

NYLT FORMS AND DOCUMENTS

Following is a list of attachments with descriptions on what should be done with them. The first group are documents for your use. Next is the NYLT Required Information form. See the specifics below on the disposition of this document. The BSA Medical form requires a doctor's signature so it must be filled out prior to course arrival. The last group of documents requires parent signatures. If participants are car-pooling, please make sure that parent signatures are on these documents. Questions should be emailed to colbsa.nylt@gmail.com.

DOCUMENTS FOR YOUR FILES (no need to return)

1. Welcome Letter – this provides an overview of the course for the participant and parent
2. Course Logistics – **This page provides all of the logistics you should need to get to the course on time and return to bring your child home, along with all pertinent contact information.** Hang this page on your fridge or other information center in your house.
3. Packing List – This document is the participant's equipment list. Check off the items as they are packed.
4. Frequently Asked Questions and Rubric – as the title suggests, these questions come up on virtually all courses. Attached to this document is the rubric that will be used to generate the Final Course Assessment to be provided following the course.

DOCUMENT TO BE FILLED OUT AND SIGNED BY A DOCTOR PRIOR TO CHECK-IN

5. Medical Form - Attached is the newest version; your medical form for use at Summer Camp or other high-adventure activity is acceptable for NYLT provided it is complete, signed by a doctor, is dated within one year of the NYLT course end date. **Because a doctor's signature is required, this is not a form that can be filled out on site during check-in.** We don't need the original so scan/copy and bring that to us. There are no height/weight restrictions.

DOCUMENTS THAT CAN BE COMPLETED AT CHECK-IN

These documents are brought to check-in; if carpooling make sure documents are signed by a parent.

6. NYLT Commitment Form – the participant and a parent must sign this form indicating their understanding of the rules and requirements of this course. If not already provided, unit leader information must be provided.
7. Drug Admin Record – This must be completed **even if the participant does not currently take any prescription medications.** Our Medical Officer is not able to dispense any over the counter product without this being completed and signed. Also note that all medications brought to camp by youth must be turned over to the Medical Officer upon arrival. Any concerns or issues with this requirement can be discussed with the Medical Officer during check-in. Complete and return this form now – you'll have an opportunity to update it during check-in.
8. Allergy Action Plan – If you have a severe health issue (whether food related or not) for which your doctor has recommended an Action Plan, please have the doctor complete this form. Severe health issues could include such things as allergies or asthma where you could need additional care. All participants must provide this form; if it does not pertain to you put an initial under "Not Applicable" in the upper right corner of the form and sign the bottom.
9. NYLT GVH – Grandview Hospital Release Form – this is the Hospital that will treat any emergency issues at Musser SR; this form allows treatment to start, even prior to the parent's arrival.

We have tried to eliminate redundancy of information requests across all of these forms, but it was not always possible – especially with the medical forms. Sorry for the inconvenience, but they all need to be filled out completely.