



MarineLab

Marine Resources Development Foundation

MarineLab First Aid/Medical Care Policies & Procedures

Waivers w/ health information:

- All participants must submit a signed waiver that includes all medical information a month prior to the program start date
- Using the information from the waivers, a “medical roster” will be created that includes prevalent medical information (including dietary restrictions, allergies, and prescriptions).

Medical Roster:

- The medical roster is made accessible to lead chaperone before arrival. On arrival day, we will have a printout of the medical roster for chaperones to refer to, if needed.
- Lead chaperone should be familiar with the medical needs of students prior to arrival at MarineLab. We suggest the lead chaperone review the medical roster and discuss any questions or concerns with parents *before* the trip
- A chaperone (or multiple chaperones, depending on group size) will be designated on arrival to take the lead on ensuring students with dietary restrictions are given and eating the correct meals in the cafeteria. This chaperone will also be responsible for ensuring any epi pens are in the cafeteria with the students.

Medications:

- Medications, prescription and over the counter, will be stored, handled and dispersed by school/group personnel according to school/group policy while at MarineLab. MarineLab will provide storage for medications at the school's request.
- MarineLab does not provide medications, neither prescription or over the counter
- If a waiver states that the participant will be bringing an epi pen or inhaler, the participant **MUST HAVE THE DEVICE** upon arrival to MarineLab. We suggest the lead chaperone checks this when departing school. Students will **NOT BE ABLE TO PARTICIPATE** in the program without the epi/inhaler.
- Chaperones must ensure inhalers and epipens are with students at all meals and activities
- All epi pens and inhalers **MUST** accompany participants on the boats. During the boat trip, all medications and/or medical devices will be stored in a waterproof bag and returned to student or chaperone, dependent on group policy, after the boat trip.

First Aid:

- MarineLab provides 24/7 access to basic first aid supplies for all visiting groups (this does not include any type of medication, including over the counter). These supplies are for chaperones to access, they are not available to students to access independently. A record of first-aid care should be documented in the first aid kit. MarineLab staff periodically checks the kits, restocks them, and monitors record keeping.
- Basic first aid care on land should be administered by school chaperones. MarineLab education staff are available to assist during program hours.
- Each MarineLab vessel is equipped with a first aid kit. On the water, MarineLab crew will administer first aid care. When appropriate, if school chaperones hold a higher level of training, MarineLab staff will defer to their expertise.
- A first aid kit is available by the lagoon and a traveling first aid kit will accompany any group that leaves campus with MarineLab staff as part of the MarineLab program. At the lagoon and during off-site MarineLab programs, MarineLab staff will administer first aid care. When appropriate, If school chaperones hold a higher level of

training, MarineLab staff will defer to their expertise.

Training:

- All MarineLab Instructors are certified in Red Cross Lifeguarding/First Aid/CPR for Professional Rescuers
- All MarineLab Captains are USCG licensed Captains and certified in CPR/First Aid
- Routine lifeguarding/first aid/CPR/emergency response scenario training is performed by education staff and boat crew throughout the year
- As many schools opt to bring a medical professional to MarineLab campus during their MarineLab program, when on land (and on the water, when appropriate), MarineLab staff will always defer to the highest level of training for any first aid or medical emergency.

Fire/Facility Emergency:

- In the event of a fire or other facility emergency, chaperones should move students to a safe location. The precise location will be reviewed with chaperones by MarineLab staff on day of arrival during orientation.

Campus Security:

- The MarineLab campus is a gated facility. The gate code will be provided to chaperones upon arrival.
- There are three organizations sharing the property: MarineLab, Key Largo Undersea Park which houses the lagoon, gift shop, and Jules' Undersea Lodge, and the Koblick Marina, which has about ten boats with residents aboard. All employees and residents have been subject to background checks and fingerprinting.
- We do not have staff sleeping on campus overnight, but we do have "on-call" staff. Phone numbers will be given to you upon arrival.

Medical Emergency Response:

- If a medical emergency occurs at MarineLab facility outside of program times, chaperones should call 9-1-1, provide appropriate care, and notify a MarineLab staff person. If a medical emergency occurs at MarineLab facility during program times, MarineLab staff will coordinate with chaperones to ensure EAP is activated and appropriate care is provided.
- MarineLab education staff are trained to assist in emergencies on land and water. This training is initiated during orientation and supported by sessions led by leadership staff throughout the year. Emergency situations to which education staff are expected to respond include: water rescues, clearing and establishing a patient airway, initiating CPR, controlling severe bleeding with pressure and elevation, cooling a burn, keeping a suspected fracture quiet, and activating the emergency-response team. As many schools opt to bring a medical professional to MarineLab campus during their MarineLab program, when on land (and on the water, when appropriate), MarineLab staff will defer to the highest level of training for any first aid or medical emergency.
- Emergency action plans are established for all land based and water-based programs. All staff are trained on EAPs and review the plans regularly. ALL EAPs are reassessed and updated, if appropriate, annually by leadership staff. EAPs are hung throughout campus and printed copies are on every vessel.
- Emergency transportation is provided by the area's ambulance services. The nearest hospital is Baptist Health Mariners Hospital in Tavernier.
- Phone contact with parents/guardians is established in an emergency. Since the program has no way of determining what each person considers an emergency, the general practice is to contact parents when there is concern about a person's health and/or when a situation is not progressing as expected. While MarineLab staff may be the ones advising on making contact, generally school/group chaperones coordinate contact with parents.

Please refer to "MARINELAB PROGRAMS: WE PUT SAFETY FIRST" for more specific information on boat crew certifications and training, boat safety, and water safety.