



♪ **Please complete and return pages 1, 2, 5, & 6**

Camper Name (first and last) _____ Birth date _____

Parent/Guardian Name(s) (if applicable) _____ Relationship to participant _____

Billing Address _____ City, State, Zip _____
*Include name of institutional or third-party payee if applicable

*Camper Address _____ City, State, Zip _____
*Complete if different from Billing Address

Group Home Name (if applicable) _____ Contact Person _____

Phone Number During Camp Hours (_____) _____

Are you able to receive text messages at this phone number? Yes _____ or No _____

Email Address _____

Email Address for Zoom invitation (if different) _____
(You will receive one Zoom invitation for all 4 days of RicStar's Camp)

What would help staff make this online camp a success for the camper? _____

What is the camper's diagnosis/diagnoses? (if applicable) _____

What are the camper's preferred means of communication? _____

List the camper's three favorite songs

- 1.
- 2.
- 3.

List the camper's three favorite songs for dance and movement activities

- 1.
- 2.
- 3.

Does the camper have any musical instruments they can use during camp? If so, please list: _____

Where did you hear about camp? _____

Release for Video, Film and Photographs

I authorize Michigan State University to record and photograph my image and/or voice and/or that of the subject named below for use by Michigan State University Community Music School or its assignees in research, education and promotional programs. I understand and agree that these audio, video, film and/or print images may be edited, duplicated, distributed with or without charge, reproduced, broadcast and/or reformatted in any form and manner without payment of fees, in perpetuity.

Name of Camper _____
(Please print)

Signature _____
(Parent/guardian must sign here if applicable.)

Date _____

Zoom

Camp will take place online using Zoom. Instructions and the invitation will be emailed to you.

Registering, Financial Aid and Camp Contact Information

In order to attend camp, please mail this form along with payment (\$130 per camper) to the Michigan State University Community Music School, 4930 S. Hagadorn Road, East Lansing, MI 48823. Make checks payable to Michigan State University. Completed registration forms can also be emailed to CMS at commusic@msu.edu and payments can be made with a credit card over the phone by calling CMS at (517) 355-7661. Registrations will be accepted until camp reaches capacity. A waiting list will be created once camp is full.

♪ If you are interested in applying for financial assistance for camp, please contact Cindy Edgerton.

Be A Star Showcase

A pre-recorded Be A Star Showcase, including recorded moments from camp, will be premiered shortly after the conclusion of camp. An email invitation will be sent at the conclusion of camp.

♪ Please contact Cindy Edgerton with all questions and concerns. Contact information for all camp administration is below.

Camp Administration

- Cindy Edgerton, Camp Director, edgerto3@msu.edu; (517) 667-8326
- Erin Dunbar, Assistant Camp Director, erindunbarmt@gmail.com; (760) 808-5295
- Katie Pletka, Registrar and Camps Coordinator, pletka@msu.edu; (517) 884-4823
- Jaime DeMott, CMS Director, jdemott@msu.edu; (517) 884-4827

♪ Camp staff will email all campers in advance with ideas for making instruments at home and for finding household items that can be used as instruments!

♪♪ Remember to wear your RicStar's camp t-shirt if you have one!

MSU Community Music School
4930 S. Hagadorn Rd.
East Lansing, MI 48823

Telephone: (517) 355-7661
www.cms.msu.edu



MSU Community Music School Eric ‘RicStar’ Winter Music Therapy Camp Online Camper Handbook

Registration

Each camper is required to submit a completed 2021 Eric ‘RicStar’ Winter Music Therapy Camp registration form, sign the media release for video, film and photographs, and the adult camper/parent/guardian consent form along with payment.

Camp Attire

Students should wear comfortable, casual clothing and should adhere to school dress codes and should be appropriate. If your clothing is not considered appropriate, you will be asked to change or add additional clothing.

Camp Rules

We assume that you are here at camp to learn and to enjoy the company of others with similar interests. Camp rules are designed to keep you safe and ensure a positive experience for all. In addition to being good citizens and obeying the law, the following rules apply:

1. Show courtesy and respect to all campers and staff.
2. Show courtesy and respect to yourself.

Behaviors and Activities Not Permitted

- Possession and/or consumption of alcohol, tobacco products, illegal drugs, fireworks, guns and other lethal weapons on and off campus.
- Excessive noise or horseplay.
- Violations of federal/state laws.

Online Learning and Conduct Expectations for Program Participants

- Participants must use a neutral background (e.g. blank wall, digital Zoom filter, limited exposure of private spaces, etc.).
 - The goal is to prevent showing much of the inside of the home in the interest of privacy and safety.
- Participants may not share inappropriate content through files, images, videos, chat, audio, or other features of the digital instruction platform.
- Participants may not screen shot or record other participants’ images, information, or participation contributions during the program.
- Participants may not record interactions with other participants through online instruction platforms.
- When creating an online profile for the instruction platform or any other online account, limit the information that is shared.
 - For example, just because the platform asks for your address does not mean that you have to provide your actual personal address.
 - If a picture is required, the picture provided should be neutral and appropriate.
 - Do not share personal information in the virtual meeting.
- Anyone receiving threatening or inappropriate chat messages should immediately report it to a trusted adult.
- In the interest of safety, do not share links, passwords, or other program login information with anyone outside of the program.
- MSU prohibits “Zoom Bombing” and similar disruptive behaviors.
 - Definition: “Zoom Bombing” is the act of accessing Zoom sessions without authorization.
 - Appropriate consequences, including but not limited to dismissal from the program may apply to anyone who:
 - Violates program safety and security rules;
 - Contributes to “Zoom Bombing” or other similar disruptions; and/or
 - Shares program links, passwords, or other program login information with individuals outside of the program.

Online Safety Information and Resources for Participants and Parents/ Guardians

We encourage parents, guardians, and participants to educate themselves on safety and security tips when engaging in online learning activities. Below are some resources that may be helpful:

- **Protecting Kids Online- Federal Trade Commission, Consumer Information**

Link: <https://www.consumer.ftc.gov/topics/protecting-kids-online>

Description: This website provides information about promoting safe and responsible decisions to help reduce online risks for children.

- **Keeping Children Safe Online- The United States Department of Justice**

Link: <https://www.justice.gov/coronavirus/keeping-children-safe-online>

Description: This website provides tips for protecting children during online activities, informational videos for parents and children, and additional informational resources related to online child safety.

- **Prevent Cyberbullying- Stopbullying.gov**

Link: <https://www.stopbullying.gov/cyberbullying/prevention>

Description: This website provides information about preventing, identifying, and responding to cyberbullying.

Conduct Rules

- Misuse or damage of University property/building is prohibited and participants who are found misusing or damaging University property may be financially responsible for all damages. (i.e. destroying instruments, writing on walls, etc.).
- No theft of property regardless of owner will be tolerated.
- Hazing and bullying, which includes physical, verbal or cyber-bullying will not be tolerated by MSU or CMS.
- MSU and CMS prohibits the possession and use of alcohol, tobacco, drugs, fireworks, guns and other weapons.
- No violence, sexual harassment, sexual conduct or other sexually inappropriate conduct of any kind will be tolerated at MSU or CMS. The University Policy on Relationship Violence and Sexual Misconduct can be found at https://hr.msu.edu/policies-procedures/university-wide/rvsm_policy.html.
- No harassment in violation of the University Anti-Discrimination Policy will be tolerated. The University Anti-Discrimination Policy can be found at http://www.com.msu.edu/Admissions/Anti_Discrimination.pdf.
- MSU and CMS prohibits the use of cameras and other digital recording devices (i.e. cell phones, tablets, etc.) in bathrooms and other areas where privacy is expected by participants.
- Consistent with Title IX, MSU's Relationship Violence and Sexual Misconduct Policy and Anti-Discrimination Policy expressly prohibit discrimination on the basis of sex. Discrimination on the basis of sex includes:
 - Excluding, separating, denying benefits to, or otherwise treating a person differently on the basis of sex
 - Sexual harassment
 - Sexual assaultMSU's Title IX Coordinator oversees the University's compliance with Title IX, including its complaint procedures, and is available to meet with youth program participants about matters involving sex discrimination. You can reach the MSU Title IX coordinator at (517) 884-0610 and <https://civilrights.msu.edu/>.

If a participant or any other individual associated with the CMS program is alleged to have violated any of the University policies or conduct rules of the program, the participant is subject to dismissal and/or removal as a CMS student/client/family.

The CMS faculty and staff are committed to treating students, clients, parents/guardians and fellow faculty/staff with respect. Likewise, to continue to cultivate a safe and welcoming environment, we expect all of our students and clients to be respectful of other CMS students and clients, faculty and staff.

Please complete and return the youth and adult camper/parent/guardian consent form on the following page.



**MICHIGAN STATE UNIVERSITY YOUTH PROGRAM
ADULT CAMPER/PARENT/GUARDIAN CONSENT FORM**

I grant permission for (print participant's name) _____ to participate in all educational and social activities of the following MSU program or activity:

Program name: Eric 'RicStar' Winter Music Therapy Camp

Program dates: June 15, 16, 17 & 18, 2021

MSU unit/department: Community Music School

I understand that participants may engage in athletic or other recreational activities that have special risks.

I accept any risks associated with the camp and its activities.

I understand that my camper/self has a role to play in regards to his or her/my safety and security. I will remind myself or speak with my camper about the need to honor safety rules and to behave responsibly.

(Please print):

(Adult Camper/Parent or Legal Guardian)

Signature: _____ Date: _____



CMS MUSIC THERAPY CLINICAL SERVICES AUTHORIZATION AND CONSENT TO PARTICIPATE IN TELEHEALTH SERVICES

The purpose of this form is to obtain your consent to participate in Telehealth services with board-certified music therapists employed by Michigan State University Community Music School. Telehealth services involved the use of electronic communications to enable music therapists to see their clients for regular sessions from their homes. MSU Community Music School will use the HIPAA approved Zoom platform for Telehealth sessions.

- 1) Purpose and Benefits. The purpose of this Telehealth consent is to establish or maintain access to music therapy services when face-to-face contact is restricted or not available. Benefits include continuing of music therapy services, working towards treatment goals and objectives, maintaining the therapeutic relationship and continuity of schedule activities.
- 2) Nature of Music Therapy Telehealth Services:
 - a) Details of you and/or your child's medical history, music therapy assessment, or music therapy treatment may be discussed through the use of interactive video, audio and telecommunications technology.
 - b) Music therapy treatment/consultation will occur through the use of interactive video, audio and telecommunications technology.
 - c) Video, audio, and/or digital photo may be recorded during the Telehealth visit.
- 3) Medical Information and Records. All existing laws regarding your access to medical information and copies of your medical records apply to Telehealth sessions. Additionally, dissemination of any patient-identifiable images or information from this Telehealth interaction to researchers or other entities shall not occur without your consent, unless authorized under existing confidentiality laws.
- 4) Confidentiality. Reasonable and appropriate efforts have been made to eliminate any confidentiality risks associated with Telehealth sessions, but there is the possibility that transmissions may be intercepted, compromising confidentiality. All existing confidentiality protections under federal and Michigan law apply to information disclosed during Telehealth sessions.
- 5) Risks and Consequences. Telehealth sessions will be similar to typical sessions, except interactive video technology will allow you to communicate with the music therapist at a distance. At first you may find it difficult or uncomfortable to communicate using video images. The use of video technology to deliver healthcare and educational services is a new technology and may not be equivalent to direct patient to professional contact.
- 6) Rights. You may withhold or withdraw consent to Telehealth session at any time without affecting your right of future care or treatment, or risking the loss or withdrawal of any program benefits to which you would otherwise be entitled.
- 7) Financial Agreement. Telehealth sessions will be billed in accordance to music therapy payment procedures as stated in the "MSU Community Music School Student Handbook 2020-2021."

I have been advised of all the potential risks, consequences and benefits of Telehealth services. My music therapist has discussed with me the information provided above. I have had an opportunity to ask questions about this information and all of my questions have been answered. I understand the written information provided above. I hereby authorize MSU Community Music School to use Telehealth services in the course of my treatment.

Signature: _____ Date: _____
 Patient (or person authorized to give consent)

If signed by person other than patient, provide relationship to patient: _____

I have been offered a copy of this consent form (signer's initials): _____