



2024 Summer Camp Check-In Checklist

Arrival/Check-In Time

It is important you arrive at your designated check-in time. You may view this by clicking on “Update Registration” under Registration Contact in your registration. Scroll down to view your arrival/check-in time. Your time is confirmed even if it states Sold out.

Unit Paperwork

- **Unit Roster** downloaded from [My Scouting.org](https://my.scouting.org) with the names of all attendees highlighted. All attendees must be current members of the BSA and listed on your official roster. The unit roster may be obtained from your Key 3.
- **Hazardous Weather Training (SCO-800) certificate** for at least one leader who will be present every day (good for two years). You may provide more than one leader’s certificate. Complete the training online at my.scouting.org.
- **Unit Swim Test Verification Forms** (if completing swim tests before arriving at camp).
https://scoutingevent.com/Download/57157566/OR/Circle_Ten_Swim_Check_Policy_and_Form.pdf
- *Non-Circle Ten Council / Out of Council Units only:* One copy of your **council insurance claim form** (Certificate of Insurance form). This is obtained from your local Council service center.

Attendee Paperwork (for EACH youth and adult at camp)

- Complete **Annual Health and Medical Record (parts A, B & C)**. Part C must be completed by a certified and licensed physicians (MD, DO), nurse practitioners, or physician assistants.
https://filestore.scouting.org/filestore/HealthSafety/pdf/680-001_ABC.pdf
- **Photocopy of shot records** (if not filled out on Annual Health and Medical Record part B)
- Photocopy of **proof of medical insurance**

Adult Paperwork (for ALL adults attending camp)

- Completed **Adult In-Camp Compliance Form**
https://scoutingevent.com/Download/57144265/OR/Adult_in_Camp_State_Compliance.pdf
- Copy of current **Youth Protection Training certificate**. Complete this training at my.scouting.org.