

## Camp Wapiyapi Medical Advisory Committee Charter

### Purpose

The Camp Wapiyapi Medical Advisory Committee will be comprised of a diverse group of medical professionals whose expertise is instrumental in ensuring the support needed to serve the unique needs of our campers. They will periodically review medical policies and procedures, make recommendations to the Board of Directors, provide guidelines in support of overall care and healing, and serve as advocates for Camp Wapiyapi in their medical networks.

### Type of Committee

The Camp Wapiyapi Medical Advisory Committee will be a standing committee that meets regularly 3-4 times a year.

### Membership

The Committee shall consist of at least one member from the Board of Directors, 5-7 medical professionals to include at least one pediatric oncology physician, one pediatric oncology nurse one Emergency physician, and the staff executive director. The members of the Committee shall be appointed by the board member serving on the committee (board liaison) and executive director. We will strive to ensure that committee members reflect different areas of pediatric medicine. Each member shall serve a two-year term that is renewable for another term.

### Chairperson

The Medical Advisory Committee Chair or co-chairs will be voted on by the Committee with approval by the Board of Directors. The term of the chairman will continue for one year and can be renewed for a second year. A Vice-Chair will be designated in case the Committee Chair or co-chairs cannot be present and will be voted on and approved in the same manner. Either a Wapiyapi board member or non-board member may serve in these roles.

### Duties and Responsibilities

Key activities will include:

- Review and update current medical policies
- Review and update written policies for onsite practices
- Recommend updates to include, but not limited to: medical and immunization requirements, onsite process for medications, application forms, check-in procedures, and recommendations in support of camper care and healing
- Spread awareness of Camp Wapiyapi and encourage families and volunteers to participate

### Delegation of Authority

The Camp Wapiyapi Medical Advisory Committee shall serve to advise the Board of Directors.

### Committee Procedures

Meetings shall be in person at least two times per year with a schedule determined by the Committee. Members of the Committee should plan on a minimum of 6-10 hours during the year in meetings and some additional time on follow up tasks associated with the Committee.

Charter reviewed by Committee on November 29, 2017 and finalized on December 10, 2017

**Approved by Wapiyapi's Board of Directors on January 16, 2018**