COLORADO WING ENCAMPMENT HEADQUARTERS
CIVIL AIR PATROL
UNITED STATES AIR FORCE AUXILIARY
19210 East Breckenridge Avenue, Stop 33
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14 May 2016

MEMORANDUM FOR COWG ENCAMPMENT PARTICIPANTS

FROM: ENCAMPMENT COMMANDER

SUBJECT: Medical Information Review During Encampment Check in.

1. This memorandum describes the rationale for conducting a medical information review for all encampment participants during check in.

2. The health and safety of cadets is of primary importance during encampment. Encampment staff will do everything possible to ensure that encampment is a fun ***and*** safe activity and to make special accommodations for medical conditions, when appropriate.

3. During in processing, encampment staff will conduct a final review of each cadet's medical information submitted on the encampment application. For cadets under age eighteen (18), we request that parent(s) or guardian(s) be present during the medical review. During this review, staff will inquire about any existing medical condition changes or any new medical conditions that have occurred since the encampment application was submitted. CAP regulations require that ***all*** pre-existing medical condition be disclosed prior to any activity. It is critical that encampment staff be aware, in advance, of any pre-existing conditions and any medical condition ***changes*** occurring since application submission. After arrival at encampment ***is not*** the appropriate time for disclosure. Since some medical conditions may require special accommodations, it is essential that applicants/parents disclose all conditions in advance. Staff uses the medical information on applications to determine if any cadets need special accommodations for their safety and welfare. Encampment staff cannot make accommodations if the requirements are not known.

4. CAP Regulations require participation in a certain percentage of all encampment activities in order to receive encampment credit and graduate. Failure to complete the specified percentage of encampment activities will result in no credit being given for encampment. Advance disclosure of pre-existing medical conditions allows encampment staff to evaluate a cadet's ability to participate, fully, before the no-refund date. ***As stated in paragraph 2, any medical condition that restricts participation requires a signed physician statement using CAP Form 162.***

5. Some medical conditions may be disqualifying. If a cadet arrives at encampment with an undisclosed, disqualifying, pre-existing condition, the cadet will not be allowed to in process. If an undisclosed pre-existing condition results in medical issues that limit participation during encampment, the cadet may be dismissed from encampment. If dismissal results from either situation, there will be no refund of encampment fees.

6. All medications (prescription and non-prescription), vitamins, herbal remedies, and over-the-counter (OTC) medications, **MUST** be packed separately in a clear plastic Ziploc bag. Cadets will bring any prescription, non-prescription medications, herbals, vitamins, or supplements to encampment only in the ***original containers*** in which the medication was dispensed or packaged. Prescription containers must contain the name of the prescribing physician, the name and telephone number of the dispensing pharmacy (if applicable), the name of the recipient of the prescription, and any other applicable dosing instructions. All other non-prescription

medications, herbals, vitamins and supplements must also contain dosing instructions and be labeled with the cadet's name.

7. During the in-processing medical review, those medications will be checked against the list of medications on the encampment application. For any cadet under age eighteen (18), any medications ***not listed*** on a cadet's application are ***not authorized*** and will be confiscated unless a parent is available to approve that medication.

8. CAP regulations require that all CAP members keep and administer their own medications. This requires that all members carry any medications that must be taken after meals or other times during the day so that they are available when needed. The same applies to oral inhalers or epinephrine pens. ***Cadets who are not mature enough to manage their medications, without assistance, should consider delaying encampment attendance until they are mature enough to do so.***

9. Any medical care that is necessary during encampment will be limited to first aid and stabilization. CAP Regulations prohibit any additional medical care by CAP members. Encampment staff cannot provide diagnostic care. Any injury or illness requiring more than first aid will be handled by a hospital emergency room visit. Every effort will be made to contact a cadet's parent(s) or guardian(s) using the telephone numbers provided on the application. Medical issues or emergencies requiring immediate attention will be handled by 911 calls. In these situations, parents will be notified as soon as possible. Any illness or injury requiring the use of a narcotic pain medication will be grounds for dismissal. These medications can affect motor skills and judgment and should only be taken while under the care of a family member or physician.

10. Any injury or illness that prevents a cadet's return to an acceptable level of participation within twenty-four (24) hours may result in dismissal from encampment and necessitate early pickup by parent(s). Encampment staff members are not available to supervise and/or care for cadets unable to participate to an acceptable extent after the twenty-four (24) hour time period has expired. Encampment command staff will evaluate cases on a case-by-case basis.

11. The Encampment Commander, after consultation with command staff, will make all final decisions concerning disqualification or dismissal from encampment.

12. The encampment email address is Encampment.COWG@comcast.net

FLOYD B. MCCORMICK, Lt. Col., CAP
Commander