

# Camp Doc Troop Onboarding Information

Troop Representatives have 2 types of access on Camp Doc Provider and Participant.

Use the **Participant** side of things to fill out the two profiles the *Troop Representative* has access to.

The two types of profiles are:

- Troop Profile - ex. Troop 1 Fun Friends Adventure
- Individual (Scout / Adult) Profile - ex. George Bucklin

The **Troop Profile** will ask for forms related to troop information (ie, Unit Behavior Plan, YPT Report, Pre-check in information, and final numbers attending for the season). This profile will also feature items like account balance and payments made to the account.

The **Individual Profile** is used by both Scouts and Adults – This is the standard BSA medical form information in form/fillable entry. Part C can be uploaded as a scanned document, or a picture upload.

The **Provider** side of things has a great number of features that we will continually provide information on (these resources can be found on [www.yawgoog.org/campdoc](http://www.yawgoog.org/campdoc)). At this stage we want to give everyone access, fill out the health forms and other troop forms, and then we will be able to provide useful tools progressing through the spring season.

## Resources

There are two helpful videos located on [www.yawgoog.org/campdoc](http://www.yawgoog.org/campdoc) that will guide you how to navigate your profile, show you how to upload your roster, as well as a pdf to help onboard scouts/adults after you have uploaded your roster.

## FAQ

**Q:** Can I add other people to the troop profile so they can add in that information?

**A:** YES, if you need access someone you know needs access to the Troop Profile please ask in the form on the Yawgoog website. ([www.yawgoog.org/campdoc](http://www.yawgoog.org/campdoc)). (This also can apply to multiple parents can be added to a scouts profile to fill out forms)

**Q:** Why is this transition being made?

**A:** This will help units have access to more information about their troop payments, and be able to facilitate the medical forms into the 21<sup>st</sup> century, providing easier access for parents and troops.

**Q:** How will parents be informed that they have to do this?

**A:** When the roster is uploaded, the email addresses provided with give a notification to scouts and adults on the roster that they have a profile awaiting them. There is then a document called “How to Join / Navigate your Profile” on [www.yawgoog.org/campdoc](http://www.yawgoog.org/campdoc), which will help them with where to go.

**Q:** Can I upload my scouts individually?

**A:** Please only follow the roster upload (csv upload) to create profiles for your scouts. This will attach the registration to their profile. Otherwise it will not create a registration for them.