



778 BANSHEE SQUADRON  
Royal Canadian Air Cadets  
9521-8 Yonge Street Suite 407  
Richmond Hill, ON L4C 9T3  
905-770-0948  
E-mail: 778air@cadets.net



Dear parent/guardian,

The Staff of 778 Banshee wish to inform you about a new Medical Screening Protocol that has been implemented in the late fall of 2010 and will now be a standard for application to and continued service in a cadet squadron from this point forward.

### Medical Screening Overview

The Medical Screening Protocol has been developed by the Department of National Defence (DND) to provide a process to screen all persons when they apply to join a cadet corps or squadron.

The medical screening will accomplish the following, and allow the DND to:

- a. screen all persons when they apply to join
- b. make important medical information readily available to organizers, supervisors and instructors
- c. assess a cadets medical fitness to take part in any training program, course or activity and
- d. update the health information held on file and where applicable participation considerations:
  - (1) of all cadets at the beginning of each training year,
  - (2) of former cadets when they apply to rejoin a corps or squadron,
  - (3) of current cadets when they apply to transfer to a different unit,
  - (4) of all cadets selected for participation in Regional, National Competitions and Summer Training before they are officially loaded, and
  - (5) of cadets who suffered a serious injury or illness and once they have recovered from it

The medical screening will be conducted under the following conditions:

- a. when a person applies to join cadets – An **INITIAL SCREENING** will be conducted
- b. when a former cadet applies to rejoin a cadet squadron – **ANNUAL SCREENING** will be completed
- c. when a cadet applies for a transfer to another cadet squadron – **SCREENING** will be completed by the cadet unit accepting the transfer.
- d. when a cadet applies to participate in a Regional, National Directed Activity or Summer Training a **SITUATIONAL SCREENING** will be conducted by the Regional staff.
- e. when a cadet suffers a serious illness or injury or undergoes a surgical operation – An **IN YEAR SCREENING** will be conducted.

## **The Application Process**

The forms that each cadet/parent or guardian are required to complete, can be typed in when adobe reader is used (A link to this program can be found on the squadron website). Please type the required information into all the fields. Please do not hand write the information onto these forms.

1. The first step in this process requires **each person** to complete a Basic Health Questionnaire DND-2571 (attached to this e-mail and can be found on the Squadron Website [www.778banshee.com](http://www.778banshee.com)).
2. The applicant will complete the form (DND-2571) and bring it to the Administration Officer and his designated staff assistants to verify the information.
3. If the applicant has **answered yes to question 1** on the DND 2571 the applicant will need to complete the Food Services document (This form can be found on the Squadron website) and bring it to the Administration Officer or one of his designated assistants as soon as possible for review and acceptance.
4. If the applicant has **answered yes to any of questions 1,3,4,5 or 6** the applicant will complete the Food Services document and will need to further complete a DND 2570 Detailed Health Questionnaire and the Consent to Disclose Medical Information Form. (This package is located on the Squadron website for you to download and complete)
5. Please bring these documents into the Administration staff for review before they are sent to the Regional Cadet Medical Liaison Officer (RCMLO) to avoid delays and misunderstanding information on the forms. This paperwork will in turn be forwarded by the parent to the RCMLO for review
6. The cadets that are required to submit this additional paperwork will be given further consideration by the DND Medical Review Staff. The RCMLO will advise the Squadron Staff and the parents of any conditions that may be given to the cadet. For the benefit of your son/daughter, some activities may not advise / suitable this may reduce the number or type of activities that cadet can participate in due to his/her physical abilities.
7. In the event the Medical Review Staff have questions regarding your sons or daughters it is the parents/guardians responsibility to promptly respond to their requests as this will affect their standing with the squadron.

The staff understands that this new protocol may seem rather detailed but it has become a necessary part of the operation of cadet squadrons and activities.

**If you have further questions please feel free to contact the Administration Officer and he will direct you accordingly.**

Yours truly,

*Paul Jones*

Captain  
Admininstration Officer  
778 Banshee RCACS