

# Memo

**Date:** 1/19/2018  
**To:** 2018 Kamp Kiwanis Hired Summer Staff  
**From:** Luke Clemence, Camp Director  
**RE:** Kamp Kiwanis Health Form and Immunization Records  
**Priority: Urgent**

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Enclosed you will find a Kamp Kiwanis Health Form and Health Exam Form. This must be completed, signed and returned as soon as possible. All summer staff are required to have had a health examination within 24 months prior to August 19, 2018. If you are International, please take special note of these American requirements. Please start a series and you can finish it here.

**All adult summer staff are also strongly encouraged to have the following immunizations:**

- 2 MMR Shots or 2 Measles, 1 Mumps and 1 Rubella
- 1 Hepatitis B Series

**The following is required for all camp staff:**

- 3 DTap/DTP/DT/TP and a TD Booster if it has been more than 10 years since the last shot in the series.