



BOY SCOUTS
OF AMERICA®

PATHWAY TO THE ROCKIES



Colorado Camps Medical Forms Guide



2022

PATHWAYTOTHEROCKIES.ORG



Dear Scouters & parents,

Thank you for choosing to attend a Pathway to the Rockies Council summer camp. We are excited to have you join us for this upcoming season. We are confident that your summer will be a memorable one.

Scout camp in Colorado is a little different than other places in the United States. We are considered a childcare facility under state law and have additional guidelines and regulations that we must follow to maintain our license. Much of these requirements are handled behind the scenes, however there are a few that directly impact your preparation to attend camp. This guide is intended to provide greater clarity regarding these expectations.

We have made a concerted effort over the past several months to streamline this process by condensing forms and creating an express check-in. Not only will these changes cut down on confusion, but they will also make your arrival experience much more enjoyable.

If you have any questions regarding medical forms, please contact our office as soon as possible so that we may help eliminate any confusion.

We look forward to seeing you at camp this summer!

Pathway to the Rockies Council Staff
Colorado Springs, CO

About This Guide

This guide is intended to be a resource to help units communicate state-required forms and procedures for completing medical forms. These requirements are strict and must be adhered to so that our camp can maintain its license. It is essential that if you need more information regarding a form or procedure, you contact our office immediately to address it not only for your unit but potentially others as well.

Be Advised!

Requirements could change at any time between the release of this guide and when you arrive for summer camp. The requirements currently listed in this guide are the most up-to-date information we now have. Any changes to these requirements will be updated and shared through email.

Submitting Medical Forms

The state of Colorado requires that original copies of medical forms arrive at our office no later than two weeks (14 days) before the first day of your camp session. These must be mailed via a primary package carrier. Below are the final dates for each camp session that your medical forms must arrive at our office.

2022 Season	
First Day of Session	Forms Must Arrive By
June 5	May 20
June 12	May 27
June 19	June 3
June 26	June 10
July 3	June 17
July 10	June 24
July 17	July 1
July 24	July 8

All forms must be mailed to our office. If you are attending Camp Alexander & the Outback High Adventure, please send forms to our office in Colorado Springs, CO. If you are attending San Isabel Scout Ranch & Rocky Mountain High Adventure Base, please send forms to our office in Pueblo, CO. Packages can be lost if shipped directly to camp.

Pathway to the Rockies Council Headquarters
PO Box 7710
Colorado Springs, CO 80933

Estes Scout Service Center & Scout Shop
411 South Pueblo Boulevard
Pueblo, CO 81005

Required Forms



For those who have attended a summer camp before, gathering paperwork is an expected part of the process. Being that Colorado has listed summer camps as a childcare facility, this adds a few extra steps of which you need to be aware. The following are required forms for youth as well as adults. Not all forms are required for adults. Each form is labeled as to whom it applies. Be sure to look at each form not to miss a form or add extra work. To access the form, click the title of each form; this will link you to the appropriate webpage.

BSA Colorado Camp Medical Forms

This document combines five documents into a single PDF. We recommend that unit leaders share this document with the parents of Scouts attending camp this summer. The following documents are included in this single PDF:

- [Annual Health and Medical Record](#)
- [Copy of Health Insurance Card](#)
- [Colorado Certificate of Immunization](#)
- Colorado Addendum including:
 - [Parent / Guardian Contact Information](#)
 - [Authorized Persons Information](#)
 - [Sunscreen Permission](#)

Subsequently, explanations on how to complete each section of this PDF can be found.

Annual Health and Medical Record (AHMR)

Youth and Adults

We are most familiar with this form as it is the same form that we must complete and turn in for most Scouting activities. There are three parts to this form. All three are required to attend camp. Please complete this form digitally and then print it out when possible. This will help most legibility issues as our camp medic must read through every participant's medical form.

Part A must be completed by the participant or a parent/guardian of the participant under the age of 18.

Part B1 can be completed by the participant or a parent/guardian if they are under the age of 18.



Part B2

Please pay close attention to these 3 parts that are highlighted in this section. The entire explanation of what must be signed is above.

List all medications currently used, including any over-the-counter medications.

Check here if no medications are routinely taken. If additional space is needed, please list on a separate sheet and attach.

Medication	Dose	Frequency	Reason

YES NO Non-prescription medication administration is authorized with these exceptions: _____

Administration of the above medications is approved for youth by: _____

Parent/guardian signature _____ MD/DO, NP, or PA signature (if your state requires signature) _____

Part B2 can be completed by the participant or a parent/guardian if they are under the age of 18 **save one required signature from a medical professional.**

This signature is required regardless of the medications listed. Individuals who have the following certifications are allowed to sign: MD, doctor of osteopathic medicine (DO), registered nurse practitioner (RNP), or physician assistant (PA-C). Signatures from chiropractic doctors and doctors of podiatric medicine (DPM) are not accepted. If there are no medications listed, please check the box above the table where you would list medications labeled "Check here is no medication is routinely taken." Regardless of whether medications are listed on the table, a parent/guardian signature is required below said table if the participant is under 18.

Part C must be completed by one of the following medical professionals: MD, doctor of osteopathic medicine (DO), registered nurse practitioner (RNP), or physician assistant (PA-C). The BSA no longer allows physical forms from other organizations; it must be Part C.

Once filled out, an AHMR is valid for 12 months.

Copy of Health Insurance Card

Youth and Adults

All those attending camp must submit a copy of their insurance card. This is needed in an emergency, and the participant is transported to a medical facility.

Colorado Certificate of Immunization

Youth Only

This document can confuse parents as it references this form submitted to the 'school.' As a reminder, camps in Colorado are considered childcare facilities and are subject to additional regulations. This document is used by both school and childcare facilities, thus explaining educational terms.

Parent / Guardian Contact

Information

Youth Only

This form is straightforward. With regards to the parent/guardian contact information, please fill it out completely so that in the case of an emergency, we can contact the appropriate individuals.

Authorized Persons Information

Youth Only

Occasionally the need arises for someone other than a parent or guardian to pick up a Scout from camp. In that case, the person must be listed on this form. This person should be someone other than a unit leader attending camp with the Scout.

Sunscreen Permission

Youth Only

Colorado is unique in that it also requires permission to allow the camp to supply sunscreen to youth participants. It also instructs that any sunscreen that is brought to camp must be labelled with the Scouts first and last name. Sharing of sunscreen is not permitted. Troops may not supply sunscreen to youth participants while at camp. If sunscreen is needed, it must be requested at the health lodge.

Additional Forms

The previously described forms are required by all participants (youth and adult, depending on they are labelled). Occasionally a Scout has extenuating circumstances that require an additional form. The following documents are those additional forms.

Permission for Medication

Administration

Youth Only

All youth participant medication, prescription and over the counter (OTC), can only be distributed by our camp health officer. This includes Tylenol, Claritin, and vitamins. More information regarding medication distribution at camp can be found here.

Contract to Carry

Youth Only

If a Scout needs to carry rescue medication such as an EpiPen or rescue inhaler, this form must be submitted. It requires several signatures, so it is important to take this document with you to your Scout's physical.

Required signatures include:

- Scout
- Parent
- Unit Leader
- Healthcare Provider
- Camp Health Officer (signed when Scout checks in at health lodge on first day of camp)

Dietary Restrictions

Youth and Adult

Any camp participant who has a dietary restriction, including allergies, should complete this form. This will notify our camp health officer as well as our head cook prior to your arrival of any adjustments that should be made to the menu for the week in which you plan to attend. Our kitchen will do their absolute best to accommodate anyone with dietary restrictions however, we also recognize that in many circumstances it makes more sense for an individual to bring their own food. If anyone in your unit falls into this category, please notify us so that we can plan to make space in our kitchen for the additional food.

Submitting Forms



How to Keep Forms Organized

As a way to better organize your tracking of all paperwork for camp, we have created the [Unit Camp Form Tracker](#). Please follow the instructions on that form as it will help you track all required forms for camp.

Submitting Forms

Must arrive at office no later than 14 days prior to first day of your camp session

State law requires that all forms must arrive at our office prior to camp. They must be sent via a carrier service such as USPS, UPS, or

FedEx. Please allow sufficient time for them to arrive. We highly recommend that you have them in hands of the carrier no later than 21 days prior to the first day of your camp session.

Do not staple, paperclip, or otherwise bind forms when submitting them.

Please mail all forms to the correct address listed in the [About This Guide](#) section.

When preparing to submit your forms, please organize them in the following order:

Submission Order

1. Unit Camp Form Tracker
2. Official unit roster printed
3. Scout medical forms (alphabetical order)
 - a. Anderson, John
 - i. Annual Health & Medical Record (AHMR or BSA medical form)
 - ii. Copy of health insurance card
 - iii. Colorado Certificate of Immunization
 - iv. Colorado Addendum including:
 1. Parent/guardian information
 2. Authorized persons information
 3. Sunscreen permission
 - v. Permission for Medication Administration (if applicable)
 - vi. Contract to Carry (if applicable)
 - b. Barton, Spencer
 - i. (Repeat order)
4. Adult medical forms (alphabetical order)
 - a. Carson, William
 - i. Annual Health & Medical Record (AHMR or BSA medical form)
 - b. Dalton, Roy
5. (Repeat order)