Camp Cranberry ePact Information:

epact for Summer Camps

Cranberry Township Parks & Recreation is proud to announce our adoption of Epact Network for better safety! Epact is a secure emergency network that we will use to collect medical and emergency contact information electronically. Not only will Epact replace paper forms, but it will also ensure we have a way to communicate with you in the event of an unexpected situation.

Why We Are Using epact

- **To save you time** – With Epact, you only need to complete your child's information once and can then use that same record for other programs or subsequent years.
- **Improved privacy and security** – Eliminating paper forms ensures that your key information is up-to-date and secure. Epact maintains the same level of security as online banking, and limits access only to administrators assigned for enhanced privacy.
- **Better support** – Epact makes it easy for you to share comprehensive health and emergency contact details, so we can provide the best support for your child. Plus, you can update this anytime and we will be automatically notified.
- **Timely communication** – Families can add in verified home and cell phone numbers, as well as preferred email addresses, where program communications will be sent via text, phone call, and email regarding inclement weather updates, program closures, etc.
- **Reduction of paper waste-** Although forms can be printed, families can always see what information is submitted by simply logging into Epact, so no need to complete duplicate forms to have a copy.

ePact website: https://www.epactnetwork.com/

ePact website help desk: https://epactnetwork.freshdesk.com/support/home

How It Works

All forms are program specific so if your child is enrolled in multiple program types, you may be prompted to complete different forms. Programs requiring different forms include:

- Cranberry Township Before and After School Program
- Cranberry Township Summer Camps
- Cranberry Township Preschool

New Users:

- You'll receive an email invite to share information with Cranberry Township Parks and Recreation.
- Click 'Complete Request' to create a free account, or log-in if you already have an existing Epact account.
- Enter the required information (such as medical conditions, allergies, etc.).
- Confirm and sign all consent forms and waivers.
- Click 'Submit' and all information will be sent to Cranberry Township Parks and Recreation.
- You will receive a confirmation email when successfully submitted.

Existing Users – Reconfirm Information Requests:

- Existing users will receive an email invite to reconfirm your child's emergency information previously submitted in ePact with Cranberry Township Parks and Recreation.
- Click 'Complete Request' in the email to log-in to your existing Epact account.
- Update and confirm all required information shown in the portal.
- Confirm and sign all consent forms and waivers.

- Click 'Submit' and all information will be sent to Cranberry Township Parks and Recreation. You will receive a confirmation email when successfully submitted.

Existing Users – Update My Information:

- Visit epactnetwork.com to log-in to your existing Epact account.
- Update any necessary information such as medical conditions, allergies, phone numbers, emergency contacts, etc.
- Confirm and sign all consent forms and waivers.
- Click 'Submit' to and all information will be sent to Cranberry Township Parks and Recreation.
- You will receive a confirmation email when successfully submitted.

FAQ:

What is Epact:

- Whether it's your kids' summer camp, Before and After school care, or preschool, ePACT helps organizations better manage your critical information. ePACT ensures the organizations you rely on have secure access to medical concerns and requirements for your family, as well as contact details for you and your support people, like your nanny, sister or grandparents, so they can always reach the right people at the right time.

How secure is Epact:

- ePACT deals with very sensitive and confidential information, therefore the privacy and security of this data is our number one priority. The security of ePACT is modeled after the security standards required for online banks, and in some cases, ePACT exceeds those standards. As a company, ePACT is also FOIPPA (Freedom of Information and Protection of Privacy Act), PIPEDA (Personal Information Protection and Electronic Documents Act) and HIPAA (Health Insurance Portability & Accountability Act) compliant.

- Families always own their account and the information in it, so you are always in control of the organizations and emergency contacts that you share your information with. ePACT will never sell user's information, access or use account holder data for promotional purposes, or share it without the user's permission.

- Read about ePACT's Security and Privacy Policy.

How do I use Epact?

1. After your register for a program, you'll receive an email invite to share information with your organization

2. Click 'Complete Request' to create a free account, or log-in if you already have an existing ePACT account.

3. Enter the required information, such as medical conditions, and share it with your organization so that program staff have access.

Do families have to fill out information every program or year?

- No - ePACT makes it easy for families because you only input your information once and the connected organization will be able to access for all programs. If information changes at any time, you can update it in one place, and it will automatically be updated across all organizations you have shared your record with.

What type of information does Epact collect?

- Organizations use ePACT to collect the same information such as medical information (such as allergies, health conditions and medications) as well as contact details (phone numbers and emails) for guardians and emergency contacts.

Who can access information on Epact?

- ePACT provides organizations with different administrator privileges to protect information and enhance privacy. For example, front line staff, supervisors and

administrators can be assigned to view records for all members or just the ones they are responsible for (e.g. a camp manager can only see the campers for a specific session or location). Once the program is over, the camp provider access for your child's session is revoked.

Who can I contact for additional information?

- Have questions or feedback? Please contact help@epactnetwork.com or call 1-855-773-7228 ext. 1 to speak with ePACT's Customer Success team.