



Sri Sathya Sai International Medical Committee

GUIDELINES FOR SAI MEDICAL CAMPS IN USA

PURPOSE:

Health Promotion, Health Education and Preventive Services

A. PROPOSED ACTIVITIES:

1. Health Education regarding diet, exercise, weight control, meditation, dental hygiene, and immunization, smoking cessation, stress and anger management, and general cleanliness.
2. Preventive screening that may include body weight, height, body mass index, blood pressure, blood sugar, lipid profile, audiovisual and dental screening, bone densitometry, mammograms and pap smears.
3. Training in basic lifesaving skills such as First Aid, Basic Life Support (BLS), CPR, and Disaster Preparedness.
4. Bone Marrow Donor Registration Drive (for minorities only) and Blood Donation Drive.
5. At this point in time, only Allopathic Medicine is allowed. Practice of Alternative Medicine like Ayurveda, Homeopathy, Acupuncture, and Herbal Therapy are not allowed in these camps.

B. PROTOCOL:

1. Designation of an insured (General Liability) health campsite under supervision of a licensed physician as the Medical Camp 'Physician in Charge'.
2. Determine the health needs through the local public health and social welfare departments or other sources as indicated.
3. Comply with the local, state, and federal law; this includes compliance with both OSHA (Occupational Safety and Health Administration) and HIPAA Privacy regulations.
4. Notify a nearby hospital emergency room in advance.
5. Utilize standard "Registration and Consent Form". Utilize standard "Form for Recording" to record patient history, screening physical exam, and test results. These forms must comply with any applicable state and/or federal requirements. Regional Medical Director provides models from the USA Sai Medical Committee.
6. All services including testing and counseling are to be done FREE OF COST, keeping in view the principles and practices of the SATHYA SAI ORGANIZATION.
7. Establish a mechanism for proper follow-up and care for those who need further medical attention. Referral to local free clinics or local community clinics is preferred. If none are available, then this should be done with the help of local clinics, hospitals and physicians.
8. Collect and maintain the data collected at the campsite with documentation of counseling and proper referral. This information should be kept for a minimum of seven years and storage of these records must comply with HIPAA regulations.



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9. Waste disposal of materials from the campsite must comply with OSHA regulations.
10. Comply with strict HIPPA Privacy regulations for all medical camp activities.
11. While filming the medical camps with video and still photography, only a designated film crew appointed and approved by the Medical Camp Physician in Charge after consultation with the Regional President and/or the Regional Medical Director of the Sathya Sai Organization should do the filming of the event. No one else should use any kind of camera (including cameras in the cell phones) or video or other forms of filming (e.g. iPad) at the campsite.
 - o We need to get the waiver for the filming or photography from the participants, and the language of the waiver (part of the Consent Form) should be the following: *"I understand that the activities of this medical camp may be filmed or photographed and that such films or photographs may contain my picture or likeness. I further understand that such films or photographs may be used for various purposes including films and publications for non-commercial purposes. I understand that I have a right of privacy and a right of physician/patient privilege. I expressly authorize the filming or photographing of my person or likeness for usages including but not limited to films or published articles."*
12. We should all remember the following basic guidelines given by Bhagawan Sri Sathya Sai Baba while doing these projects: Quality of service is more important than the quantity. Keeping the resources in view, we should do service with the highest professional standards, humility and love. We should also remind ourselves that service to man is service to God.

C. Medical Camp Physician-in-Charge Responsibilities:

1. Notify the Regional Medical Director a minimum of 8 weeks in advance of the camp.
2. Facilitate recruitment of required physicians and ancillary personnel.
3. Assure that the Guidelines for Sai Medical Camps are followed.
4. Responsibility for organizing, supervising, and ensuring proper emergency contact, free or low cost follow-ups, and compliance with local, state, and federal laws.
5. Verify that all licensed medical professionals (such as doctors, nurses, laboratory and radiology technicians, etc.) have the following prior to the day of the camp:
 - a. Professional License for medical professional (MD, DO, NP, PA, RN) in the state where the camp is being held.
 - ❖ A copy of the Professional License should be kept in file at the camp.
6. All doctors should also have the following in addition to the professional medical license:
 - a. Each physician should practice within the scope of his or her specialty. (based on their licensure and board certification).
 - b. All physicians who will be seeing patients, diagnosing and discussing results, and providing any form of medical advice in the capacity of a physician, including advice on diet and exercise, should have their own malpractice coverage (Professional Liability) to participate in medical camps (Health



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Screening camps). *A copy of the malpractice coverage statement (Professional Liability) should be kept in file at the camp.*

All medical providers should be advised that they do have exposure to malpractice suits by participating in medical camps. Exposure is low, however it is not zero and if it does occur, the claim could be very costly and physician would be personally responsible, if they do not carry professional liability insurance for the medical camp.

Physicians who will be seeing patients, reviewing labs, and providing medical advice should check with their place of work (hospital/university setting or private practice) whether their malpractice coverage will cover medical camps.

- ❖ If physicians do not have malpractice coverage for medical camps (Health Screening camps) through their practice or work setting, they are advised to obtain such coverage (individual coverage) to be able to participate in the medical camp.

For those who work in a hospital/university setting, the institution may not provide malpractice coverage for medical camps (Health Screening camps) conducted by another organization. Physicians might be able to petition to their Board of Directors to obtain coverage for their volunteer work in medical camps (Health Screening camps).

7. Obtain and retain copy of the License for all participating medical personnel, and if requested, provide copies of this information to the Regional Medical Director.
 - a. If another agency or hospital-based team is participating and providing their services, it is recommended that they be requested to provide copies of their liability/malpractice coverage.
 8. Must assure general liability insurance for the date and location of the camp.
 9. Summary Report for Camp must be sent to the following individuals within 10 days of conclusion of Medical Camp.
 - A) Regional Medical Director
 - B) Regional President
 - C) Dr. Hari Conjeevaram, Vice-Chairman, USA Medical Committee, email: hconjeev@hotmail.com
 - D) Dr. Joe Phaneuf, Chairman, USA Medical Committee, email: joephaneuf@yahoo.com
- Once the report is reviewed and finalized to make sure all required information is available, a copy of the final report will also be sent to Dr. Narendranath Reddy, Chairman, International Medical Committee of the Sathya Sai Organization.
10. This summary of the medical services provided shall include:
 - a. Date and location of the Medical Camp
 - b. Services provided
 - c. Total number of patients seen



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- d. Total number of medical doctors and other medical professionals
 - e. Total number of non-medical volunteers
 - f. Physician in Charge of medical camp
 - g. Short narrative summary in addition to above statistics
 - h. Pictures of the service being performed, if possible. If the pictures are imbedded in the narrative report, please send JPEG files of all pictures separately. We need JPEG files for all pictures taken.
11. It is understood that these guidelines are only a roadmap and may be subject to modification. The USA Medical Committee and the Sri Sathya Sai International Medical Committee of the Sathya Sai Organization will review these periodically for suggestions and improvements.
- If clarification of these guidelines is required, consult with the Regional Medical Director. The Regional Medical Director will consult with the USA Medical Committee Chairman as needed. If any further clarification is needed, the Chairman of the USA Medical Committee will consult the Chairman of the Sri Sathya Sai International Medical Committee of the Sathya Sai Organization.

D. Regional Medical Director Responsibilities for each Medical Camp:

1. Assist Camp Physician-in-Charge to assure compliance with USA Medical Camp Guidelines. This involves being involved with planning of all Medical Camps (Health Screening Camps) at least 8 weeks in advance.
2. Assure current license and liability insurance (professional liability/malpractice coverage) is in place for each health practitioner at the Medical Camp.
3. Provide standard:
 - a. Patient Registration and Consent Form
 - b. Patient Clinical Information Form (History, Physical Examination, Laboratory Tests).
4. Review all documents including all forms of advertisement (e.g., flyers used to advertise the event) to make sure the content in these documents is in line with guidelines of the Sathya Sai Organization.
5. Monitor compliance with Medical Camp Summary Report guidelines "Report due within 10 days of Medical Camp or Medical clinic".