



Patriots' Path Council is now using CampDoc to collect Scouting America Annual Health and Medical Records electronically.

See below for instructions on how to complete a CampDoc profile.

1

When you register for summer camp in 2025, you will notice a new orange "Link to CampDoc" button. Please click on it!

2

The information for the scout or adult being registered will populate the pop-up window EXCEPT for your email address. Please add your valid email address to that information field. Please ensure that you use the same spelling and email for all event registrations.

3

After you complete this step, click on the next button "Please check this box to confirm that you have entered a valid email into CampDoc - Scouting America Annual Health and Medical Records ".
YOU WILL NOT BE ABLE TO CHECK OUT WITHOUT COMPLETING THESE STEPS.

4

Finalize your camp payment. You will not receive a CampDoc link until checkout is complete.

5

You will receive an email from CampDoc. Please use that link to either create a new account or link your summer camp account to your existing CampDoc account.

6

*Troop summer camp coordinators will be able to monitor registrants progress via their BlackPug registration if CampDoc is complete. Scouts attending camp with their unit will be able to print their complete record.

7

See attached for FAQs.

CampDoc



CampDoc

Frequently Asked Questions

At the Jersey 360 Jamboree in 2024, Patriots' Path Council began using CampDoc to collect Scouting America Annual Health and Medical Records electronically. This will help our event and health staff organize, retrieve, and utilize important health information at council run events. CampDoc is used by many councils within Scouting America. It was also utilized at the most recent Order of the Arrow National Conference. Below you will find answers to the most common questions regarding CampDoc.

1 **Q: Is the information collected through CampDoc different than the paper form?**

A: The information collected is the same as the information collected on the paper form.

2 **Q: Do we ever need to use the paper form again?**

A: Yes, you will always need to take a paper copy of Part C to the doctor for them to complete. Doctors do not enter any information into CampDoc. They fill out the paper Part C form and you will scan and upload Part C to CampDoc for events that require Part C. Filling out Parts A and B of the Scouting America Annual Health and Medical Record ahead of time on paper can help enter the information on CampDoc quicker.

3 **Q: What events require Parts A, B & C vs. just Parts A & B?**

A: Events lasting less than 72 hours only require Parts A & B. Events lasting longer than 72 hours also require Parts A, B, & C. The 72 hours do not need to be consecutive. Events in BlackPug, our event and registration system, are programmed to require the proper parts to be complete. For an event less than 72 hours CampDoc will not ask you to upload Part C.

4 **Q: Is CampDoc required for unit organized events?**

A: No. CampDoc profiles are only required for council-run events. Units should continue to utilize copies of the paper form.

5

Q: Can you print your profile from CampDoc?

A: Yes! Go to the Health Profile tab in your CampDoc profile and click print on the right side of the page. It will look different from the Scouting America form, but it will contain the same information.

6

Q: I filled out my registration but have not received the email from CampDoc. Why?

A: If you have not “Checked Out”, you will NOT receive an email from CampDoc. You must complete your registration by going through the Check Out and receive a “Registration Confirmation” email from 247.Scouting for the event. If all the information in the registration is correct, all registered participants will receive the CampDoc email.

7

Q: We registered for an event in BlackPug that requires the medical form, but we have received nothing from CampDoc.

A: It is likely that when registering for the event the registration was not linked to CampDoc. You can access your Black Pug Registration by going to the confirmation email for the event sent by 247.scouting. To link a BlackPug event registration to CampDoc go your BlackPug registration and click on update information. That will bring you to an Update Information For [Your Name]. Scroll down until you see an orange “Link to CampDoc” button.

Click on the orange “Link to CampDoc” button; this will bring up a pop-up window.

Continued on next page.

8

CampDoc Profile

Scout

Unlock Fields

First Name

Last Name

Middle Name

Birth Date

Gender

Male

CampDoc User Account Email

Confirm all the information is correct, ESPECIALLY the CampDoc User Account E-mail.

You must enter the parent/guardian e-mail, or the participant e-mail for those over 18, to receive a CampDoc email that will get you started on your CampDoc profile.

9

Q: Is my information secure on CampDoc?

A: CampDoc prioritizes the protection of your health information by adhering to best practices and being fully HIPAA-compliant, ensuring it meets rigorous standards for data security. The software uses advanced encryption to safeguard your information both during transmission and while it's stored. Regular security audits and updates are conducted to address potential vulnerabilities. CampDoc also features role-based access controls to limit access to sensitive data to authorized users only, and it offers two-factor authentication for enhanced security. Additionally, users receive ongoing training and support to help maintain security. For details related to how your data is managed, CampDoc **Privacy Policy** provides comprehensive information.

10 **Q: Who has access to my information in CampDoc?**

A: Patriots' Path Council administration, event leadership and health staff have access to your information. Basically, the same people who could have access to the paper health forms in the past.

11 **Q: I already filled out a CampDoc Profile for a previous Patriots' Path Council event, will that information be available for future events?**

A: Yes, once you are registered for the event, your profile will be added to that event in CampDoc and be viewable to the approved event leadership and health staff. This is why it is important to enter the same information for your name, birthdate and email address when registering for council events. If you enter Jim for one registration and James for another that will create a new profile. If your email address has changed, please update it in CampDoc before changing it in an event registration. If you feel this has happened, e-mail **David.Kopsa@Scouting.org** and we can merge the profiles and eliminate the duplicate profile.

12 **Q: We have gone to an event with another council that used CampDoc will our profile transfer to Patriot's Path Council events?**

A: No. Each council's CampDoc account is separate from other councils and the national council's account.

13 **Q: I already filled out a CampDoc profile previously, but when I go to CampDoc for a new event I have registered for, none of my information is there?**

A: Then you have likely entered different information from your previous profile. Please e-mail David.Kopsa@Scouting.org and we can merge the profiles.

Q: My profile was completed at 100% for the last event I attended but I registered for a new event, and it says I'm at 0% and it is not a duplicate profile.

A: Once a year previously completed profiles will be required to be reviewed and updated if necessary. The information still exists, and you won't have to reenter the data you just need to review and update any information that has changed. The red dots next to each section mean that you need to review and confirm the information. Go into each section and when you get to the bottom of each section you will see a button that says, "Confirm Information." Once each section is reviewed and Confirmed the profile will be back at 100%

● A - Informed Consent, Release Agreement, and Authorization

● A - Authorized Adults to Transport

● B - Participant Information

● B - Emergency Contacts

● B - Insurance

● B - Health History

● B - Diet Restrictions

● B - Allergies

● B - Medications

● B - Over the Counter Medications

● B - Immunizations

I have reviewed the above information, made any necessary changes, and confirm that it is up-to-date to the best of my knowledge.

CONFIRM INFORMATION

15 Q: I'm an adult and I no longer have a copy of my immunization record. How do I fill out the immunization portion of my CampDoc profile?

A: For adults we understand that many don't have the records anymore. There is an option to enter information manually for immunizations. Next to the "Scan and Upload" tab in the immunization section, click on the "Manual Entry" tab. We ask adults to do their best on the date/year and if it was an immunization that you didn't receive you can just mark Not Received. If you didn't receive a vaccination, you'll still be able to get to 100% completion for your CampDoc profile. We just want to know if you did or did not receive it.

16

The screenshot shows the 'Manual Entry' tab of the CampDoc immunization section. It includes a file upload area for scanned records, a section for the 'Approximate Date of Last Tetanus Shot' with dropdowns for month, day, and year, and a 'Yes/No' toggle for 'Is the participant fully immunized?'. Below this, there are three specific immunization sections: 'Tetanus Booster (Tdap)', 'Seasonal Influenza', and 'Haemophilus influenzae type B (Hib)'. Each section has a 'Dose 1' entry with month, day, and year dropdowns, a 'Not received' checkbox, and a text box for reasons if not received.

Manual Entry Scan and Upload

* Upload Scanned Immunization Records

Drag Files Here or Click to Upload
Permitted file types: PDF, JPG, GIF, PNG
Maximum file size: 5MB

* Approximate Date of Last Tetanus Shot

Jun 8 2021

* Is the participant fully immunized?

Yes No

Manual Entry Scan and Upload

Tetanus Booster (Tdap)

Dose 1 Jun 8 2021 ☐ Not received

Seasonal Influenza

Dose 1 Month Day Year ☒ Not received

* Why has this not been received?

have not taken at this time

Haemophilus influenzae type B (Hib)

Dose 1 Month Day Year ☐ Not received

17

Q: When I log in it says my password is incorrect. I reset the password, and it still won't let me access the profile?

A: This is an issue that needs to be fixed by CampDoc support, they can be reached at: 734-619-8300 or **support@campdoc.com**. Unfortunately, it's one that we can't fix at the council. CampDoc has been very responsive and will be able to help you quickly.

For additional questions contact:

David Kopsa | Director of Camping and Properties
SCOUTING AMERICA
Patriots' Path Council
P 973.765.9322 x223
David.Kopsa@Scouting.org

