

## Pre Opening Checklist for Organized Camps

Camps should address the following items in preparation for an environmental health inspection at the start of camp or in the spring for year-round camps.

**NOTICE OF INTENT TO OPERATE** – For seasonal camps, send it in 30 days prior to opening showing the start and end dates of camp occupancy.

### HEALTH

- Identify the Health Supervisor for every session of attendees. Check certifications for M.D., R.N. or L.V.N. and persons claiming HSC §1596.866 training.
- Post in the infirmary the name and phone number of the required physician on call.
- Start new Bound Medical Log; evaluate injuries from previous year for corrective action.
- Be sure all early staff has had their health check.
- Copies of counselors' first aid and CPR certifications.

### SWIMMING

- Acceptable chlorine and pH Test Results for Pools (7.2 pH and 1.5 PPM for chlorine)
- Start pH, TA and Chlorine Test Log
- Swimming Area – optional bacterial analysis for – Fresh Water – E coli <235 per 100 ml, post signs for dangerous swimming areas and depth markers for shallow areas.
- Copies of Lifeguard, First Aid and CPR cards for the Aquatics Supervisor for every session.

### WELL/SPRING WATER TEST

- Water Test for drinking water – submit sample for bacterial analysis ASAP upon arrival at camp and disinfecting and flushing of the system. Note: Public Water – Test Not Required.

### FOOD SAFETY CERTIFICATIONS

- Be sure every session has a person with a food safety certification.
- Review last year's food facility inspection report and implement the corrective actions.

### FIRE MARSHAL

- Call your fire inspector for a visit.

### CHALLENGE COURSES

- Call for a safety inspection of the course construction and gear. Be sure the gear is not an imitation of a certified piece of equipment.
- Check certifications of the instructors.

### FOR CAMPS WITH TALL TREES

- Call a forester/arborist to evaluate rotten, visibly weak, or storm damaged trees for removal.