



Please follow the steps listed below to complete the online health history and medical forms:

**Log In** - Go to [Camp-In-Touch](#) and log in using your e-mail address and password. If password has been forgotten, choose the option to re-set it. This email may go to a spam box, so please check this box as well. Scroll down to Forms Dashboards and click on "Forms & Documents". There are 4 components to ensure all your health information is complete.

**Health History** - When clicking to complete this form, returning campers should see that the fields are populated with the information submitted in prior years. Please review this information and make any necessary changes. New campers will need to input all their information. Make sure to carefully read the instructions; they will guide you through each step. If you are not able to complete the health history in one sitting, click "save for later" before exiting the form so that you do not lose information. After you have completed all of the sections in the online health history form, please click "submit." This is the most important part, as it will not come to us as complete until submit has been hit. ***Families that have already submitted their health history, please review again to ensure there have been no changes over the past year. THANK YOU!***

**Immunization** - You have three options for immunizations. You can either enter immunization dates on your health history; print a PDF form to fill in and mail back to camp or upload to your immunization file; or you can upload copy of an immunization card or medical record. ***Please note that we do not have easy access to immunization records from prior years, so a new immunization record is required every year for ALL campers (returning and new).*** If your camper is exempt from immunizations, please let me know and I will email you an exemption form to complete.

[Immunization Form](#)

**Parent Authorization** - Please print this form and **SIGN**. The parent authorization gives us permission to treat if your camp requires a visit to a doctor's office. You will also need to attach a copy of your insurance card (front and back). If you have a separate prescription card, please include a copy of this as well. This form can be uploaded into your file.

[Parent Authorization](#)

**Physician's Examination** - Each camper must have a physical within 12 months of her attendance at camp. If she has had one within this time period, you do not need to schedule an additional appointment, but her doctor still needs to sign-off that she has had an exam within the last 12 months and that she is able to attend camp. The Physician's Form is a PDF that can be printed; please have your child's doctor complete this form. ***If your school has a physical form for attendance or sports participation, you may submit a copy of this instead.*** If you submit a physical form that was not created by TAW, you may still upload it into the appropriate physical file.

[Physicians Examination](#)

**Uploading Documents** - In order to upload a file, simply print the document; complete it; scan the form and save it to your computer. Then, upload the file directly into CampInTouch under the appropriate form (an upload icon will be shown next to all documents for which this is possible). Once you have uploaded the form, a print icon will appear. However, you do not need to do anything further. We will print the completed document from your file at camp and mark your file as complete.

**Campanian App** - you may also use your Campanian App to complete forms and upload documentation. The Health History can be completed directly on your phone. Parent Authorization, Physical, and Immunization Records will need to be printed and completed prior to utilizing the Campanian App. Once logged into the Campanian App, you will click the menu box on the top left corner. Then click on forms. Choose your camper name. Then start uploading by scanning or taking a picture of your form. The Campanian App should walk you through this.