

October 30, 2019

Dear Scouts and Scouters,

It is hard to believe that it is already the beginning of November. Fall is in the air and the time has come to begin considering preparation for summer camp in earnest. I am excited for the upcoming summer camping season and am looking forward to seeing old friends and making new friends at Camp Wilderness.

For the past couple of years we have offered a program that allowed units to forward completed Boy Scout Annual Health and Medical Records to Camp Wilderness prior to the unit's arrival date (21 days prior to your camp date). The idea behind this program was to help alleviate the stress on campers, leaders, parents and health lodge staff caused by incomplete or missing health forms. By forwarding copies of the forms to camp ahead of time, my staff has the opportunity to review the forms and if deficiencies are noted contact the unit leader prior to their departure for camp in an effort to resolve the issue. This has been very successful. Not only is it able to relieve a lot of stress associated with the forms, but also helps to speed up the check in process at the health lodge. Each year the number of units participating in the program has increased. I would highly encourage every unit to consider participating in the program as we believe it truly will make your arrival process at camp a lot less stressful and allow you as leaders to focus more on other parts of the arrival process.

Submission of health forms is simple. Attached to this letter you will find a procedure to follow, a roster to complete, and guide to help you to review your unit's health forms to catch errors prior to submission. If you have questions or concerns, please feel free to contact me either via email at tom.barry@scouting.org or by phone at 701.499.0643.

Yours In Scouting

Tom Barry
Reservation Director
Camp Wilderness, BSA

Procedure for Submission of Health Forms

1. Collect copies of completed health forms from participants and adults. It is suggested that two copies should be collected, one to be forwarded to Camp Wilderness and another to be carried with the unit to camp. Remember, only copies should be collected. Participants should retain the original for their own records.
2. Unit leader reviews the completed health forms to assure they contain all required information, including immunization dates and participant and healthcare provider signatures. Additionally forms should be checked for validity. Remember the health form is valid for one year expiring on the last day of the month in which it was signed. For example a form signed on 7/5/2018 would be valid through 7/31/2019. Here is the link to the most current form: http://www.scouting.org/filestore/HealthSafety/pdf/680-001_ABC.pdf. If deficiencies are noted, the form should be returned to the participant or parents for correction.
3. Complete the Camp Wilderness Health Form Submission Roster.
4. Mail completed copies with roster at least 21 days prior to your departure for camp to:

Camp Health Officer
Camp Wilderness
29984 Journey Trail
Park Rapids, MN 56470

5. Forms must be submitted to the address shown above. Forms sent to Council Offices will be returned to the sender. **NO FAX or E-MAILED FORMS WILL BE ACCEPTED.** Camp Wilderness and the Northern Lights Council does not accept any responsibility for any missing or lost forms sent through the mail. It would be suggested the unit submit the forms using a traceable method.
6. Bring second copy with unit to camp.

Camp Wilderness Health Form Completion Checklist

This checklist is intended to assist unit leaders in assuring the Annual BSA Health and Medical Record form is complete before presenting at summer camp. The most current form can be found at http://www.scouting.org/filestore/HealthSafety/pdf/680-001_ABC.pdf. Encourage the scout/scouters/parents to complete the fillable pdf, print the form, and save a copy for future use. Please take a moment to review forms and check against this list.

Part A

Appropriate boxes checked for Informed Consent and Talent Release

For youth, at least one adult must be listed as authorized to take youth to and from event. Usually would be trip leader

Participants signature (youth and adult should sign form) and date

Parent/Guardian's signature and date

Part B

Name	Date of Birth	Age
Address	Grade Completed (for youth)	
Unit Leader	Council Name	Unit Number
Insurance Co	Insurance Number	Card Copy if applicable

Emergency contact information to include at least one phone number

Health History section completed

Allergy Information completed

Immunization section completed- **Dates must be written on this form.** "up to date" is not acceptable. Tetanus Date must be within 10 years of date camp begins. If claiming an exemption to immunizations, exemption form must be attached. In the past, many forms have had immunization records attached. This is helpful, but you can help to speed up the review process by writing the dates of the immunizations in the appropriate spots on the health form.

Medication section completed for all medications to be taken at camp. If parents wish to allow camp to administer over the counter medications such as acetaminophen, ibuprofen, etc. the parent should sign the section allowing for medication administration.

Part C

Information completed by healthcare provider. No attached school or sports physicals accepted

Restrictions section must show restrictions or the word NONE

Provider information complete

Provider Signature, form must be signed by an Physician (MD or DO), Nurse Practitioner or Physician Assistant. In accordance with National BSA policy, **Chiropractors may not sign health forms.**

Date must be within 12 calendar months of your date for camp.