

What to Update This Year — Medical Form Checklist

A short annual reminder for Parts A & B of the BSA Annual Health and Medical Record. Part C (the physician exam) is a separate, in-person visit and isn't covered by this checklist.

Scout name: _____

Last year's form date: _____

Today's date: _____

Parts A & B only. These cover consent, general health history, insurance, and contacts, and must be renewed every year. Part C is the physician's physical exam — it's typically valid longer and requires an actual doctor visit, so it isn't something you can update from a checklist like this one.

REVIEW & UPDATE BEFORE RE-SIGNING

- ☐ **Insurance information**
Current provider, policy/group number, and customer service phone number.
- ☐ **Emergency contacts**
Names, relationship to scout, and current phone numbers — confirm none have changed.
- ☐ **Authorized pickup adults**
Update the list of adults allowed to pick up the scout from an event or camp.
- ☐ **Medication list**
Add or remove medications, and confirm dosages and schedules are current.
- ☐ **Allergy list**
Food, medication, and environmental allergies — update severity and treatment notes.
- ☐ **Physician contact information**
Current doctor's name, phone number, and practice — update if the scout has changed providers.
- ☐ **Re-sign and date Parts A & B**
A new signature and date are required every year, even if nothing else changed.

Get the official form

This page is a reminder checklist only — it doesn't replace or reproduce the actual form. Download the current BSA Annual Health and Medical Record (Parts A, B & C) directly from filestore.scouting.org.

Save time next year: that official PDF is already a fillable form, not just a scan — Preview (Mac) or Adobe Acrobat can type directly into its fields and save your answers. Fill it out once, then use **File ▢ Save As** to keep your own copy instead of overwriting the blank original. Next year, open your saved copy, update just the fields that changed — dates, a new medication in the next empty row — and print a fresh one. No need to retype the whole form from scratch.

A note on privacy: this checklist doesn't store, collect, or transmit any health information — it's just a printable reminder of what to review. Fill out the actual medical form on your own device and keep it with your troop, not with us.

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