_3	
Standard Standard6_4	

Uploading Documents HINTS



Uploading Documents HINTS

Volunteer Reviewers



Uploading Documents HINTS

- Volunteer Reviewers
- Upload SPECIFIC Policy related to each standard

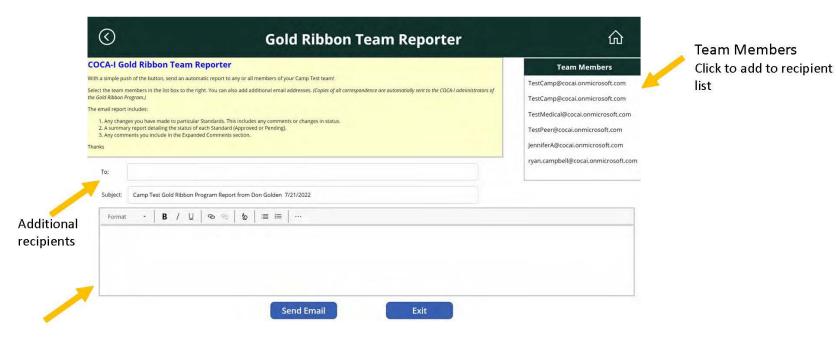


Uploading Documents HINTS

- Volunteer Reviewers
- Upload SPECIFIC Policy related to each standard
- Highlight wording related to the standard



EXIT SCREEN



Email body. Update/notify communicate with team members and admin



Accreditation Tools & Support





Resource library of policy & procedure examples



Overview of Standards

Sections

Definitions

1 = General Camping (1)

2 = Clinic / Hospital Affiliation (1)

3 = Administration (7)

4 = Staffing (4)

5 = Health Care (11)

6 = Psychosocial Support (4)



Overview of Standards

Standard

Standard

Intent Statement

Compliance Demonstration Description

Written Documentation Icon



- 1.1 Does the member offer programs and facilities that meet organized camp operating standards?
- A. The member camp is accredited by a recognized camp association, or
- **B.** Provides written description of operating procedures that describe the program of organized and supervised activities in the following areas that apply:
- Staffing procedures including screening (i.e., interviews, background checks, etc.), training (including abuse prevention physical, sexual, emotional), skill verification, staff to participant ratios.
- Supervisor qualifications, verification & training (including Director)
- Aquatic activity supervision (including training, certifications and experience of lifeguards and operators of watercraft operation)
- Program equipment inventory, control, maintenance and safety inspections
- Program activity safety procedures
- Emergency procedures specific for the site and specific for each activity
- Transportation Safety (for all vehicles that transport campers or staff [bus, van, golf cart, etc.]: soundness, driver verification, training, operating procedures)

And provides evidence or written description of the following site and facility operations that apply:

- Providing adequate amounts of safe drinking water
- Appropriate sleeping accommodations
- Adequate handwashing, toileting and shower facilities
- Food services meeting local health department regulations (i.e., food storage, preparation, cleanliness)
- Adequate trash removal
- Appropriate vector control plans (i.e., insects, mosquitoes, rodents)
- Swimming pool facility meets federal and local standards (i.e., Virginia Baker Safety Act)
- Safety plan for use of any lake, stream, river or the ocean



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Standard Definition:

"Accredited Recognized Camp Association" involves an objective external group who examines a camp's operation documentation, program delivery and facilities to ensure it meets the standards published by the accrediting body. Examples of accrediting bodies are American Camp Association (ACA) Canadian Camp Association (CCA), Ontario Camp Association (OCA), Alberta Camp Association, British Columbia Camping Association (BCCA), Camping Association of Nova Scotia and Prince Edward Island (CANSPEI), Manitoba Camping Association and New Brunswick Camp Association (NBCA)".



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5.2 Does the Camp have written protocols available on site, specific to the camp operation, which has been approved annually by an independent licensed pediatric oncology health provider familiar with the camp's location and healthcare resources, for the following?

Communicable disease Yes 2 No 2

Chicken pox and shingles Yes 2 No 2

Central line care Yes ? No ? DNA ?

Blood borne pathogens Yes ? No ?

Administration of IV/oral chemotherapy Yes 2 No 2 DNA 2

Febrile neutropenia Yes 2 No 2 Anaphylactic reactions

Yes 2 No 2

Transfusion Yes 2 No 2 DNA 2

Antibiotic Resistant Organisms Yes 2 No 2



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Standard 5.2

Intent: This standard is meant to ensure that camps have procedures in place for dealing with common incidents occurring in their camp setting. Camps may choose to adopt written protocols of their local treatment center(s), but the Camp should review and must customize protocols to account for the program's specific location, scope of practice of on-site health care providers and well as the time and distance to access advanced medical support.

The procedures should cover screening, methods for minimizing spread of disease, and guidelines for the handling of each situation.



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What's Next?

- Take a DEEP BREATH!
- 2. Review standards.
- 3. Ask Questions.
- 4. CAMPS: Upload / Resubmit Documents to the COCA GR Portal by APRIL 1!
- VISITORS: Respond to email about visit assignments; Review Documents by JUNE 1!
- 6. Communicate with your GR Visit Team: Date, travel, accommodations, meals, etc.
- 7. Have a great summer and visit!



Questions

Dr. Mike Amylon
Gold Ribbon Committee Chair

amylon@stanford.edu

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