



Medical Advisory Committee

The Camp Hendon Medical Advisory Committee (the “Committee”) is a volunteer group tasked with giving medical, diabetes care, and mental health-related advice and support to Camp Hendon’s Board of Directors and Staff. The Committee’s tasks and powers are delegated by and subject to the direction and control of the Camp Hendon Board of Directors.

Committee Composition:

The Medical Advisory Committee will be composed of medical, diabetes industry, and mental health professionals who have a thorough understanding of Camp Hendon’s programs and participants. Members may also include non-healthcare or industry professionals that have a high level of involvement in camp program delivery.

A Committee Chairperson will serve as the main contact with the Board of Directors, and may be a current member of the Board of Directors. At least one member of the Board of Directors should participate on the Committee. The Executive Director and Operations Manager will also participate in and help facilitate the activities of the Committee.

Committee Responsibilities:

Responsibilities of the Committee will encompass all aspects of Camp Hendon program delivery that include dispersing medical, diabetes, or mental health care or advice. The Committee will review camp medical and mental health protocols and provide oversight for the medical and mental health concerns of the group as needed. Specific responsibilities may include, but are not limited to:

- Program medical protocols and handbooks
- Volunteer Staff diabetes training materials
- Medical check-in procedures
- Communicable disease plans
- Emergency closures due to sickness/disease/unforeseen medical concerns
- Review of new diabetes technologies and treatments
- Mental health protocols and procedures
- Make recommendations and provide information to the Board of directors regarding the items listed above

Time Commitment & Schedule:

The Medical Advisory Committee will generally follow the schedule below, but may otherwise meet as needed. The time, location, and agenda of meetings will be established in advance and distributed to the Committee.

Members are asked to commit at least one year of active service to the Committee. There is no limit to the duration of membership on the Committee. It is the responsibility of each Committee member to determine if they have the time and capacity to be a fully active member. When a member determines they no longer have the ability to serve on the Committee, they should notify the Committee Chair and Operations Manager as soon as possible.

Committee Members may be removed from the Committee if they are absent from two or more consecutive meetings without advance notice to the Chair and/or Operations Manager.

Schedule	Activity
As needed	Emergency Closures due to Sickness/Disease/Unforeseen Medical Concerns
November	Review of new diabetes technologies and treatments Review/Revise mental health procedures and protocols
January	Review/Revise Program Medical Protocols and Handbooks including Communicable Disease Plan
March	Review/Revise Volunteer Staff Medical Training Materials
May	Review/Revise Medical Check-In Procedures
June/July	Summer Sessions 1 & 2
September	Review Summer Session Feedback on Medical Care and Propose Revisions