## The Rivers School Summer Programs Instructions for uploading and completing health forms (Physical Form with Dated Immunizations, and Health History):

- 1. Log into your CampMinder Account
- 2. After logging in you will see a menu as shown in the picture below. Go to the "Forms Dashboard" then click on "Forms and Documents" link.

Online Community					
Check out our photo gallery!					
Cart Purchase prints and other great photo gifts!					
Forms Dashboard					
Complete forms online and print important documents.					
Your Camper					
Application   Fill out our online camper application.					
Camper Information Review and update the information we have on file for your children					
Your Family					
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3. The following menu will load.

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	Form	Due	Status		
÷	2021 Physician Medical Record Upload Instructions (489.55kb PDF)		Required	UPLOAD	<
+	Authorization to Administer Medication (123.57kb PDF)				
Ţ	Health History	06/28/2021	Due in 11 days		
₽	Application		Rcvd. Mar 17, 2021	PRINT	
₽	Camper Photo		Rcvd. Mar 14, 2021		
Form	ns & Documents for	Your Family			
	Form	Due	Status		
₽	Authorized Grown-Ups				

- 4. Be sure you have your child's latest physical form formatted as a .pdf file on your device.
- 5. Find the form <u>line</u> titled: "2021 Physician Medical Upload Instructions" then go to the far, right hand side of the window where you will see an upward arrow titled "Upload." Click on this arrow.

6. The following window will appear. Click on "Browse," then navigate to find your child's .pdf formatted physical form on your device. Once you select it, click "Upload." The form will be uploaded into the CampMinder portal and you will be returned to the "Forms and Documents" page.



7. Now click on the link titled "*Health History*" (see the picture below) and complete the information requested. Be sure you have your health insurance information with you to complete the form. As a final step you will be instructed to electronically sign the form. This is important as by signing you give the program permission to treat your child should they become sick or injured while in our care.

Photos   Cart			My Account   Help   Log Out				
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