



BOY SCOUTS
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ROCKY MOUNTAIN COUNCIL



Colorado Camps Medical Forms Guide



2021

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Dear Scouters & parents,

Thank you for choosing to attend a Rocky Mountain 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!

Rocky Mountain Council Staff
Pueblo, 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 important that if that you need more information regarding a form or procedure that you contact our office immediately so that we can 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 that we currently 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 2 weeks (14 days) prior to the first day of your camp session. These must be mailed via a major package carrier. Below are the final dates for each camp session that your medical forms must arrive at our office.

2021 Season	
Week 1	May 28
Week 2	June 4
Week 3	June 11
Week 4	June 18
Week 5	June 25
Week 6	July 2
Week 7	July 9

All forms must be mailed to our office in Pueblo, CO. Packages can be lost if shipped directly to camp.

Required Forms



For those of us who have attend 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 labelled as to whom it applies. Be sure to look at each form so as to not 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.

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 3 parts to this form. All 3 are required to attend camp. When possible, please fill out this form digitally and then print it out. This will help most issues of legibility as our camp medic must read through every participant medical form.

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

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

Part B2 can be completed by the participant or a parent/guardian of the participant if they are under the age of 18 **save one required signature from a medical professional.** 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 labelled "Check here is no medication is routinely taken." Regardless of whether or not medication is listed on the table, a parent/guardian signature is required below said table if the participant is under the age of 18.

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

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

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

AHMR Addendum (Colorado Specific)

Youth Only

All youth participants are required to complete this secondary medical form. Many parents will see that some of the information requested on this form will have already been completed on the original AHMR. Both forms must be completed to their fullest extent, regardless of whether or not it is duplicated.

Emergency Contact & Sunscreen Permission

Youth Only

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

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 allowed. Troops may not supply sunscreen to youth participants while at camp. If sunscreen is needed, it must be requested at the health lodge.

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.

Dietary Restrictions

If Applicable, 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



Along with high expectations for completing health & medical forms to be able to attend summer camp in Colorado, you must follow specific instructions when it comes to submitting them.

How to Track Forms

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 this form as it will help you track all required forms for camp.

The Unit Camp Form Tracker should be printed and submitted with along with the rest of the health & medical forms.

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 no less than 14 days prior to your first day of 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.