

Mission Trip Waiver – Updated 01/7/2015

Completion by initials and signature of this document is required to participate in all trips hosted by One Child Matters or visiting a One Child Matters project.



Full Name	Home Address

TERMS AND CONDITIONS

Related to participating in international travel hosted by One Child Matters (OCM) and its affiliated programs.

Acknowledgement of Risk

OCM wishes to be clear that the safety of employees and guests is its highest priority. While in a foreign country, situations that affect security or safety are rare, but can be minimized and avoided if the traveler is aware of their surroundings.

This document exists to inform potential travelers about OCM’s guidelines concerning the risks of international travel. This document is not a contract between the traveler and OCM about the conditions of the trip. OCM reserves the right to change trip itinerary when necessary for protection of guests and employees. All travelers will be notified if there are any changes to the security status of the destination country before the trip. In the event of complete cancellation, OCM will credit any unspent funds back to the donor or work to reschedule the trip.

Risks you may encounter can be, but are not limited to:

- | | |
|--------------------------------|-------------------------------------|
| political instability/conflict | kidnapping |
| acts of terrorism | threats of violence |
| personal injury | violent crime |
| arrest | natural disasters |
| disease | exposure to environmental pollution |

If safety is compromised, the trip leader is responsible to do anything in his or her power to regain the group’s safety and document such events. For localized situations, the trip leader will notify the local program office who, in turn, will respond appropriately. For more severe situations, including kidnapping, extortion, or considerable threats of violence, One Child Matters staff may decide to involve the U.S. Embassy who will work with the local government to ensure safety. It’s One Child Matter’s policy to yield to embassy leadership and policies for resolving such a situation. To read more about the U.S. embassy’s policies concerning any of these threats, you may visit <http://www.state.gov>. Resources are available to victims through state and federal governments to receive the counseling, rehabilitation, and/or compensation one may need concerning an ordeal.

Upon return, travelers are free to contact OCM to debrief on a specific traumatic event and, if so desired, may write a letter to be held confidentially by the trip coordinator and handled appropriately by the Executive Committee of OCM. Reports involving employees of Bethesda Ministries will be handled by the Human Resource Department of Bethesda Ministries.

Travel

Each traveler will be required to have a passport valid for at least 6 months after the dates of the trip. To find out how to apply for a passport or renew a passport go to http://travel.state.gov/passport/passport_1738.html.

Laws for accommodating those with disabilities are vastly different than in the USA. One Child Matters cannot guarantee the level of physical demands for the trip or the assistance available to an individual. For that reason, we are unable to accommodate participants in wheelchairs or those unable to walk for extended periods of time.

One Child Matters will purchase travel insurance on your behalf that will cover expenses in the event of a medical emergency. It is the responsibility of the traveler to understand coverage provided by a work-sponsored health plan and its benefits in travel situations.

One Child Matters does not require any immunizations; however, it is always wise to have your tetanus shot up-to-date. According to the Centers for Disease Control and Prevention (www.cdc.gov), "You should become familiar with what steps to take and who to contact in case of a medical emergency while you are traveling." We recommend that, 6 to 8 weeks before your departure, you consult with your physician, local health department or the CDC website www.cdc.gov/travel for information on required and recommended immunizations for the country where you will be traveling. Some vaccinations require a series of doses spaced weeks apart.

OCM will make every effort to carry out all trips as planned. If changes are to be made to a daily schedule or flight itinerary, the traveler will be alerted and properly cared for to ensure clear communication and resolution. Although rare, changes in flight cost associated with fuel surcharges or other unseen events can happen. Travelers will be responsible to pay these fees. OCM will do its best to keep you informed of any change in flight details.

Money Matters

All in-country expenses are determined by OCM and its field staff and cannot be negotiated or refunded.

Paying a deposit and completing the registration is required to reserve your spot on the trip. A schedule of payments will be arranged by the OCM staff and communicated to you before or during the application process. Travelers are responsible to complete specified payments in full by published deadlines to participate in the trip. The total trip cost must be paid in full by the final payment deadline.

In accordance with Internal Revenue Service (IRS) guidelines:

- ALL payments and gifts marked for a Mission Trip are tax-deductible. OCM will supply a giving statement for all donations for tax purposes.
- Contributions are solicited with the understanding that the donor organization has complete discretion and control over the use of all donated funds.
- Gift preference for particular trip participants will not be refunded to donors if the preference individual does not go on the trip.
- If an individual/family is unable to attend the trip of choice and has made payments towards the total cost, the money cannot be refunded; however, OCM will allow any unspent funds to be used as a credit towards a future trip. This credit will only be provided for the individual who made payments or received checks designated specifically for that individual.

Media Waiver (Optional)

Check the box that applies:

I consent to One Child Matters using photographs and video containing my likeness for future promotional material disbursed to the public domain.

I wish One Child Matters not use any picture or video containing my likeness.

HIPAA Acknowledgement

For purposes of compliance with the Health Insurance Portability and Accountability Act of 1996 (HIPAA) privacy rules, all health care providers shall treat my acting health care agent as my Personal Representative. As required by 45 CFR 164.524, I hereby expressly authorize any physician, hospital and any other person or organization to release and disclose to my agent any information any of them may have concerning any treatment, diagnosis, recommendation, or other facts which they may have concerning my physical condition and any health care, counsel, treatment or assistance provided to me. My Personal Representative may authorize disclosure of my protected health information to others. Health care providers covered by HIPAA include, but are not limited to, the physician, health care professional, dentist, health plan, hospital, clinic, laboratory, pharmacy, insurance company and health care clearing houses.

Initial Here: _____

Authorization for Medical Treatment

The health history submitted during registration is correct to the best of my knowledge and I am able to engage in all activities involved with this trip except as noted. I hereby give permission and authorize the licensed physician(s) selected by my Agent to secure or administer emergency medical treatment, including hospitalization and any other emergency medical procedures which may be needed by me.

I further authorize the physician(s) or licensed dentist(s) to associate any necessary medical providers at his/her discretion. I understand that this consent is given in advance of any specific diagnosis or treatment being required, but is given to encourage my Agent and said physician(s) or dentist(s) to exercise their best judgment regarding the requirements of such diagnosis or medical, dental or surgical treatment.

I agree to remain fully liable and responsible for the payment of any such hospital, physician, ambulance, dental or medical expenses with exception of accident coverage provided to me by One Child Matters. I further agree that in giving this permission, authorization and consent, One Child Matters and Bethesda Ministries, Inc. do not assume any responsibility or liability for the payment of such hospital, physician, ambulance, dental or other medical expenses which may be incurred.

By initialing I hereby consent to medical treatment for all events hosted by One Child Matters in the next 365 days.

Initial Here: _____

Guidelines for Travelers/Sponsors while visiting OCM Projects

One Child Matters (OCM) welcomes and encourages sponsor visits to children while visiting in-country projects. Personal visits can be beneficial in establishing a personal bond with sponsor and child as well as creating greater awareness of personal attributes and differences in a cross-cultural setting. Because we value this special event and those involved, OCM reserves the right to set reasonable rules and guidelines for such visits.

OCM staff will make all arrangements for visits with children. A staff member should always be present during sponsor/visitor interactions with children.

OCM and its staff will make every effort to organize a visit between sponsor and child within reason. When this visit includes additional un-planned costs and logistical support from field personnel, the sponsor will be responsible for covering these associated costs.

Sponsors/visitors are not permitted to accept any accommodations offered by host country nationals unless authorized by the team leader and OCM staff.

The sponsor/visitor should make every effort to observe local cultural norms and customs when interacting with a child.

A sponsor/visitor is prohibited from providing personal contact information to a child or requesting personal contact information from the child. OCM is not responsible and will not mediate for any communication or contact after the sponsor's site visit.

Any gifts for the child or his/her family should be cleared with a staff member and be in accordance with OCM policy. Direct transfers of cash to the child, family, or project are not allowed.

All travelers will be given an opportunity to begin sponsorship before, during and after the trip. Those interested in sponsorship should contact their One Child Matters representative for further information. One Child Matters will provide the trip leader with the photos and information of children available for sponsorship from the project(s) to be visited. It is VERY IMPORTANT to understand that these are the ONLY children from which you can choose, should you decide to sponsor a child while on the trip.

By agreeing to this document, I agree to abide by the above guidelines for the next 365 days.

Initial Here:_____

Covenant not to Sue

The undersigned understands and acknowledges hereby being invited to participate with One Child Matters/Bethesda Ministries, in certain travel activities connected with its business activities and child sponsorship. The undersigned has been informed of the risks that may result from such participation, including, but not necessarily limited to, acts of violence perpetrated upon the undersigned individually or in a group, kidnapping, piracy, hijacking, and/or the possibility of accident or disease. The undersigned nevertheless has voluntarily chosen to participate in and travel with One Child Matters/Bethesda Ministries.

The undersigned further understands and acknowledges that it is his or her responsibility to obtain the necessary documents for entry into any foreign country, including, but not limited to visas and passports, and to seek medical advice regarding any specialized pretreatment or treatment, medication, or immunization that may be personally required for travel with One Child Matters/Bethesda Ministries. The undersigned further acknowledges having had the opportunity to consult with legal counsel and with respect to rights and obligations under this Release and Covenant Not to Sue and the legal effect thereof.

Having been fully appraised of the risks, and in consideration of allowing the undersigned to travel with One Child Matters/Bethesda Ministries, the undersigned hereby releases and covenants not to sue One Child Matters/Bethesda employees, officers, directors, successors, assigns, heirs, personal representatives, agents and attorneys, with respect to all claims, demands, actions or causes of action, liabilities, judgments and executions which the undersigned may have, for all injury, including but not necessarily limited to: (I) personal injury, disease, illness, accident, disability, death or other injury of any kind, and (II) injury or loss to property, real or personal, caused by or arising out of participation in or travel with One Child Matters/Bethesda Ministries.

There is no reservation or agreement not clearly expressed herein. The undersigned has read this Release and Covenant Not to Sue and understands all of its terms. The undersigned executes it voluntarily, with full knowledge and intention to be legally bound. This Release and Covenant Not to Sue is made in and shall be governed by and construed according to the laws of the State of Colorado, United States of America.

By agreeing to One Child Matters' Terms and Conditions, the traveler is stating that he or she understands the risks involved and assumes personal responsibility for maintaining his or her safety.

Signature_____

Date_____

That's it! You're finished.