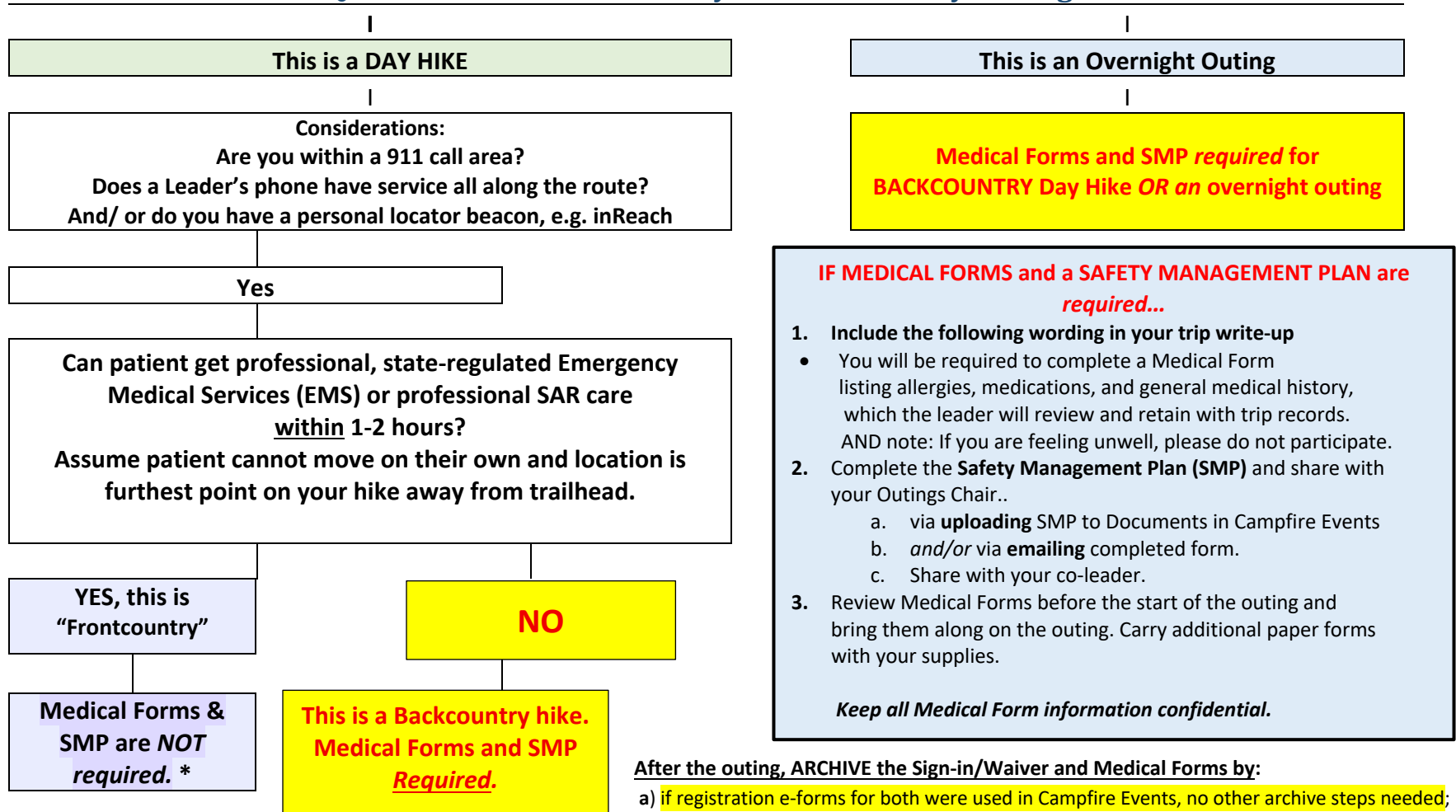


# The Medical Forms and a Safety Management Plan (SMP) Decision Tree

## Question: Is a FrontCountry or BackCountry Outing?



\*SMP is always recommended.

Version 4.21.26

After the outing, ARCHIVE the Sign-in/Waiver and Medical Forms by:

a) if registration e-forms for both were used in Campfire Events, no other archive steps needed;

OR

b) scan and upload both to the Outing Documents in Campfire Events; or

c) scan and send both to PROGRAM SAFETY-EMAIL; or

d) mail both to the National Sierra Club Office: 2101 Webster St, Ste 1300, Oakland, CA 94612.

**\*\*Shred all hard copies of Sign-in/Waiver and Medical Forms after they have been archived.\*\***