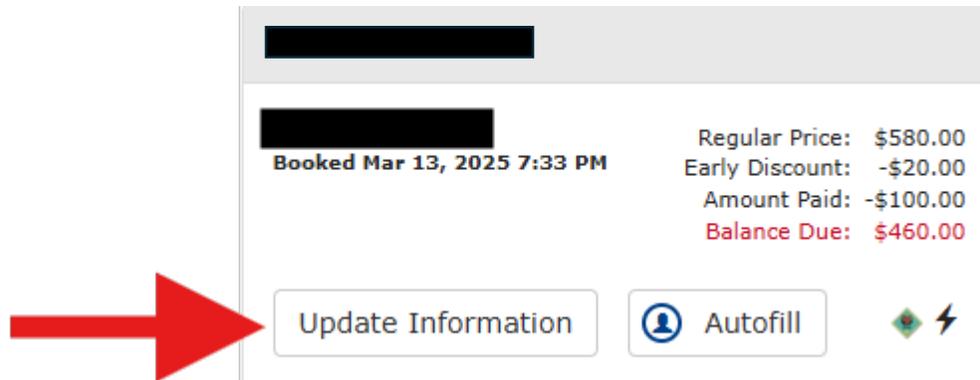


## Setting up a Camp Doc Profile and Invite within Black Pug

1. Once you have selected a youth that will be attending camp, be sure to complete the registration by completing any information that is missing, often times the “Link to Camp Doc is not completed. Click on “Update Information”:



If you selected “Autofill”, most of the information has been populated except for the “Link to Camp Doc”, which you will need to complete.

CampDoc Email **CampDoc**

This camp is using CampDoc electronic health records in place of the traditional Boy Scouts of America medical form. CampDoc will automatically create a profile for each camp participant to allow parents and adult participants to create their electronic health records.

Click the “Link to CampDoc” button to enter your profile information.



CampDoc Completeness

2. As it relates to “Link to CampDoc”. We recommend that you complete this section after ***March 31<sup>st</sup>***. Once you click on this link you will only need to fill in “CampDoc User Account Email” unless other information has not been auto populated. **For this field you will enter the Parent/Guardian email address.** Once you have entered this information, click on “Save”. This will automatically send an email to the parent with an invite to CampDoc. Note percentage complete should now appear within your registration for each attendee that you have completed this section for.

CampDoc Profile ⓧ

Cub Scout Youth

ⓧ First Name

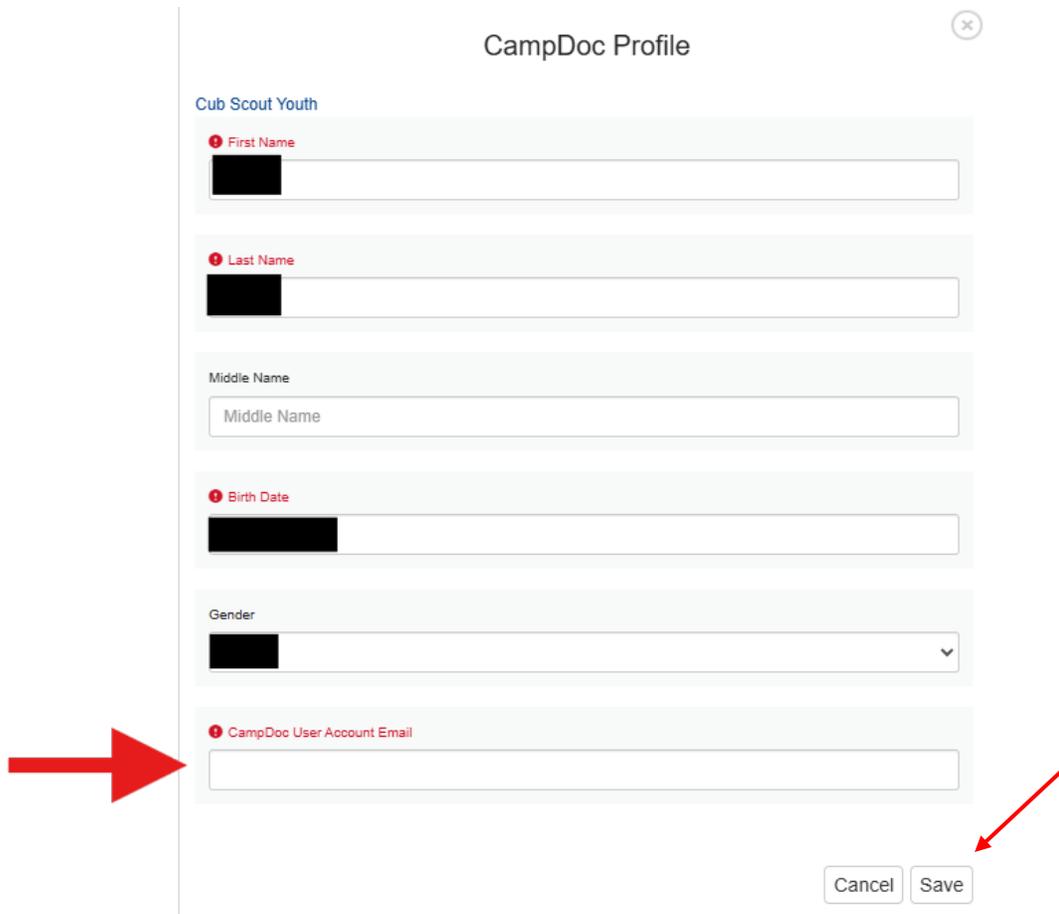
ⓧ Last Name

Middle Name

ⓧ Birth Date

Gender

ⓧ CampDoc User Account Email

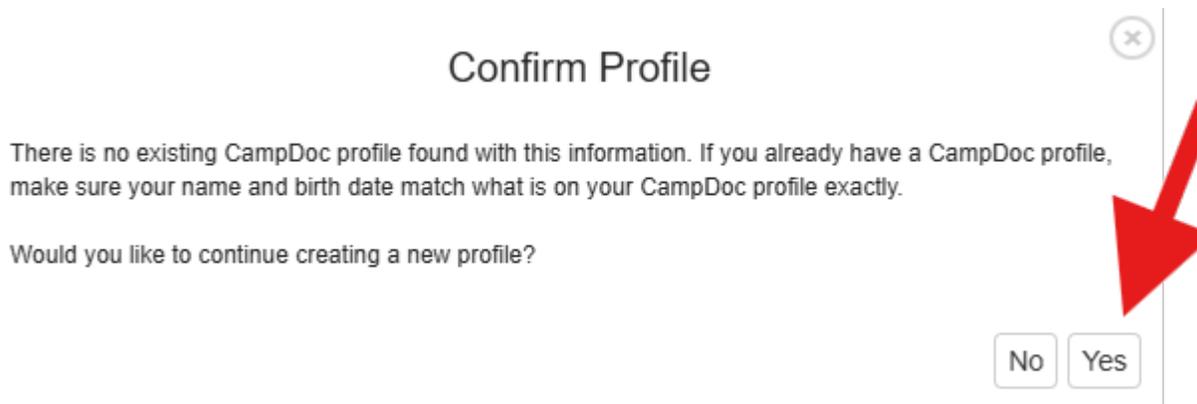


If you receive the following message after clicking “Save”, click on “Yes”

Confirm Profile ⓧ

There is no existing CampDoc profile found with this information. If you already have a CampDoc profile, make sure your name and birth date match what is on your CampDoc profile exactly.

Would you like to continue creating a new profile?



In all cases Parents should check their Spam folder in case the invite to Camp Doc is sent there vs. their safe email.