

# Personal Medication Policy



Personal medication that must be kept refrigerated during the event will be stored in the camp medical refrigerator. Only medication needing refrigeration will be kept by the Susan G. Komen 3-Day® Medical Crew.

The medication requiring refrigeration must be turned in to the Staff Medical Operations Manager at the medical table at the Late Check-In area on Day One before the Opening Ceremony. The Staff Medical Manager will take the medicine to camp and it will be stored in the camp medical refrigerator.

For safety purposes and to ensure that medications are distributed properly, the following policy must be followed:

- Medications must be placed in waterproof, sealable bags. It is recommended that only the amount of medication needed for the event be brought.
- Medications must be divided by dose and day and individually bagged according to a.m., lunch, and p.m. dose.
- If the participant has a lunch dose of medication, the participant must ensure that the Staff Medical Operations Manager has this information when the medication is turned in on Day One. The Medical Crew Captain will ensure that the participant's daily lunch dose is taken to the lunch stop and kept cool until the participant arrives.
- Each waterproof, sealable bag of medication must be clearly labeled with the participant's number (permanent marker is recommended), along with the applicable a.m., lunch, and p.m. dose information.
- For confidentiality reasons only the participant's number (not his/her name) should be included with his/her medication.

Stored medications will be available in the morning and evening at camp medical and during the day at the lunch medical area. They will be available at the following times:

Camp medical: from 6:00 a.m. until camp closes in the morning

Lunch medical: hours vary

Camp medical: from 12:00 p.m. until camp closes

Personal medications will not be available between the hours of 8:00 p.m. and 6:00 a.m. except in extreme circumstances.

A designated Medical Crew member will be responsible for distribution of the participant's morning and evening doses in camp medical and at the lunch medical area. The participant and the Medical Crew member distributing the medication will be responsible for checking that the participant number on the bag of medication correctly corresponds with the number on the participant's event credential.

At no time will any Medical Crew member administer any personal medication via injection.

On Sunday, the participant must pick up his/her personal medications at the Command tent prior to the Closing Ceremony. Personal medications not picked up will be discarded as medical waste.