



Dear Camp Families,

We are excited to launch a new medication distribution program this summer in conjunction with [Campers Pharmacy](#). With additional COVID protocols and procedures needed to operate camp safely this summer, the Campers Pharmacy program will ensure we can manage all of our campers' health care needs as efficiently and as safely as possible.

The following letter and FAQs will explain this new program and the steps you will need to take to ensure that we receive your camper's medication. Please be advised that this packet includes a letter that **MUST** be given to your physician in advance.

**This is a required action for any camper who will need medication while at camp**, whether it is prescription; over-the-counter; vitamins and/or supplements; and whether their dose is daily or "as needed".

**NO medication can be brought to camp on opening day or be sent by parents to camp with the exception of: Epi-Pens, Diabetic Supplies and Growth Hormones.**

Please register for Campers Pharmacy as soon as possible to ensure your camper's medication arrives on time and that you avoid any late registration fees. The deadline for **first session is May 14<sup>th</sup>** and **second session is June 11<sup>th</sup>**. [Click here to read step-by-step instructions on how to register.](#)

Our camp health center stocks most as-needed over-the-counter items such as Tylenol, Advil, Benadryl, etc. so there is no need to have Campers Pharmacy dispense these items.

If you do not follow these medication protocols, you will be required to call Campers Pharmacy on Opening Day to have your child's medication filled, packaged, and shipped to camp. Camper's Pharmacy will charge you a \$50 late fee plus expedited shipping and packaging fees.

Please visit the *Campers Pharmacy* website, [www.camperspharmacy.com](http://www.camperspharmacy.com) for additional information and to register your camper. We are confident that this program continues to help us achieve our primary goal; *the health, well-being and safety of your child.*

Please do not hesitate to contact us with questions. Contact information for *Campers Pharmacy* is: Phone: 973-584-5555 or email: [info@camperspharmacy.com](mailto:info@camperspharmacy.com) (In the subject line, indicate *Jacobs Camp – Camper Name*).

Best,

Anna Herman

# Frequently Asked Questions

## **Do I need to use Campers Pharmacy?**

Yes, if your camper will be taking any of the following:

- Prescription medication - pill, liquid, spray, drop, or cream (daily and “as needed”)
- Over-the-Counter (OTC) medication - pill, liquid, spray, drop, or cream (daily and “as needed”)
- Inhalers (inhalers must be filled with *Campers Pharmacy* and maintenance inhalers will be kept in the health Center)
- Prescription and OTC Vitamins, Supplements, Lactaid, Melatonin, etc.

## **Are there any exceptions to using Campers Pharmacy?**

Yes, Epi-Pens, Diabetic Supplies and Growth Hormone do not need to go through *Campers Pharmacy*. In the rare circumstances that Campers Pharmacy cannot fill your camper’s medication, they will let us know and we will send you instructions on how your medication must be packaged and sent to camp.

## **Why can’t I send my own medication directly to camp?**

For us to ensure the safe and efficient delivery of medication to our campers, we require the medication to meet the strict and consistent labeling and packaging protocols that Campers Pharmacy will deliver.

## **Do I need to send common, as-needed OTC medications (like Tylenol, Advil, etc) through Campers Pharmacy?**

No, we stock most over the counter items such as Tylenol, Advil, Benadryl, Dramamine, etc. so there is no need to have Campers Pharmacy dispense typical OTC items that will be used as needed.

## **What are the protocols regarding OTC Vitamins, Supplements or Lactaid?**

- All OTC Vitamins must go through Campers Pharmacy and require a Physician Signature.
- All OTC Supplements must go through Campers Pharmacy and require a Physician Signature.
- Lactaid will be made available for your camper.

## **Can my child take “Gummies”?**

From past experience, gummies do not store well at camp so you may want to discontinue their use for the camp season or order another form, such as a chewable.

## **Can I send up anti-bite, anti-itch or antibiotic creams?**

No, campers are not permitted to keep these items in the bunk because we want our Health Center to examine and monitor any skin issues, including cuts, scrapes, bug bites, etc. We have this medication stocked in our Health Center and any medication, including creams, sent up with campers will be collected.



**What are the protocols regarding Epi-Pens?**

You will need to bring an Epi-Pen that will be kept in the Health Center. It must be clearly marked with your child's name and should be given directly to the Health Center. You do **NOT** have to use Campers Pharmacy for the Epi-Pen.

**What are the protocols regarding Inhalers?**

You must order both **maintenance and rescue inhalers** through Campers Pharmacy. Maintenance inhalers will be kept in the Health Center.

**What are the protocols regarding Growth Hormone?**

You do not need to use Campers Pharmacy for Growth Hormone. Growth Hormone will be administered in the Health Center.

**What are the protocols regarding Diabetic Supplies?**

You will need to bring all diabetic supplies with you, and they will be kept in the Health Center. Everything must be clearly marked with your child's name and should be given directly to the Health Center. You do **NOT** have to use Campers Pharmacy for diabetic supplies.

**When is medication given?**

Most medications are dispensed at breakfast, lunch and dinner and before bedtime. Growth Hormone will be administered at the Health Center. If it is critical that your child's medication be taken at another time, please make sure your physician indicates the time on the prescription, but please note that your child will have to make a separate trip to the Health Center.

**Can my camper take their allergy shot while at camp?**

Yes, the Health Center staff administers any allergy shots during the camp season.

**REGISTRATION WITH CAMPERS PHARMACY**

**What are the fees associated with using Campers Pharmacy \*?**

Campers Pharmacy Registration Fee is **\$19.95** if you register and submit all paperwork prior to **May 14<sup>th</sup> (1<sup>st</sup> session and Olim A) or June 11<sup>th</sup> (2<sup>nd</sup> Session and Olim B)**. Late fees are detailed below and are non-refundable.

<b>1<sup>st</sup> Session Dates</b>	<b>2<sup>nd</sup> Session Dates</b>	<b>Campers Pharmacy Late Fees (in addition to Registration Fee) - Late Registration OR Missing Paperwork</b>
On or before May 14 <sup>th</sup>	On or before June 11 <sup>th</sup>	\$0 Late Fee
May 15 <sup>th</sup> - May 30 <sup>th</sup>	June 12 <sup>th</sup> - June 27 <sup>th</sup>	\$25 Late Fee
May 31 <sup>st</sup> – June 6 <sup>th</sup>	June 28 <sup>th</sup> - July 4 <sup>th</sup>	\$50 Late Fee
After June 6 <sup>th</sup>	After July 4 <sup>th</sup>	\$50 Late Fee + shipping charges

*\*Note Campers Pharmacy fees do not include Rx medication co-pays, or cost of medication including refills.*

**Will medication cost more than I usually pay?**

*Prescriptions:* Campers Pharmacy accepts most major insurance plans, so your copay should remain the same for prescriptions. You can check the amount of copays before the medications are filled in the online portal.

*OTC Medications, Vitamins, Supplements, Lactaid, Melatonin:* In some cases, OTC pricing may be higher than big box stores due to the unique nature of Campers Pharmacy packaging service. Pricing will be visible online at the portal after processing.

### **How are fees processed?**

To complete your registration fees and copay payments you will be redirected to PayPal to complete your transactions securely. A PayPal account is not required. The PayPal payment screen will have a box labeled “Ship to my billing address” as a default shipping method. This does not need to be changed. All medication is shipped directly to the camp 10 days prior to the start of the season.

### **How do I get set up for medication with Campers Pharmacy?**

**STEP 1:** Complete your registration online at [www.camperspharmacy.com](http://www.camperspharmacy.com)

**STEP 2:** Print out *Physician Letter* and *OTC Medication Physician Authorization Form* to bring to your Physician for signature.

**STEP 3:** Submit Prescriptions / Authorizations to Campers Pharmacy

- *Rx for Prescription Meds:* These are best to be sent directly from the Physician to Campers Pharmacy - see *Physician Instruction Letter* attached. If parent submits the Rx, an original is required. Copies or faxes are not accepted from a parent.
- *OTC Meds:* The completed and physician signed *OTC Physician Authorization Form* needs to be sent via email to [info@camperspharmacy.com](mailto:info@camperspharmacy.com) (include Jacobs Camp and Camper Name in subject line).

**STEP 4:** Campers Pharmacy uploads all medication information onto the portal as submitted.

**STEP 5:** Parent confirms all medication information is accurate on the Campers Pharmacy portal. Information should be available for review on the portal 48 hours after submission. Place close attention to dosage, timing, formulation, refills, etc. Any discrepancies should immediately be sent in writing via email to [info@camperspharmacy.com](mailto:info@camperspharmacy.com) (include Jacobs Camp and Camper Name in subject line)

**STEP 6:** Medication is delivered to camp.

### **How do I know if Campers Pharmacy has received my prescription from my Physician and/or my OTC medications?**

It is your responsibility to check the Campers Pharmacy portal to ensure all documentation has been received and that it is correct. Medication will be processed as it is written in the portal. Information should be available for review on the portal 48 hours after submission. It is important to provide all prescriptions and authorizations before the due date. If prescriptions and/or authorizations are received late, additional fees will be charged.

### **How do I communicate with Campers Pharmacy?**

For questions: Email is preferred (so there is a record of the communication). Email Campers Pharmacy at [info@camperspharmacy.com](mailto:info@camperspharmacy.com). In the subject line, indicate *Jacobs Camp – Camper Name*.

## **MEDICATIONS**

### **Will Campers Pharmacy dispense generic or brand medications?**

The pharmacy will dispense generic medications unless otherwise specified by your physician as “Do Not Substitute” or “Brand Only”. Please notify your child’s Physician accordingly if you do not want generic prescription or over-the-counter medications.



**Can the pharmacy supply non-pill form medications such as inhalers, creams, drops or liquid medications?**

Yes, the medications will be included in separate packages with dosing instructions.

**What if my child's medication needs to be refilled while at camp?**

If your camper is at camp for more than thirty (30) days, Campers Pharmacy will refill and ship the medication according to the instructions on the OTC Medication Form or on the prescription sent by your Physician. Do not refill your child's medication while at camp, as this will cause your insurance to reject our insurance claim.

**What if my child is started on a prescription or nonprescription daily medication after the deadline date to register and submit prescriptions has passed?**

Campers Pharmacy will work with you regarding late medication changes. Please contact Campers Pharmacy as soon as you are aware of any changes to your child's medication regimen.

**What if my child takes a controlled substance?**

State law varies regarding the submission of prescriptions for controlled substances. Your physician will find more detail in the *Physician Instruction Letter*.

**What happens to extra medications after camp is over?**

Jacobs Camp will follow our typical procedure of securely packaging and clearly labeling leftover medication to be returned to you after camp. For campers riding home on buses, your camper's medication will be handed to you by our bus captain, and for campers being picked up at camp, a Jacobs Camp Staff person will hand you the medication at pick up.

**INSURANCE**

**How is my insurance billed? How am I billed for co-pays?**

Campers Pharmacy will bill your insurance company directly as prescriptions are filled. Any out-of-pocket costs (e.g. co-pays, deductibles, over-the-counter medications, non-covered medications) will be charged to your credit card.

**Is Campers Pharmacy able to accept my insurance?**

Campers Pharmacy is contracted with all major and most minor prescription carriers. Once you submit your registration, they will review the information and notify you if the pharmacy does not accept your plan.

**I need to fill a prescription for my child before camp begins. What should I do?**

Go ahead and have the prescription filled but be sure to request only the amount of medication your child will need before camp begins. Campers Pharmacy will not bill your insurance company until camp begins to avoid any conflict with your insurance company's billing cycle.

**Will my insurance company pay for my child's medications if I recently filled their prescriptions?**

Typically, they will. Oftentimes Campers Pharmacy will need to request a "vacation override" from your insurance company. Campers Pharmacy will contact you if we have any questions about your insurance.

**What happens if my insurance company will not provide a vacation override or if I have used my allowable vacation override?**

Call Campers Pharmacy so that they can determine the appropriate plan of action. They will help to work with you and the insurance company.

**What are PCN and BIN?**

PCN stands for Processor Control Number and BIN stands for Bank Identification Number. If you have prescription insurance coverage, then your plan must have a BIN and PCN. If you are not able to locate these numbers on your insurance card, you will need to call either your local pharmacy where you have received



prescriptions before or your insurance.

## **PACKAGING**

### **How are the medications packaged?**

Medications are packaged in a blister pack that includes a detailed label with your child's name, date and time to be administered, as well as any special instructions. A camp nurse administers the blister packet to your child. Only medications in pill form are included in the dose strip. Inhalers, creams, liquids, and similar items are packaged and labeled separately and shipped to camp with your child's other medications.

### **Can Campers Pharmacy package prescription medications my child uses on an "as needed" basis?**

Yes, both prescription and over the counter medications can be packaged "as needed". They will be packaged separately and labeled with instructions for administration.

### **Can a half pill be packaged?**

Yes, your child's Physician must specifically write your child's prescription to be packaged as a half pill. You must indicate your request upon registering so the pharmacy can determine whether the specific medication is "durable" and is able to split.

### **How can I be sure medications will be packaged exactly the way my child takes them?**

It is your responsibility to discuss the medication with your Physician (timing, dose, form, etc.) and then it is your responsibility to check the portal to confirm that the medication details are listed correctly.

# Registration Checklist

- STEP 1: Register at Campers Pharmacy [www.camperspharmacy.com](http://www.camperspharmacy.com)**

You will need the following to complete registration:

- Insurance Information
- Physician Contact Information
- Credit Card
- Camp Dates
  - Olim A: June 13-June 27
  - 1<sup>st</sup> Session: June 13-July 7
  - Olim B: July 11-July 25
  - 2<sup>nd</sup> Session: July 11-August 4

- STEP 2:** Print out *Physician Letter* and *OTC Medication Physician Authorization Form* (included in this packet) to bring to your Physician for signature.

- STEP 3:** Submit Prescriptions / Authorizations to Campers Pharmacy
  - *Rx for Prescription Meds:* These are best to be sent directly from the Physician to Campers Pharmacy - see *Physician Instruction Letter* attached. If parent submits the Rx, an original is required. Copies or faxes are not accepted from a parent.
  - *OTC Meds:* The completed and physician signed *OTC Physician Authorization Form* needs to be sent via email to [info@camperspharmacy.com](mailto:info@camperspharmacy.com).

- STEP 4:** Campers Pharmacy uploads all medication information onto the portal as submitted.

- STEP 5:** Parent confirms all medication information is accurate on the Campers Pharmacy portal. Information should be available for review on the portal 48 hours after submission. Place close attention to dosage, timing, formulation, refills, etc. Any discrepancies should immediately be sent in writing via email to [info@camperspharmacy.com](mailto:info@camperspharmacy.com) (include Camp Harlam and Camper name in subject line).

- STEP 6:** Medication is delivered to camp.



# Physician Instructions

Dear Healthcare Provider,

Your patient will be attending a camp that employs a Medication Therapy Management System. All medication in pill form will be dispensed in dose packaging (unit or multi-dose depending on state law). The pre-packaged medication will be sent directly from our pharmacy to the camp. We request you follow these guidelines when submitting prescriptions to us.

- ALL Medications, Vitamins and Over the Counter products require a prescription or OTC Physician Prescription Form.
- Inhalers or allergy medication should include an action plan for symptomatic use.
- Prescriptions should be written for 30-day supply with enough refills to cover the camp stay. DEA regulations require all prescriptions to be dated and signed on the date of issue.
- Prescriptions for non-controlled medication may be faxed, mailed or sent via E-Script by the Physician.
- Prescriptions for controlled medication must be mailed on an original prescription or sent by E-Script. Faxed prescriptions for controlled medications are not accepted. Please write prescription for each 30-day supply sequentially. For example, if the first prescription is dated May 15<sup>th</sup>, the second should be written acknowledging the earliest fill date using the phrase "Do Not Fill Before \_\_\_\_\_" based on your state regulations. Do Not Fill date should be at least 2 weeks prior to the start of the camp session.
- Prescriptions should be submitted as soon as possible to ensure continuity of care.
- Please be sure all prescriptions include your DEA and NPI number.

**Mailing Address:**

Valley Pharmacy  
107 Route 10 East  
Succasunna, NJ 07876

**Phone:** 973-584-5555/ 973-850-3360 or 866-218-1834

**Fax:** 973-584-7266

E-Scribing: **Valley Pharmacy NCPDP:** 3115474

**NPI:** 1083644819

**FOR NY DOCTORS ONLY** - As of March 27, 2016 all prescriptions should be sent by E-Script unless a "waiver" of the mandate was approved. Please send all prescriptions as soon as possible to ensure continuity of care.

If you have any questions, please email us at [info@camperspharmacy.com](mailto:info@camperspharmacy.com) or call 973-584-5555 / 973-850-3360 or 866-218-1834.

Thank you for helping make this a happy camp season for your patient!  
*Campers Pharmacy is a service provided by Valley Pharmacy*





# Over-The-Counter (OTC) Medication - Physician Authorization Form

**To be completed by parent, signed by Physician**

Please utilize this form for your child ONLY if they take over-the-counter (OTC) medications, vitamins, or supplements on a daily basis OR you would like a specific supply for your child of an OTC that they use on an as needed basis.

You may fill out the form, but your prescriber must sign, date and supply their provider number for the order to be valid.

Camper's Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

Camp **Henry S. Jacobs Camp**

Dates: **OLIM A: JUNE 13, 2021 – JUNE 27, 2021** or **1<sup>ST</sup> SESSION: JUNE 13, 2021- JULY 7, 2021**

**OLIM B: JULY 11, 2021 – JULY 25, 2021** or **2<sup>ND</sup> SESSION: JULY 11, 2021 – AUGUST 4, 2021**

OTC MEDICATION/ VITAMIN / SUPPLEMENT NAME  <b>Do NOT include: ibuprofen (Advil, Motrin) and acetaminophen (Tylenol), Benadryl, Dramamine, Lactaid, Miralax (Camp will supply)</b>	DOSAGE/ STRENGTH	FORMULATION (choices)		TIMING (choices)	DISPENSE QUANTITY	# OF REFILLS (circle one)			BRAND REQUIRED? (circle one)	
		Pill Tablet Capsule Powder Cream Oral Disintegrating Tablet	Ointment Chewable Liquid Drops			Breakfast Lunch Dinner Bedtime As Needed Other-provide details	1	2	3	Yes
						1	2	3	Yes	No
						1	2	3	Yes	No
						1	2	3	Yes	No
						1	2	3	Yes	No
						1	2	3	Yes	No

Physician Name \_\_\_\_\_ NPI \_\_\_\_\_ Physician's Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent's Name \_\_\_\_\_ Parent's Signature \_\_\_\_\_ Date \_\_\_\_\_

After enrolling online at [www.camperspharmacy.com](http://www.camperspharmacy.com) and completing the necessary information above, email to [info@camperspharmacy.com](mailto:info@camperspharmacy.com). (In the subject line, indicate Camp Harlam – Camper Name).