



## Recreation & Community Services Department

2450 S. 68th Street, West Allis, WI 53219

(414) 604-4900

[www.wawmrec.com](http://www.wawmrec.com)

Dear Parents / Guardians,

Starting this summer, WAWM RCS is partnering with CampDoc to better serve our participants and staff. CampDoc offers an electronic system for all of our registration forms needed for Camp Champions.

After signing up for your program, you will receive an “Invitation” email from CampDoc.

- Click on the green “**Accept Invite**” link within the email to create your CampDoc account.
- In the **Confirm Email** box, type your email address in order to confirm.
- In the **Password box**, type the password that you would like to use.
- Click the **CONTINUE** button.

After you log in, select your participant’s name and click on the health profile link to complete your participants information. You will also need to click on the “Trusted Contact” section to add your Trusted Contact information. Trusted Contacts are who is authorized to drop off or pick up your participant.

Required questions will be marked with an asterisk \* and outlined in red. Upload any required documents to your CampDoc account. If you’re on a phone / tablet you can take a picture to upload the document (such as the medication authorization forms).

Keep in mind that you can return to [app.campdoc.com](http://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! Information carries over from each year and you can simply log on again and verify that your information is still all the same!

Additionally, CampDoc sends out periodic reminder emails for incomplete information. These notifications come from [noreply@campdoc.com](mailto:noreply@campdoc.com) so please add this to your contacts to avoid accidental delivery to junk and spam folders. We don’t want you to miss important updates about Camp Champions!



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For additional assistance, you can navigate to [support.campdoc.com](http://support.campdoc.com) or contact our Support Team at [support@campdoc.com](mailto:support@campdoc.com) or 734-636-1000. They can help you reset your password or navigate any other technical support questions.

For additional information, questions or concerns about our programs, please contact our office at 414-604-4900 or [wawmrec@wawmsd.org](mailto:wawmrec@wawmsd.org)

We look forward to seeing you at our programs!

Beau Benner Adaptive Program Manager

414-604-4951

[bennerb@wawmsd.org](mailto:bennerb@wawmsd.org)