

Submit this form to Risk Management Services no less than one week prior to the start date of the camp. This form should be delivered to DAL1, Room 357 at 7300 University Hills Blvd, Dallas, Texas 75241, or emailed to Johnny.Bullock@unt.edu.

Verification Information:

YOUTH CAMP: _____

CAMP DIRECTOR: _____ **PHONE:** (_____) _____

The Camp Director must initial in the space provided beside each item listed below to indicate compliance with the item listed.

- 1) Youth Camp Guidelines have been reviewed and the youth camp is in compliance with all requirements _____
- 2) Youth Camp Information form has been submitted to Risk Management Services (RMS) _____
- 3) All Camp Staff have completed the Sexual Abuse and Child Molestation training and examination _____
- 4) All Camp Staff have completed the Criminal Background Check Form and completed forms have been submitted to RMS _____
- 5) A Certificate of Insurance has been obtained from any third party co-sponsoring organization and is on file with RMS if applicable _____
- 6) Appropriate insurance has been arranged through RMS _____
- 7) A Youth Camp Risk Assessment Worksheet has been completed and potential exposures resolved with RMS _____
- 8) All Camp Staff have received and reviewed the Youth Camp Behavioral Guidelines _____
- 9) All Camp Staff have received training in accordance with the Youth Camp Guidelines _____
- 10) A Medical Information and Release form has been obtained for each Camp Participant _____