



**HEADQUARTERS  
CIVIL AIR PATROL NORTH CAROLINA WING  
UNITED STATE AIR FORCE AUXILIARY**  
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20 February 2019

**MEMORANDUM FOR NCWG ENCAMPMENT CADET STAFF APPLICANTS**

**FROM: ENCAMPMENT COMMANDER**

**SUBJECT: Encampment Injury or Illness Policy**

1. The following policy applies to all CAP members attending encampment as student cadets or cadet staff.
2. In accordance with CAPR 52-16, Cadet Program Management, Paragraph 9-2.b., encampments will be conducted in accordance with CAP Pamphlet 52-24, Cadet Encampment Guide, which can be found on the CAP National Website. In addition, CAPR 52-16, paragraph 9-2.g. states that cadets must complete a minimum of 80% of the encampment requirements, in the judgment of the encampment commander, to receive graduation credit.
3. Participants must disclose, in the encampment application packet, all pre-existing physical, mental or medical conditions that restrict participation in any way. A signed physician's statement, using CAP Form 162, CAP Member Physical Exam Form, is required for all such restrictions. This form is included in the Encampment Application Packet. Planned encampment activities include participation in morning physical fitness training, running, volleyball and other team sports activities, rifle shooting, marching, performing drill, walking several miles daily, climbing multiple flights of stairs, and entering/exiting the rear seats of CAP vehicles and aircraft. Encampment staff will attempt to make reasonable accommodations for cadets with restrictions; however, some restrictions may disqualify the cadet from encampment.
4. Any new condition or any change to a cadet applicant's physical, mental or other medical condition after the Encampment Application Packet is submitted must be reported to encampment staff, prior to encampment, using the encampment E-mail address. This E-mail address is [ncwgencampment@ncwgcap.org](mailto:ncwgencampment@ncwgcap.org). Any new or changed condition must be reported on a CAP Form 162, CAP Member Physical Exam Form, signed by a physician.
5. Cadets arriving at encampment with unreported or undisclosed pre-existing physical or medical conditions that restrict participation in encampment activities may be disqualified from encampment participation and may not be allowed to in process. In such cases, no refund of encampment fees is available.
6. Illnesses and injuries are inevitable at encampment. However, the severity and duration of injuries and/or illnesses may limit a cadet's ability to participate, fully, in encampment activities and may prevent the cadet from completing 80% of encampment graduation requirements.

7. In accordance with CAP Regulation 160-1, CAP Health Service Program, medical care within CAP is limited to emergency care, only (i.e., first aid and stabilization) within the training and qualifications of the person rendering such care, until such time that private professional or authorized military care can be obtained. Within these limitations, encampment medical personnel will use the following guidance when dealing with illnesses and/or injuries occurring at encampment:
- a. CAP Regulations do not require encampments to have a medical professional on staff. Encampment health services staff will be First Aid and CPR trained and qualified. As a result, encampment staff will only treat minor cuts, scrapes, blisters, bruises, and mild cases of dehydration to the limits of their training. This is similar to medical care conducted in the home.
  - b. All emergencies will be handled by 911 responders and, if necessary, transport to appropriate medical facilities. In these situations, encampment staff will contact parents/guardians as soon as possible using the emergency contact information submitted during the application process.
  - c. There may be cases where an injury or illness is not an emergency but where encampment staffs' opinion is that the cadet should be seen by a physician as a precaution. In these situations, encampment staff will contact parents/guardians as soon as possible and advise them of the situation. Parents will then make a choice between two options:  
  
**Choice 1:** If parents/guardians agree, the cadet will be transported to the ER Room using CAP Vehicles.  
  
**Choice 2:** If parents/guardians do not agree to the ER visit, they must pick up the cadet from encampment, immediately, and take whatever steps they believe appropriate regarding the cadet's medical treatment. The cadet's subsequent return to encampment, if any, will be handled on a case-by-case basis.
  - d. If encampment staff cannot contact parents/guardians or if parents/guardians state that that they cannot pick up the cadet, encampment staff will transport the cadet to the ER as a precaution.
  - e. If a cadet becomes ill or injured prior to the Thursday just prior to graduation and they are unable to participate in activities, walk unassisted or climb stairs unassisted, encampment staff will contact parents/guardians. Parents/guardians must pick up the cadet from encampment if the cadet's condition has not improved to the point that the cadet is mobile without assistance or with minimal assistance within 24 hours of the injury or illness onset. An example of an injury that excessively restricts a cadet's mobility is an injury that requires

the cadet to use crutches. If the cadet still requires crutches after 24 hours, the cadet will likely need to leave encampment.

- f. For injuries/illnesses occurring on or after Thursday just prior to graduation, the situation will be handled on a case-by-case basis depending on the nature and severity of the injury or illness and the percentage of the encampment curriculum that the cadet has completed at that point.
  - g. Any injury/illness that, at any time, results in the cadet being prescribed a narcotic pain relief medication will disqualify the cadet from the remainder of encampment and parents/guardians must pick up the cadet immediately. Cadets taking narcotic pain medication need to be under family or physician care.
8. It is critical that parents/guardians be available throughout encampment in case an illness or injury requires a cadet to leave encampment. If parents/guardians do not plan to be available, for any reason, they must designate an alternate emergency contact who is available to pick up a cadet from encampment, if necessary. Parents must make this designation during the application process.
  9. The Encampment Commander is the final authority regarding the decision to send a cadet home from encampment due to illness or injury.
  10. No refund of encampment fees will be issued for cadets leaving encampment due to illness or injury.
  11. All expenses for Emergency Transport by ambulance and/or for Emergency Room care due to injury or illness are the responsibility of the parents/guardians of the injured or ill cadet.



BRENDAN P. KEARNS, MAJ, CAP  
Encampment Commander