## NEW JERSEY DEPARTMENT OF HEALTH CONSUMER, ENVIRONMENTAL AND OCCUPATIONAL HEALTH SERVICE PUBLIC HEALTH FOOD PROTECTION PROGRAM P.O. BOX 369, TRENTON NJ 08625-0369 609-826-4935

vouth.camps@doh.nj.gov

## **REPORT OF INSPECTION**

**Youth Camp Safety Standards** 

Assignment No. 18850

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CAMP ID		CAMP NAM	E				ACTIVIT		EVALUATION			
2881		Camp Hac	kensack				DFD IN	SPECTIO	N SATIS	FACTORY		
CAMP OWNE	ER	ı			PHONE	NUMB	ER	E-MAIL	I			
Boys and C	irls Club o	Club of Hackensack 973-473-7410 marcia.ramos@BGCof Lodi.org					org					
STREET ADDRESS					CITY			ZIP	COUNT	Y		
170 B Suss	ex Street				Hacke	nsack		07601	Bergen			
MAILING AD	DRESS				CHANG	GES		•	PREVIO	US INFORMA	TION	
Samd												
CAMP DIRECTOR NAME HE				HEALTH DIRECTOR NAME FOOD				FOOD SI	ERVICE VE	NDOR		
Marcia Rar	nos		Marc	Marcia Ramos				Community Food Bank -Hillside, NJ				
INSPECTOR	NAME			REHS LIC.				REINSPECTION ON OR AFTER				
Elaine P. M	<b>I</b> ateria			B-101459						□ NOV		
	Тіме/Аст	IVITY REPORT (1	I-TRAVEL, 2-I	NSPECT	гюн, 3-А	DMINISTF	RATION, 4-	PERSONAL)	TOTAL HO	URS: 3.0		
DATE	CODE	BEGIN	END	CC	ODE	BEG	IN	END	CODE	BEGIN	END	
8-15-23	1	1200	1230		2	123	0	1430	1	1430	1500	
				1						<u> </u>	<u> </u>	

#	N.J.A.C. 8:25		IN	OUT	Severity	cos	N/A	N/O		
		ADMINISTRATIVE								
1.	2.1	Camp has a current certificate of approval (camp license) from the NJDOH.	$\boxtimes$							
Con	Comments:									
2.	DFD	If accepting children under 2.5 years of age – the facility is licensed by the NJ Dept. of Children and Families Office of Licensing.					$\boxtimes$			
Con	Comments:									
3.		np enrolled in the Division of Family Development (DFD)/Child ource & Referral Agency (CCR&R) Childcare Subsidy Program?		YE	es 🖂	NO				
Con	nments:									
4.	2.5	Camp has obtained liability insurance in an amount consistent with the expected risks.	$\boxtimes$					l		
Con	nments:									
		GENERAL CARE OF CAMPERS								
5.		Discipline policies and practices are stated in writing. Camp								

#	N.J.A.C. 8:25		IN	OUT	Severity	cos	N/A	N/O	
Con	nments:								
		STAFF							
6.	3.2(c)	Staff pre-season orientation and training <b>has been</b> conducted and documented. At minimum, the following has been included in the orientation: personnel policies and practices, job descriptions, disciplinary policies, basic principles of emergency first aid, blood-borne pathogens, infection control, and hand washing, emergency procedures, daily health surveillance procedures, lost camper and lost swimmer policies.	$\boxtimes$						
Con	nments:								
7.	DFD	Age-appropriate pediatric first aid and Cardiopulmonary Resuscitation (CPR) training and required health and safety child growth development coursework has been completed and documented for caregivers, teachers, and directors, and any individuals responsible for the direct care/ supervision of children for a provider that receives DFD funds.	$\boxtimes$						
Comments:									
8.	3.1(c)	Camp staff, with reason to believe a camper is being abused, have been advised to immediately report observations to Department of Children and Families hotline at (877)-652-2873.	$\boxtimes$						
Comments:									
9.	3.2(d)2	Camp has developed and implemented staff training on issues related to child abuse and neglect, such as, but not limited to, understanding the staff members' responsibilities, reporting, recognition and observation of campers.	$\boxtimes$						
Con	nments:								
		STAFF BACKGROUND CHECK							
10.	DFD	Federal Bureau of Investigation (FBI) criminal history (fingerprint check), National Sex Offender Registry (NSOR), State criminal history (fingerprint check), and State Sex Offender Registry completed for all staff members. This check also includes Out-of-State State criminal history and Out-of-State Sex Offender Registry for any staff that have lived out of state within the past five years. (Only for DFD Camps)		YE	ES ⊠	NO			
Con	nments:								
11.	DFD	Child Abuse Record Information (CARI) check has been conducted including Out-of-State child abuse registry checks for any staff that have lived out-of-state within the past five years (applicable to all staff and volunteer members of a provider that receives DFD funds)	YES 🖂		NO				
Con	nments:								
12.	3.2(j)	Criminal History Name Check has been conducted/completed for all adult (ages 18+) staff member.	$\boxtimes$						
Con	nments:								
13.	3.2(k)2	Written and notarized statement, provided by continuously employed or returning adult staff, indicating that there has been no change in criminal history status since the criminal history name check was conducted is maintained by the camp operator.					$\boxtimes$		

#	N.J.A.C. 8:25		IN	OUT	Severity	cos	N/A	N/O			
Con	nments:										
14.	3.2(I)	Sex offender registry check conducted annually for all staff 16 and older.	$\boxtimes$								
Con	nments:	,									
		CAMP ACTIVITIES									
15.	3.2(n)	High-risk activities are conducted by a qualified adult activity specialist (18 years of age and older).									
Con	Comments:										
	SUPERVISION OF CAMPERS										
16.	3.2(o)	Camp supervision ratios are observed for ages 5-17: 1 adult: 1 counselor: 20 campers? (Note: each additional group of 10 campers requires at least one additional staff)									
Con	nments:										
17.	3.2(p)	Camp supervision ratios are observed for ages 2 1/2 -4: 1 adult: 1 counselor: 14 campers? (Note: each additional group of 7 campers requires at least one additional staff)									
Con	nments:	group or reampers requires at reast one additional cam,	<u>                                       </u>				<u> </u>	1			
18.	3.2(q)	Camp supervision ratios are observed for ages birth to 2: 1 adult: 1 counselor: 8 campers? (Note: each additional group of 4 campers requires at least one additional staff)									
Con	Comments:										
	SITE AND BUILDINGS										
19.	4.1(a)	Location does not present fire, health and safety hazards. All hazardous areas, bodies of water, and vehicular traffic areas are guarded or fenced off and warning signs are posted.	$\boxtimes$								
Con	nments:	-									
20.	4.2(a)	All structures and facilities are in compliance with local building, zoning and health codes and ordinances; further letters of approval or a certificate of occupancy (CO) issued by the local authority has been received.									
Con	nments:										
21.	13.2	Buildings are in compliance with the requirements of the New Jersey Uniform Construction Code, N.J.A.C. 5:23 and the New Jersey Uniform Fire Code, N.J.A.C. 5:70, as applicable.	$\boxtimes$								
Con	nments:										
22.	14.1(c)	Shelter, which may be temporary (ex: canopy or tent) shall be provided in case of inclement weather at a single sport youth camp (SSYC)					$\boxtimes$				
Con	nments:		ı								
23.	4.4	Power and or other hazardous equipment stored on-site are adequately protected and out of the reach of potential curious campers.									
Con	nments:										
		HEALTH	T			1	1	1			
24.	5.2(b)	Health Director at a <u>day camp</u> is on duty at all times and certified in standard-level First Aid from a certification agency approved by the Department.	$\boxtimes$								
Con	nments:										

#	N.J.A.C. 8:25		IN	OUT	Severity	cos	N/A	N/O		
			1			I.				
25.	5.2(a)	Health Director, at a resident camp, is on duty at all times and holds at least one of the following certifications:  a. Physician licensed in New Jersey b. Registered nurse licensed in New Jersey c. Certified athletic trainer by the Board of  Certification d. Individual certified in either one of these certifications 1. Advanced Level F/A 2. Paramedic 3. EMT 4. First Responder/CIM								
COII	imento.									
26.	5.2(c)	Health Director is certified in <i>professional-level</i> infant, child, and adult cardiopulmonary resuscitation (CPR) from a certification agency <u>approved by the Department</u> .	$\boxtimes$							
Com	ments:									
27.	5.1(d)	A written procedure for routine daily surveillance of campers and staff has been established. (Note: this check can be conducted as a roll call activity; should be an activity that alerts the staff member of bruises, illness, etc. Any signs of child abuse should be reported)	$\boxtimes$							
Com	Comments:									
28.	5.1(d)2	Health Director has developed a system (forms, logs) for documenting all obvious and unusual observations made during the daily health surveillance and communicating suspected and/or confirmed illness of a camper to parents ASAP.	$\boxtimes$							
Com	ments:									
29.	5.3(b)	Health director has established written medical policies and procedures on the treatment of illness and injury and the administration of non-Rx drugs.	$\boxtimes$							
Com	ments:									
30.	5.5(b)	Written health histories for each staff/camper are maintained on file.	$\boxtimes$							
Com	ments:									
31.	5.5(g)	Campers' immunization records and/or religious exemptions are maintained on file.								
32.	DFD	Families (including foster families) of children in foster care and homeless children are permitted a 30-day grace period to take any necessary action to comply with immunization requirements consistent with the provisions of N.J.A.C. 3A:52-7.3 and N.J.A.C. 3A:54-6.8. (For DFD Funded Families)		YE	ES 🖂	NO				
	ments: Th		endin	g the c	camp who	were ii	1 a fos	ster		
33.	5.4(b)	Minimum first aid supplies set forth in Appendix E "Health Center Supplies" are maintained.	$\boxtimes$							
Com	ments:									
<b>34.</b>	4.2(f)	Health center is established for the temporary isolation and treatment of sick or injured campers and/or staff members.	$\boxtimes$							
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#	N.J.A.C. 8:25		IN	OUT	Severity	cos	N/A	N/O	
							ı	I I	
35.	5.1(b)	Written documentation for treatment and transport for campers/staff with serious injuries and/or illnesses have been organized with Emergency Medical Service (EMS) or ambulance squad.	$\boxtimes$						
Com	ments:	·							
36.	5.3(e)	Medications are labeled, stored appropriately and inaccessible to campers. Medication administration is documented to include the child's name, time and initials of the person administering the medication.	$\boxtimes$						
Com	ments:								
37.	DFD	Medication is administered consistent with standards for parental consent. (for DFD funded camps)		YE	S 🗵	NO			
Comments:									
38.	DFD	The camp ensures staff are trained and prepared to prevent, recognize, and respond to emergencies due to food-related allergies and other allergic reactions.		YES 🖂		NO 🗌			
Comments:									
		SAFETY							
39.	6.1(a)	Written emergency procedures address, at a minimum, evacuation of camp, plan for lockdown, shelter in place, fires, natural disasters, serious accidents, illness or injury, and lost camper(s).							
Comments:									
40.	DFD	Written emergency procedures address relocation, communication and reunification with parents, continuity of operations, accommodations for children with disabilities and children with chronic medical conditions during an		YE	ES 🛛	NO			
Com	ments:	emergency.							
41.	6.1(b)	Fire and emergency drills are conducted at least once a camp period or every two weeks, whichever is more frequent.							
Com	ments:		•						
42.	DFD	Hazardous materials are handled and stored appropriately. Bio-contaminants are properly disposed of.		YE	s 🗆	NO	$\boxtimes$		
Com	ments: No	one on the premise.							
43.	6.1(c)	Emergency phone numbers be provided and posted at a minimum in the main office, the health center, and waterfront area, if applicable.	$\boxtimes$						
Com	ments:								
44.	6.3(a)	Fire extinguishers meet the requirements of the Fire Underwriters Association and are strategically placed so that they are easily accessible.	$\boxtimes$						
Com	ments:								
45.	7.2(b)	Policy and procedure for safety evacuation drills (bus/fire) performed by campers and staff which indicate the frequency of such activity.	$\boxtimes$						
Com	ments:					ı	ı		
46.	6.4(a)	Documented certification of compliance with all local and State fire codes and rules.							

#	N.J.A.C. 8:25		IN	OUT	Severity	cos	N/A	N/O
Con	nments:							
47.	6.4	Smoke detectors are operable, checked and in good working order where applicable.						
Con	nments:	, oraci misro approxime.						
48.	DFD	The camp operator has developed and documented an emergency preparedness procedure that covers continuity of operations, staff and volunteer training in the event of an emergency.		YE	ES 🖂	NO		
Con	nments:							
		NUTRITION AND MEAL SERVICE						
49.	7.1(a)	Foods and food service conform to the Sanitation in Retail Food Establishments and Food and Beverage Vending Machines, N.J.A.C. 8:24.	$\boxtimes$					
Con	nments:							
		POTABLE WATER						
50.	7.2(a)	Potable water supply meets the New Jersey Safe Drinking Water Act, N.J.S.A. 58:12A-1 et seq. regarding construction, operation, and water quality (Note: Ex. of appropriate documentation could be a water bill or water testing documentation)						
Con	nments:		•					•
51.	7.2(b)	Camp that is open for less than a calendar quarter every year has provided evidence of a water bacteriological and nitrate analysis deemed satisfactory by the standards of New Jersey Safe Drinking Water Act, N.J.S.A. 58:12A-1 et seq. prior to opening for the season.	$\boxtimes$					
Con	nments:	, , ,				I		
52.	7.3	Water sampling results are maintained on site and available for review.						
Con	nments:		•					
		TRANSPORTATION						
53.	8.1	Transport vehicles conform to the requirements of Motor Vehicles and Traffic Regulation, N.J.S.A. 39:1-1 et seq., and the Motor Vehicle Commission rules promulgated thereunder at N.J.A.C. 13:21 and have been inspected and maintains a sticker of inspection by the MVC School Bus Safety Team.	$\boxtimes$					
Con	nments:							
54.	8.2(b)	Written policy has been established for transportation.						
Con	ments:							
55.	8.3	Youth camp, person(s), or agency which provides transportation for campers maintains vehicle liability insurance.	$\boxtimes$					
Con	nments:							
56.	8.4	The following records are maintained:	$\boxtimes$					

#	N.J.A.C. 8:25		IN	OUT	Severity	cos	N/A	N/O			
Com	ments:										
57.	8.4(b)	Drivers are appropriately licensed for the vehicle being driven to transport campers.	$\boxtimes$								
Com	ments:	to transport ouripore.						-			
	SPORTS AND OTHER RECREATIONAL ACTIVITIES										
58.	3.2(n)	Policy documenting that high risk activities are conducted by staff knowledgeable of measures used to ensure the safety of participants; if the activity is specialized documentation should be available of the most recent guidelines of the safe execution of such specialized activity; specialized high risk activities should be overseen by an activity specialist.	$\boxtimes$								
Com	ments:										
59.	9.1(a)	Swimming pools and bathing beaches, used by camp, conform to the Public Recreational Bathing rules, N.J.A.C. 8:26.						$\boxtimes$			
Com	ments:										
60.	9.2(f)	Policy documenting <u>off-site</u> swimming activities require prior notification of arrival to the operator of the public recreational bathing facility. Policies and procedures for the monitoring of campers and swimmer ability assessment during <u>off-site</u> swimming is documented. (Note: if no, please indicate which part of the question is not in compliance)	$\boxtimes$								
Com	Comments:										
61.	9.2(g)	Written policies and procedures are maintained for lifeguarding, monitoring and supervision, swimming ability assessment and waterfront activities for on-site swimming activities.					$\boxtimes$				
Com	ments:										
62.	9.4(b)	On-site waterfront activities are equip with inherently buoyant Type I,II,III or V personal flotation devices that are in good repair, varied sizes and in quantities sufficient for each staff and camper. (Note: Inquire about how many will be allowed to participate in a waterfront activity at a time. Use the count as a gauge of sufficient quantity)									
Com	ments:										
63.	9.4(c)	A lifeboat or rescue craft is observed for use during <u>on-site</u> waterfront activities. Accompanying safety equipment (rescue ring with 25 ft. of rope)									
Com	ments:		1				_				
64.	9.2(a)	Lifeguards are certified by an agency <u>approved by the Department.</u>									
Com	ments:										
65.	9.3(d)	A system of supervising and monitoring bathers consistent with a buddy check to ensure bather safety has been documented and implemented.						$\boxtimes$			
Com	ments:										
		MAINTENANCE AND SANITATION									
66.	13.5(a)	Camp and recreational equipment evaluated and documented to be maintained in a clean, safe, and sanitary condition weekly.									

#	N.J.A.C. 8:25		IN	OUT	Severity	cos	N/A	N/O		
Com										
Con	nments:									
67.	13.5(a)	Recreational equipment is maintained in safe operating condition.								
Con	ments:									
68.	13.5(a)	Safety inspection of recreational equipment, including playground, is established and a way of documenting the weekly inspection has been developed.	$\boxtimes$							
Com	Comments:									
		INSECT, RODENT, AND WEED CONTR	OL							
69.	13.3(a)	Mosquito breeding is controlled by keeping the grounds free of cans, jars, buckets, old tires, and other articles, which may hold water.	$\boxtimes$							
Com	ments:									
70.	13.3(b)	Fly breeding is controlled by eliminating unsanitary practices. Every door, window, or other opening to the outside, which is used for ventilation, is outfitted with a screen of at least 16 mesh.								
Comments:										
71.	13.3(c)	All enclosed buildings are maintained so as to eliminate rodent harborage, including buildings where food is stored or served.	$\boxtimes$							
Comments:										
72.	13.3(d)	Weed growth is controlled along pathways and within each campsite to reduce tick and chigger populations.	$\boxtimes$							
Com	ments:									
		ADDITIONAL PROVISIONS								
73.	11.1(a)	Buildings housing showers are adequately constructed, in good repair, clean and have adequate lighting and ventilation.								
Com	ments:									
74.	12.1(a)	Operators have made adequate arrangements for the storage, collection and disposal of solid waste. Receptacles are observed onsite, centrally located for anticipated activities and in sufficient supply and frequency to address anticipated number of campers and staff over the period of operation.	$\boxtimes$							
Con	ments:									
75.	13.4	Living quarters, mess halls and/or kitchens are not located within 100 feet of housing for farm animals.								
Com	nments:									
76.	13.4 (a-e)	Camp activities being conducted on site a farm or any space where campers may come into routine contact with farm animals have documented the policies and procedures to minimize the potential of illness and injury.					$\boxtimes$			
Com	ments:									

## **ASSESSMENT QUESTIONS**

77.	Has staff with supervisory authority responsibilities for family Development's pre-service health and safe		YES ⊠	№ □					
Con	nments:								
78.	Is the camp director aware that on or before Septeml director shall submit an 'Accident Annual Report You via Mail or email to the Department at: youth.camps@	ith Camp Safety' ( <u>CB-15</u> ) form	YES 🖂	NO 🗌					
Con	Comments:								
79.	Has your camp implemented COVID-19 mitigation measures? If yes, which COVID-19 mitigation measures were implemented? (Ex: masking, social distancing, handwashing, testing)  YES ☑ NO ☐								
Con	nments: There are 8 Counselors and campers are 5	0.							
Ren	Remarks								
	ne of Inspecting Official	Name of the Person Receiving Co	ppy of Report						
Ela	ine P. Materia	Marcia Ramos-Camp Director							