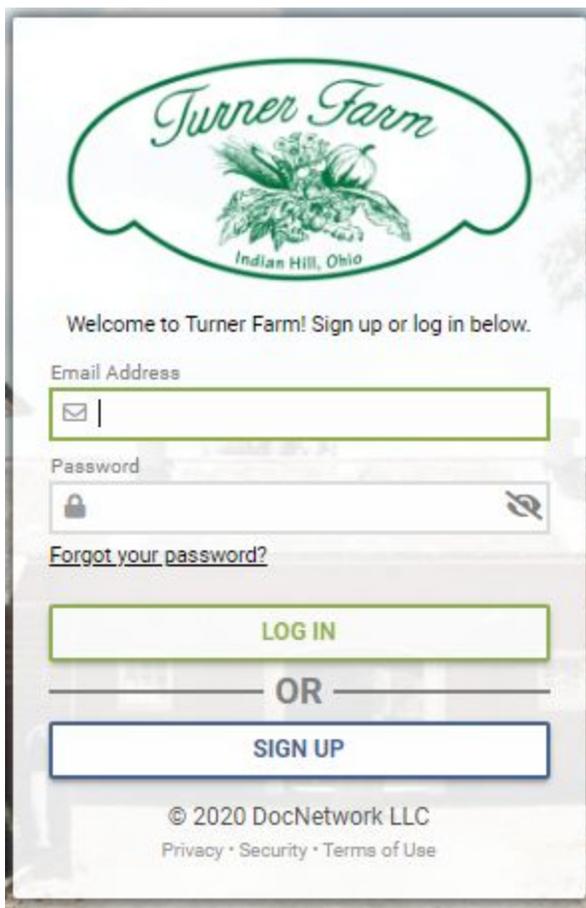**Turner Farm Summer Camp**
CampDoc Tutorial

This summer, Turner Farm is partnering with CampDoc to better serve our participants and staff. CampDoc offers an electronic health record system for camps, and you can now complete your participant's health information electronically.

The security and privacy of your participant's health information is important to us. The CampDoc site is secure, encrypted, and password protected. You can find additional information about CampDoc privacy and security information at www.docnetwork.org/security. Please note that CampDoc supports the current and previous major releases of Chrome, Firefox, Microsoft Edge, and Safari which provide improved security and performance for health information.

Click here to create your account today!

You will be prompted to sign-in... first, you will need to *create an account*. Select "Sign Up"

Enter an email you wish to have all camp correspondence sent to.

Then choose a password (password must contain at least one capital letter and at least one number)

Once logged in, enter information for your first participant (see image below)

*Required questions will be marked with an * and outlined in red.*

Then you will be prompted to enter YOUR information on the screen seen below.

Once that step is complete, you will be directed to the screen shown below. From this view, you are able to add more participants/ other children/ siblings if it is appropriate for your situation. To add additional children in your family, select the "New Participant" tab to the left.

This is where the process will **stop**...until the camp registration goes LIVE on Friday, February 7th at 9:00.

Once registration is live….select the child/ participant from the left-hand side> Select Registration icon in the middle of the screen. This will bring you to the screen pictured below.
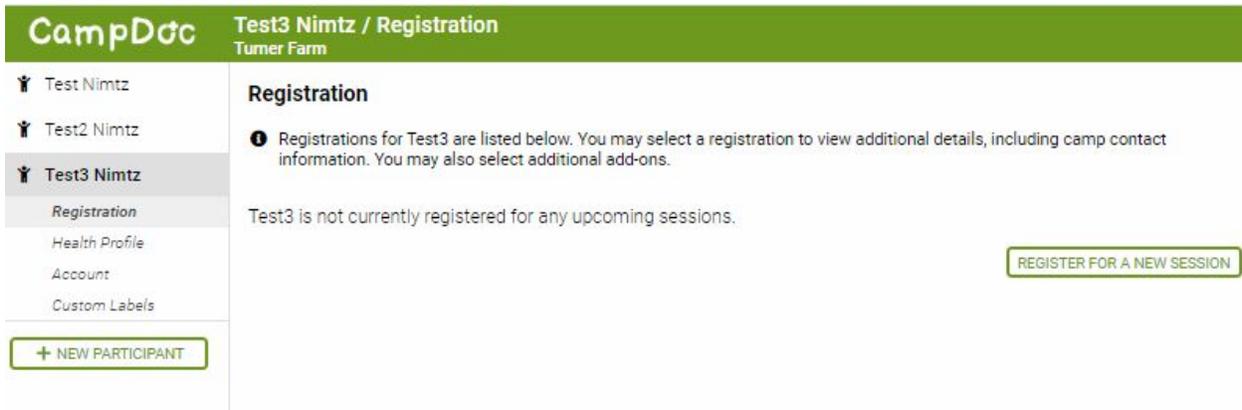
Select "Register for a New Session"….Given the child's age, the corresponding/ available camps will appear. Select the desired camp and follow the steps to complete the registration.

Select the camp or camps you would like to register this particular child for. You will then be prompted to select a t-shirt size and to make a payment. *Full payment is due at the time of registration.*

Please follow these steps for each participant/ child that will be attending the camps.

Once the child is registered, you may complete the Health Profile for each child.

Completion of the health information is not required to complete the registration, however, it is highly encouraged to be completed ASAP. If you chose not to complete this step at the time of registration, you will receive emails reminding you to complete this information in a timely manner.

If the uploading of documents is required, you can use any document on your computer, or, if you're on a phone/tablet, you can take a picture to upload the document.

Keep in mind that you can return to app.campdoc.com at any time to make updates to your participant's health information before your program begins. You can log in using the email address and password you previously created.

We're excited to let you know that your participant's health information will save from year-to-year, so once you complete it in CampDoc this season, you won't have to start from scratch next year.
If you choose not to complete your health info at the time of registration, CampDoc will send out periodic reminder emails for incomplete health information. These notifications come from campdoc.com, so please add this to your safe sender list to avoid accidental delivery to junk and spam folders. We don't want you to miss important notices about Turner Farm Summer Camp!

If you need further assistance in creating your account or with navigating your CampDoc account, you may go to support.campdoc.com at any time for assistance.

We are excited to continually improve, building safer, more productive and more efficient systems to create the best experience for you and your family!