



MONTEREY COUNTY HEALTH DEPARTMENT
ENVIRONMENTAL HEALTH BUREAU
 1270 Natividad Road, Salinas, CA 93906
 Phone: (831) 755-4505 Fax: (831) 755-4880

ORGANIZED CAMP SELF INSPECTION CHECK LIST

The requirements applicable to organized camps, including operating requirements and pertinent documentation, are listed below followed by the Health and Safety Code sections (**bold** numbers). This checklist can help you review your operations and documentation to ensure that your camp is ready for a health inspection.

Check the YES box if you meet the requirements and have completed the required documentation. Documentation must be available onsite for review by your inspector.	COMPLIES		
	YES	NO	N/A
CAMP OPERATION AND ACCREDITATION:			
1. Intent to operate a camp 30703(a)			
2. Notice to construct, expand facilities or change of operation 30703(b)			
3. ACA accreditation 30704(a) or written operating procedures for organized activities 30704(b)(1)			
FACILITY:	YES	NO	N/A
4. Plans for new construction approved by Health Officer 30720(a)			
5. Vector Control plan 30736			
6. Natural swimming facility plan completed 30741(a)			
7. Aquatics Supervisor Present 30700(a), 30741(d)(1) (At least 18 yr. old and Red Cross or YMCA Lifeguard-Certified)			
SUPERVISION - HEALTH:	YES	NO	N/A
8. Health history for campers and staff 30750(a)			
9. Signed statement by parent or guardian for medical treatment 30750(b), 30750(h)(2)			
10. Health Supervisor present when campers are present 30700(f), 30750(c)			
11. Medical log book maintained and available 30750(f)			
12. Written health care plan maintained and available 30750(i)			
SUPERVISION - SAFETY:	YES	NO	N/A
13. Camp Director (at least 25 yr. old and two seasons of experience) 30700(d), 30751(a)			
14. Background check for Director and Counselors 30751(a), 30704(c)			
15. Background check for staff reviewed by Director 30704(c)			
16. Counselors 1:10 ratio (at least 18 yr. old or high school graduate) 30751(b)			
17. Staff first aid and CPR certificates available 30751(c)			
18. Emergency Plan and documentation for implementation training available 30753(a)(b)(c)			
HEALTH PERMITS, INSPECTION REPORTS, WATER QUALITY RESULTS:	YES	NO	N/A
19. Department of Environmental Health permits and inspection reports available (retail food, public pools, drinking water system, hazardous materials)			
20. Current water quality test results available			