



2017

Dear Counselor:

Enclosed is your application packet. **Please fill it out completely and return it before April 1, 2017.** I'm very excited that you will be attending Camp Roehr 2017 the week of June 11th – 16th, 2017 as a counselor.

After processing your application, you will be receiving a final packet with directions, a list of needed items to bring, arrival/departure time schedule, and camp site information.

If you have any questions, please feel free to call me at (618) 236-2181 ext. 114.

Sincerely,

Janet Shearrer
Camp Director
Epilepsy Foundation of Greater Southern Illinois



Brief Overview

Camp Roehr Mission: To provide a safe, enjoyable, residential camping experience for children with a primary diagnosis of epilepsy, to build self-esteem by promoting self-confidence, competency and social interaction, and to foster independence in a safe environment away from home.

Camp Roehr is a 6 day/5 night residential summer camp for children with epilepsy ages 6 through 17 held at the YMCA Trout Lodge and Camp Lakewood in Potosi, MO. Often children with epilepsy are denied the privilege of attending summer camp because of their epilepsy, but that is not the case at Camp Roehr. Camp is a place where children are able to try new things in an environment that is safe, encouraging, and supportive.

Application, Deadlines, Submission Information

To apply to participate in Camp Roehr, the volunteer or parent/legal guardian (if under 18 years of age) must complete, sign, and return the Application Packet.

Counselor Application – **All forms below must be signed and returned by April 1, 2017.**

- Part A – Counselor Information Form
- Part B – Emergency Information Form
- Part C – Medical History Form
- Part D – Camp Roehr Consent Forms
 - Background Check
 - Conviction Information Request
- Part E – Camp Roehr Reference Form
- Part F – Counselor Dismissal Policy Form

Original signatures required; applications will **ONLY** be accepted by mail or drop off:

Epilepsy Foundation of Greater Southern Illinois
Attn: Camp Director
3515 North Belt West
Belleville, IL 62226

For questions, concerns, or if you require assistance with the application, contact us by phone (618) 236-2181 or toll free (866) 848-0472.

The Epilepsy Foundation of Greater Southern Illinois provides equal opportunity to qualified persons without regard to race, color, creed, sex, or national origin.



PART A – COUNSELOR INFORMATION

Name: _____
Last First Middle Initial

Position Applied For: Camp Roehr Volunteer Male Female

Address: _____

City: _____ State: _____ Zip Code: _____ County: _____

Email Address: _____

Phone Number: _____

Are you legally entitled to work in the United States? _____

Have you ever been convicted of a crime or been substantiated for abuse or neglect? _____

If Yes, please explain: _____

T-Shirt Size: Youth S M L XL Adult S M L XL XXL



PART B – EMERGENCY INFORMATION

Emergency Contact 1	Emergency Contact 2
Name: _____	Name: _____
Relation to Counselor: _____	Relation to Counselor: _____
Address: _____	Address: _____
City, State, Zip: _____	City, State, Zip: _____
Home Phone: _____	Home Phone: _____
Cell Phone: _____	Cell Phone: _____

Physicians

Primary Care	Secondary Care
Name: _____	Name: _____
Address: _____	Address: _____
City, State, Zip: _____	City, State, Zip: _____
Phone: _____	Phone: _____
Fax: _____	Fax: _____

Health Insurance

Do you have health Insurance? Yes No Carrier: _____

Policy Number: _____ Group Number: _____

Policyholder Name: _____ Relation to Counselor: _____

Date of Birth: _____ Social Security Number: _____

Signature _____ Date _____



PART C – MEDICAL HISTORY

Counselor Name: _____

Allergies

List allergies below, if no allergies or reactions write "None"

Medication Allergies	Foods/Plants/Pollens/Insections

Seizure Summary (If Applicable)

Age diagnosed with epilepsy: _____ Date of Last Seizure: _____

Seizure Type(s) *(Please check all that apply)*

- Absence Seizures (Petit Mal)
 Atypical Absence
 Atonic (Drop Attack)
 Simple Partial
 Tonic-Clonic (Grand Mal)
 Complex Partial (Temporal)
 Secondary Generalized
 Non-epileptic
 Other: _____

How many seizures do you have per month: _____ How long do they last: _____

Description of your typical seizure:

Describe in detail what do your seizures look like: _____

Describe your recovery period after a seizure (i.e. sleeps, confused): _____

Do you have loss or bowel or bladder control during a seizure? Yes No



Do you usually get a special warning (aura) before a seizure? Yes No If yes, please describe:

Have you had epilepticus or a seizure that lasts longer than 15 minutes? Yes No

How Often? _____ Date of last episode: _____

What action did you take? _____

List any identifiable seizure triggers or avoidances: _____



PART D – CAMP ROEHR CONSENTS

Please read and initial to confirm that you have read each section.

Name of Counselor (Print): _____

CAMP AGREEMENT. I understand that I have committed myself to volunteer at Camp Roehr from June 11th through June 16th, 2017. _____ (Initial)

POLICY OF ABUSE. Consumers of Epilepsy Foundation of Greater Southern Illinois are to be treated with dignity and respect at all times and under any circumstances. Mistreatment in the form of verbal, mental or physical abuse of any nature will not be tolerated. Any employee/volunteer found guilty of abusing a client in any manner is subject to immediate discharge. Local authorities will be notified immediately, and criminal charges may be filed against any employee/volunteer guilty of such charges. Anyone found guilty of such criminal charges is subject to a fine up to \$5,000 and up to three years imprisonment. I hereby state that I have read and do understand the above statement. _____ (Initial)

PARTICIPATION CONSENT. My signature below gives my consent to participate in camp activities at Camp Roehr. I understand and certify that I may participate in Camp Roehr and its activities at YMCA Trout Lodge and Camp Lakewood, and that my participation is completely voluntary. I have familiarized myself with the programs and activities at Camp Roehr in which I will participate. I recognize that certain hazards and dangers are inherent in these activities, which may include, but not be limited to, the activities of horseback riding, high and low elements rope course, swimming, archery, canoeing and team sports such as soccer. I acknowledge that although the Epilepsy Foundation of Greater Southern Illinois (EFGSI) and YMCA Trout Lodge and Camp Lakewood have taken safety measures to minimize the risk of injury to camp participants, EFGSI and YMCA Trout Lodge and Camp Lakewood cannot ensure or guarantee that the participants, equipment, premises or activities will be free of hazards, accidents, or injuries. I understand that under Missouri Law, an equine professional is not liable for an injury or death of a participant in equine activities resulting from the inherent risks of equine activities. I recognize the importance of knowing and abiding by the rules, regulations and procedures for Camp Roehr. _____ (Initial)

PERMISSION FOR TREATMENT AND TRANSPORT. My signature below gives my consent to be treated and transported. The medical history described in the Camp Roehr Counselor Information and Medical History Form is correct to the best of my knowledge. In the event of an accident or injury involving myself, I authorize the Camp Roehr and/or YMCA Trout Lodge and Camp Lakewood directors, counselors, program staff, medical staff, volunteers or other executors to obtain medical treatment for me and to transport if needed. I give permission to the physician selected by EFGSI to order x-rays, routine tests, and treatments; and, in the event of any perceived emergency. I give permission to the physician selected by EFGSI to hospitalize, secure proper treatment for, and to order injection and/or anesthesia and/or surgery for me named above. I understand that payment of any medical expenses incurred will be my responsibility.
_____ (Initial)



PART E – CAMP ROEHR REFERENCE

Instructions: complete top portion.

Name

Date

Address

Applicant Name

City, State, Zip Code

Phone Number

I hereby authorize the above named reference to answer any related questions posed by the Epilepsy Foundation of Greater Southern Illinois.

Applicant Signature

----- OFFICE USE ONLY -----

How do you know this person? _____

How many years have you known this person? _____

Would you describe this person as:

- | | | |
|---------------|-----------|----------|
| Trustworthy | Yes _____ | No _____ |
| Dependable | Yes _____ | No _____ |
| Kind | Yes _____ | No _____ |
| Energetic | Yes _____ | No _____ |
| Creative | Yes _____ | No _____ |
| Helpful | Yes _____ | No _____ |
| Team Oriented | Yes _____ | No _____ |
| Friendly | Yes _____ | No _____ |
| Courteous | Yes _____ | No _____ |
| Cheerful | Yes _____ | No _____ |
| Clean | Yes _____ | No _____ |

Would you recommend this person for a volunteer position at Camp Roehr? Yes _____ No _____

Why or why not? _____

Interviewer Signature

Date



PART F – COUSELOR DISMISSAL POLICY

Camp Counselors and Volunteers will be terminated from Camp Roehr for any of the following reasons:

1. WILLFULLY INJURING STAFF, VOLUNTEERS OR CAMPERS
2. THREATENING STAFF, VOLUNTEERS, OR CAMPERS
3. NEGLIGENT HARM OR DAMAGE TO STAFF, VOLUNTEERS OR CAMPERS OR THEIR PROPERTY
4. USAGE OF ALCOHOL OR ANY ILLEGAL SUBSTANCE DURING CAMP ROEHR
5. ANY BEHAVIOR DEEMED GROSSLY INAPPROPRIATE FOR CAMP ROEHR.

ALL MEDICATIONS ARE TO BE CHECKED IN ORIGINAL PILL BOTTLES IN LARGE ZIP LOCK BAGS LABELED WITH COMPLETE NAMES AND HELD BY THE CAMP NURSE TO PROTECT THE SAFETY OF ALL INVOLVED.

Campers are to be treated with total dignity and respect at all times!!!

The Epilepsy Foundation of Greater Southern Illinois has a zero tolerance policy for physical or psychological abuse against persons with disabilities. Should abuse occur, immediate action will be taken and authorities notified.

I _____ have never been convicted of a major crime or felony with the exception of traffic violations in which harm was caused to another individual. Furthermore, I have read the above information and will abide by the regulations set forth by the Epilepsy Foundation of Greater Southern Illinois.

Counselor Printed Name

Signature

Date

Witness Printed Name

Signature

Date

State of Illinois
Department of Children and Family Services

AUTHORIZATION FOR BACKGROUND CHECK
Child Abuse and Neglect Tracking System (CANTS)
For Programs NOT Licensed by DCFS

NOTE: Do not use this form if you are an applicant for licensure or an employee/volunteer of a licensed child care facility. Please contact your licensing representative.

Name: _____
Last First Middle

Date of Birth: -- -- Gender: Male Female Race: _____

Current Address: _____
Street/Apt #

City State Zip Code

If you currently reside in Illinois, please list all previous addresses for the past five years.

OR

If you currently reside out-of-state, please provide ALL Illinois addresses in which you did reside while living in Illinois.

(Street/Apt#/City/County/State/Zip Code)	Dates From/To
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

List maiden name and/or all other names by which you have been known: (last, first, middle)

I hereby authorize the Illinois Department of Children and Family Services to conduct a search of the Child Abuse and Neglect Tracking system (CANTS) to determine whether I have been a perpetrator of an indicated incident of child abuse and/or neglect or involved in a pending investigation. I further consent to the release of this information to the agency listed below:

Submit by mail OR fax OR email.
Mail to: Department of Children and Family Services 406 E. Monroe – Station # 30 Springfield, IL 62701
FAX to: 217-782-3991
Scan/Email to: CFS689Background@illinois.gov

Signed Date

Please type, use bold letters or label:

618-236-3654

(Submitting Agency Fax Number)

garym@epilepsygsil.org

(Submitting Email Address)

Epilepsy Foundation of Greater Southern Illinois

(Agency Name)

Gary Miller

(Contact Person)

3515 North Belt West

(Address)

Belleville, IL 62226

(City/State/Zip)

Print Form