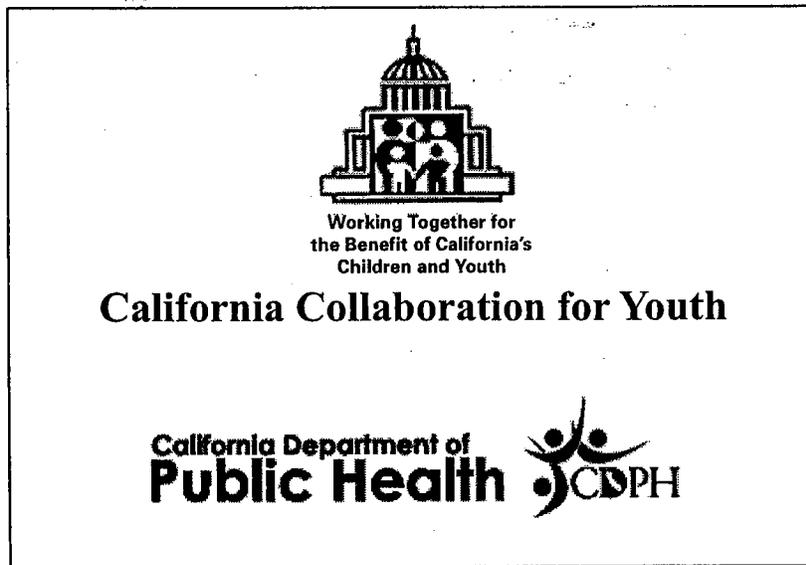


Laws and Regulations  
Relating to  
**ORGANIZED CAMPS**



Excerpts from the California Health and  
Safety Code and California Code of Regulations.

These excerpts are for informational purposes only. Refer directly to the  
codes to verify that the excerpts are current.

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**Excerpts from California Health and Safety Code Section  
Division 13, Part 2.3, Sections 18897 – 18897.7**

**Sections 18897 - 18897.7.**

- 18897. Organized camp.
- 18898.1. Camper.
- 18897.2. Minimum standards for organized camps; enforcement of building standards; rules and regulations.
- 18897.3. Minimum fire safety regulations; building standards.
- 18897.4. Enforcement by local health officer.
- 18898.5. Enforcement of building standards and regulations relating to fire safety.
- 18897.6. Regulation of camps by state agencies.
- 18897.7. Violations; misdemeanor.

**18897. Organized camp.**

- (a) "Organized camp" means a site with program and facilities established for the primary purposes of providing an outdoor group living experience with social, spiritual, educational, or recreational objectives, for five days or more during one or more seasons of the year.
- (b) The term "organized camp" does not include a motel, tourist camp, trailer park, resort, hunting camp, auto court, labor camp, penal or correctional camp nor does it include a child care institution or home-finding agency.
- (c) The term "organized camp" also does not include any charitable or recreational organization which complies with the rules and regulations for recreational trailer parks provided for by subdivision (b) of Section 18301.

**18897.1.**

"Camper" means any person in an organized camp on a fee or nonfee basis who is a participant in the regular program and training of an organized camp, and who may take on duties relating to such program and training.

**18897.2. Minimum standards for organized camps; enforcement of building standards; rules and regulations.**

Except as provided in Section 18930, the State Director of Health Services shall adopt, in accordance with the provisions of Chapter 3.5 (commencing with Section 11340) Part 2 of Division 3 of Title 2 of the Government code, such rules and regulations establishing minimum standards for organized camps and regulating the operation of organized camps as the director determines are necessary to protect the health and safety of the campers. The State Director of Health Services shall adopt and submit building standards for approval pursuant to Chapter 4 (commencing with Section 18935) of Part 2.5 for the purposes described in this section. The State Department of Health Services shall enforce building standards published in the State Building Standards Code relating to organized camps and such other rules and regulations adopted by such director pursuant to the provisions of this section as such director determines are necessary to protect the health and safety of camps.

In adopting building standards for approval pursuant to Chapter 4 (commencing with Section 18935) of Part 2.5 and in adopting such other rules and regulations pursuant to the provisions of this section, the State Director of Health Services shall consider the Resident Camp Standards of the American Camping Association.

(b) The Director of Health Services shall, on or before January 1, 1981, adopt and submit building standards for approval pursuant to Chapter 4 (commencing with Section 18935) of Part 2.5 and shall, on or before January 1, 1981, adopt such other rules and regulations pursuant to the provisions of this section establishing minimum standards for intermittent short-term organized camps operated by a city or a county as the director deems necessary to protect the health and safety of campers. For the purposes of this subdivision, "intermittent short-term organized camps" means a site for camping by any group of people for a period of not more than 72 consecutive hours for such group.

**18897.3. Minimum fire safety regulations; building standards.**

Except as provided in Section 18930, the State Fire Marshal shall adopt minimum fire safety regulations for organized camps in accordance with the provisions of Chapter 3.5 (commencing with Section 11340) of Part 1 of Division 3 of Title 2 of the Government Code. The State Fire Marshal shall adopt and submit building standards for approval pursuant to Chapter 4 (commencing with Section 18935) of Part 2.5 of this division for the purposes described in this section.

**18897.4. Enforcement by local health officer.**

Every local health officer shall enforce within his jurisdiction the building standards published in the State Building Code relating to organized camps and the other rules and regulations adopted by the State Director of Health Services pursuant to Section 18897.2.

**18897.5. Enforcement of building standards and regulations relating to fire safety.**

The building standards published in the State Building Standards Code relating to fire and panic safety and the other regulations adopted by the State Fire Marshal pursuant to Section 18897.3 shall be enforced in the same manner as is prescribed by Sections 13145, 13146, and 13146.5 of this code for the enforcement of building standards published in the State Building Standards Code relating to fire and panic safety and the other regulations that have been formally adopted by the State Fire Marshal for the prevention of fire or for the protection of life and property against fire or panic.

**18897.6. Regulation of camps by state agencies.**

Organized camps shall not be subject to regulation by any state agency other than the State Department of Health Services, California regional water quality control boards, the State Water Resources Control Board, and the State Fire Marshal; provided, that this section shall not affect the authority of the Department of Industrial Relations to regulate the wages or hours of employees of organized camps and this section shall not be construed to limit the application of building standards published in the State Building Standards Code to structures in organized camps.

**18897.7. Violations; misdemeanor.**

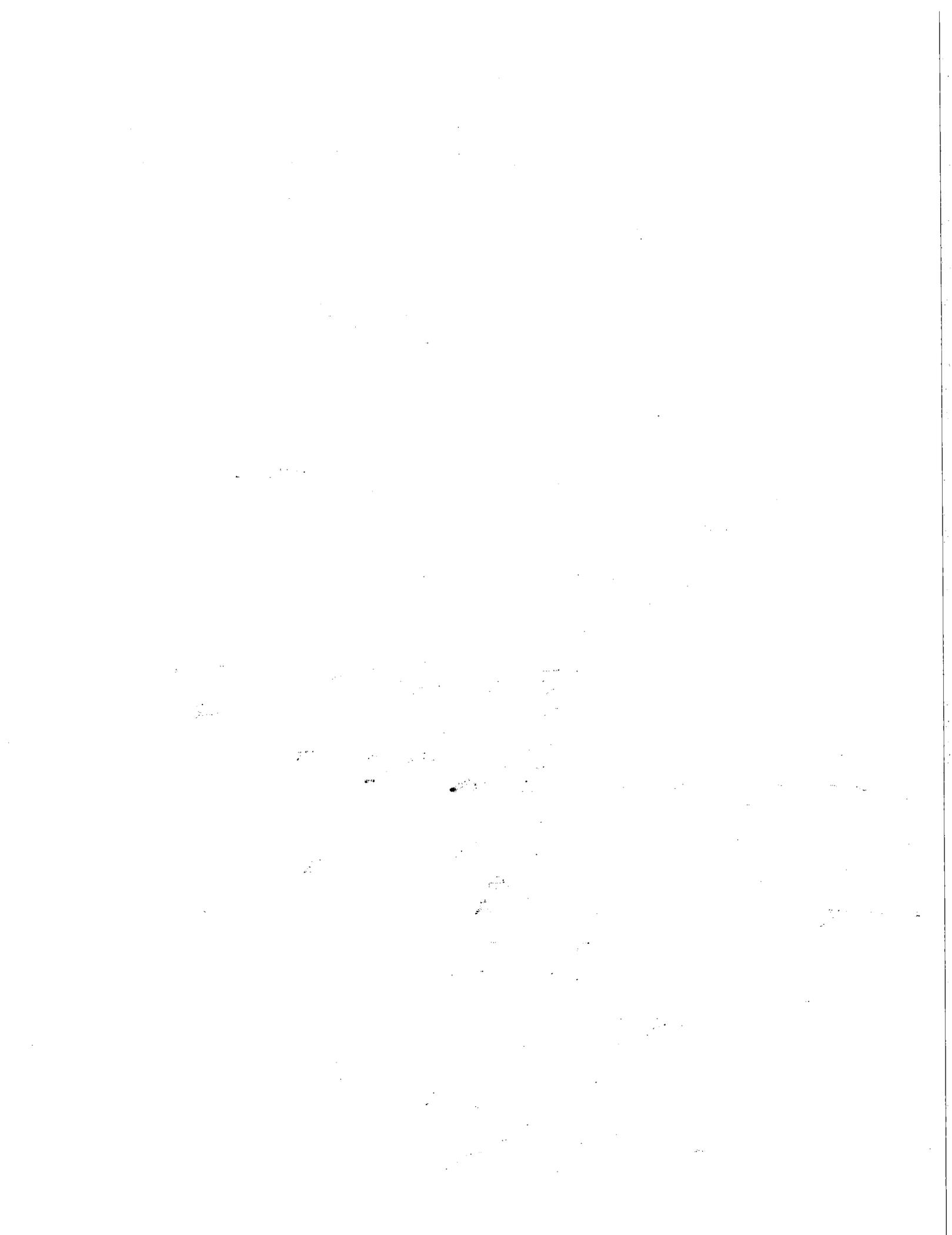
No organized camp shall be operated in this state unless each site or location in which the camp operates satisfies the minimum standards for organized camps prescribed in building standards published in the State Building Standards Code relating to organized camps, and in other rules and regulations adopted by the State Director of Health Services and the State Fire Marshal. Any violation of this section or of any building standard published in the State Building Standards Code relating to organized camps or any other rule for regulation adopted pursuant to Section 18897.2 or 18897.3 in the operation of organized camps is a misdemeanor.

## **Supplement and Guide to the Definition of an "Organized Camp"**

"Organized camp" (as defined in Section 18897) means a site with program and facilities established for the primary purpose of providing an outdoor group living experience with social, spiritual, educational, or recreational objectives for five days or more during one or more seasons of the year.

The criteria to be used in identifying an organized camp are as follows:

1. Camp is located on a permanent site.
2. Camp has a well defined program of organized, supervised activities in which campers are required to participate.
3. There is present at the camp a qualified program director and a staff adequate to carry out the program.
4. A major portion of daily program activities are out of doors.
5. Establishments which rent or lease facilities on an individual, family or group basis for the principal purpose of sporting or other unorganized recreational activities should not be considered an organized camp.
6. Camps operated by organizations such as the YMCA, YWCA, Girl Scouts of the USA, Boy Scouts of America, Camp Fire USA, The Salvation Army, etc. are true prototypes of organized camps. Membership in one of the following organizations is indicative of status as an organized camp:
  - a. American Camp Association, or
  - b. Christian Camp and Conference Association, or
  - c. Western Association of Independent Camps, or
  - d. The Association for Environmental and Outdoor Education, or
  - e. Other similar camping associations.



Excerpts from California Code of Regulations Title 17, Subchapter 6, Sections 30700-30753

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## Article I. General

### 30700. Definitions.

(a) "Aquatics Supervisor" means a person who provides supervision to the aquatic facility, staff and program of the camp meeting the requirements of Section 30741(d)(1).

(b) "Camp" means an organized camp as defined in Health and Safety Code, section 18897 and does not include facilities, programs and arrangements listed in Health and Safety Code, section 1596.792.

(c) "Counselor" means a person who is directly involved with camp program activities and camper supervision meeting the requirements of Section 30751 (b) and (c).

(d) "Director" means a person who is responsible for day-to-day decision making and supervision of the camp program and staff meeting the requirements of Section 30751 (a).

(e) "Health Screening" means an examination to identify observable evidence of illness, injury, or communicable disease; to review and update each person's health history; and to identify current medical treatment (including medication), allergies or dietetic restrictions.

(f) "Health Supervisor" means a person who is either a physician, registered nurse, licensed vocational nurse who is licensed pursuant to Division 2 of the Business and Professions Code or a person who is trained in accordance with section 1596.866 of the Health and Safety Code.

(g) "Site Operator" means an individual, partnership, joint venture, or organization that owns, leases, or rents an organized camp site.

Note: Authority cited: Sections 18897.2, 131050, and 131200, Health and Safety Code.

Reference: Sections 18897.2, 131051, and 131052, Health and Safety Code.

### 30701. Limitation of Scope.

The minimum standards pertaining to physical facilities set forth in this subchapter shall not apply to camping activities carried out:

(a) In locations away from the main living and housing areas of the camp and where primitive living conditions, that is, conditions lacking service facilities such as water, sewage, bathing, food, or housing, are an inherent part of the planned activity; or

(b) Where government regulated campgrounds, beaches, or parks are utilized that have the equivalent physical facilities as those required by this subchapter.

Note: Authority cited: Sections 18897.2, 131050, and 131200, Health and Safety Code.

Reference: Sections 18897.2, 131051, and 131052, Health and Safety Code.

### 30702. General Camp Safety Requirements.

The camp and established trails, shall be in an area properly drained and free or protected from natural or man-made hazards, such as mine pits, quarries, and high-speed roads, or large numbers of insects and venomous snakes. Poison oak shall be controlled. Excessive dust that may be injurious to health and safety in the main living and housing areas of the camp shall be prevented by suitable means.

Note: Authority cited: Sections 18897.2, 131050, and 131200, Health and Safety Code.

Reference: Sections 18897.2, 131051, and 131052, Health and Safety Code.

**30703. Notice of Intention to Operate.**

(a) At least 30 days prior to the operation of any camp in any calendar year, written notice shall be sent by the site operator to the local health officer of the city, county, or city and county in which the camp is located, setting forth the name, location and mailing address of the person or agency that owns the camp, the name and address of the person or agency proposing to operate the camp and the proposed dates of occupancy during that calendar year. Camps which operate year-round shall provide only an initial notice of operation.

(b) Written notice shall be sent to the local health officer at least 30 days prior to:

- (1) Construction of any new camp,
- (2) Any major expansion of physical facilities or
- (3) Any changes to items of information required in (a) above.

(c) The local health officer shall acknowledge receipt in writing, within seven days, of said notices and shall, at the same time, send a copy to the State Fire Marshal.

Note: Authority cited: Sections 18897.2, 131050, and 131200, Health and Safety Code.  
Reference: Sections 18897.2, 131051, and 131052, Health and Safety Code.

**30704. Requirements for Camps.**

On an annual basis and at change of ownership the site operator shall submit to the local health officer:

(a) A written verification that the camp is accredited by the American Camp Association, (formerly the American Camping Association)

or:

(b)(1) A written description of operating procedures that describes the program of organized and supervised activities of the camp in the following areas:

- (A) Supervisor qualifications and training
- (B) Staff skill verification criteria and process
- (C) Participant eligibility requirements (if any)
- (D) Staff-to-participant supervision ratios
- (E) Equipment needed
- (F) Safety procedures
- (G) Emergency procedures specific to location
- (H) Environmental hazards
- (I) Access and equipment control
- (J) Equipment and maintenance repair

(2) An accepted reference for these operating procedures are the following chapters of the Accreditation Standards for Camp Programs and Services (2007 Edition) published by the American Camp Association, Martinsville, Indiana, identified as:

- (A) PD – Program - Design and Activities
- (B) PA - Program - Aquatics
- (C) PC – Program – Adventure/challenge
- (D) PH - Program – Horseback Riding
- (E) PT - Program – Trip and Travel

(c) A written statement by the Director that the Director has reviewed the criminal history record check and voluntary disclosure statement as described in section 30751 for all individuals for which it is required by section 30751(a), and documentation of the criminal history record check of the Director.

Note: Authority cited: Sections 18897.2, 131050, and 131200, Health and Safety Code.  
Reference: Sections 18897.2, 131051, and 131052, Health and Safety Code.

## **Article 2. Utilities**

### **30710. Water Supply.**

(a) A dependable supply of potable water adequate to furnish 50 gallons of water per person per day shall be available. Where pit or chemical toilets are used, this figure may be reduced to 30 gallons per person per day.

(b) The water supply system shall conform to the following:

(1) Water wells shall be constructed in accordance with the requirements of California Bulletin 74-81, Well Water Standards, Chapter II and Appendices A, B, C (December 1981) and California Bulletin 74-90 (June 1991), Well Water Standards published by the Department of Water Resources, State of California Resources Agency.

(2) Springs shall meet the following requirements:

(A) Use of a spring as a potable water source shall not be permitted if it is located on the side of or at the foot of a hill where cesspools, privies, sewers, or other sources of contamination would be located above the spring and in the path of the groundwater flow toward the spring. In no case shall a spring be used if it is located closer than 200 feet to an upstream potential source of contamination.

(B) Springs used as a potable water source shall be developed with a tight box or enclosure including a watertight cover with no openings that will permit entrance of surface waters, windblown dusts or small animals.

(3) No stream sources for potable water shall be used without treatment.

(4) Water supply, quality, monitoring, storage, and distribution shall comply with the requirements of the California Safe Drinking Water Act, Health and Safety Code, Section 116270, et seq.

Note: Authority cited: Sections 18897.2, 131050, and 131200, Health and Safety Code.  
Reference: Sections 18897.2, 131051, and 131052, Health and Safety Code.

### **30711. Drinking Water.**

Drinking water shall be provided and be centrally located in the camp.

Note: Authority cited: Sections 18897.2, 131050, and 131200, Health and Safety Code.  
Reference: Sections 18897.2, 131051, and 131052, Health and Safety Code.

### **30712. Handwashing Facilities.**

Handwashing facilities shall be provided adjacent to all flush toilets. Single service soap dispensers shall be provided at handwashing facilities, except for those handwashing facilities located in camper housing facilities.

Note: Authority cited: Sections 18897.2, 131050, and 131200, Health and Safety Code.  
Reference: Sections 18897.2, 131051, and 131052, Health and Safety Code.

### **30713. Showers.**

When campers are present for three or more consecutive days and nights, showers shall be provided.

Note: Authority cited: Sections 18897.2, 131050, and 131200, Health and Safety Code.  
Reference: Sections 18897.2, 131051, and 131052, Health and Safety Code.

### **30714. Toilets.**

Toilets shall be provided at the ratio required in Table 4-4, Part 5, Title 24, California Code of Regulations. Pit or chemical toilets may only be used in remote areas where a plumbing system for water distribution is unavailable. Pit or chemical toilets shall be located so as not to endanger water supplies and shall be so constructed as to exclude flies and vermin.

Note: Authority cited: Sections 18897.2, 131050, and 131200, Health and Safety Code.  
Reference: Sections 18897.2, 131051, and 131052, Health and Safety Code.

## **Article 3. Housing**

### **30720. Building Structures.**

(a) Plans and specifications for every building or structure shall be approved by the local health officer prior to start of any construction.

(b) Nothing in this section shall prohibit the State Department of Public Health or local health officer from contracting with the Office of the State Architect of the Department of General Services or any private or other governmental agency for the review of design and performance of inspection of construction of camp buildings and structures, in accordance with the provisions of this section.

Note: Authority cited: Sections 18897.2, 131050, and 131200, Health and Safety Code.  
Reference: Sections 18897.2, 131051, and 131052, Health and Safety Code.

### **30721. Sleeping Accommodations.**

Head-to-head sleeping accommodations shall be prohibited. A minimum space of 18 inches, or a physical barrier, shall be provided between bed units including sleeping bags.

Note: Authority cited: Sections 18897.2, 131050, and 131200, Health and Safety Code.  
Reference: Sections 18897.2, 131051, and 131052, Health and Safety Code.

### **30722. Repair, Safety, Maintenance and Sanitation.**

(a) Every building, structure, tent, tent structure, cabin, and premises shall be kept in good repair, and shall be maintained in a safe and sanitary condition, clean and free from accumulations of paper, rubbish, or standing water, satisfactory to the local health officer.

(b) All appliances, equipment, devices, facilities, electrical, mechanical, plumbing, refrigerating and ventilating systems shall be kept in good repair, and shall be maintained in a safe and sanitary condition satisfactory to the local health officer.

(c) When provided, mattresses, mattress covers, blankets, sheets, pillows, and/or sleeping bags shall be maintained sanitary and in good condition. Blankets, sheets, pillows, and/or sleeping bags shall be laundered and/or sanitized prior to issuance to a camper. Mattresses shall be covered with waterproof material or washable covers so as to be easily cleaned and sanitized.

Note: Authority cited: Sections 18897.2, 131050, and 131200, Health and Safety Code.  
Reference: Sections 18897.2, 131051, and 131052, Health and Safety Code.

### **30723. Overhead Electrical Line Construction.**

All overhead electrical lines installed in a camp shall be in accordance with the Public Utilities Commission, General Order No. 95 (January 2006), Rules for Overhead Electrical Line Construction.

Note: Authority cited: Sections 18897.2, 131050, and 131200, Health and Safety Code.  
Reference: Sections 18897.2, 131051, and 131052, Health and Safety Code.

## **Article 4. Food Service Facilities and Operations**

### **30730. Food Service Facilities.**

Food service facilities shall comply with the requirements of the California Retail Food Code, Health and Safety Code, Section 113700, et seq.

Note: Authority cited: Sections 18897.2, 131050, and 131200, Health and Safety Code.

Reference: Sections 18897.2, 131051, and 131052, Health and Safety Code.

## **Article 5. Solid Waste**

### **30735. Garbage and Refuse.**

All garbage and refuse shall be deposited and stored in flytight containers, removed and disposed of at a frequency and in a manner satisfactory to the local health officer.

Note: Authority cited: Sections 18897.2, 131050, and 131200, Health and Safety Code.

Reference: Sections 18897.2, 131051, and 131052, Health and Safety Code.

## **Article 6. Vector Control**

### **30736. Vectors and Pests.**

Every camp shall have a plan and equipment for coping with excessive numbers of flies, mosquitoes and other insects and with rodents. At times or places where special risk of transmission of disease to humans from insects, rodents or other animals exists, the camp shall institute special measures to protect the campers, under the guidance of the local health officer.

Note: Authority cited: Sections 18897.2, 131050, and 131200, Health and Safety Code.

Reference: Sections 18897.2, 131051, and 131052, Health and Safety Code.

## **Article 7. Swimming and Bathing**

### **30740. Swimming Facilities.**

All swimming pools, pools, wading pools and special purposes pools which are located in or provided for any camp shall be designed, constructed, maintained, and operated in accordance with the provisions of Article 5, Chapter 5, Part 10, Division 104, of the Health and Safety Code, Sections 116035-116068, and with the applicable provisions of Chapter 20, Division 4, Title 22, and Chapter 31, Part 2, Title 24, Sections 3101B-3137B.2, and Figures 31B-1-31B-5 of the California Code of Regulations.

Note: Authority cited: Sections 18897.2, 131050, and 131200, Health and Safety Code.

Reference: Sections 18897.2, 131051, and 131052, Health and Safety Code.

### **30741. Lake, Stream, River or Ocean Swimming.**

(a) A plan for the use of any lake, stream, river or the ocean by any camp for swimming or boating shall be:

- (1) Developed and maintained by the Director,
- (2) Submitted to the local health officer prior to use, and
- (3) Implemented in accordance with any special conditions that may be specified in writing by the local health officer to protect health and safety.

(b) Any camp which uses places such as lakes, streams, rivers or the ocean for swimming shall be equipped with at least one lifeboat or equivalent water safety device that is suited to the size, location and use of the water facility, population of the camp, and dangers inherent to the water facility as determined by the Director of the camp and that shall:

- (1) Be used for no other purpose than for saving lives or for other emergencies,
- (2) Be kept in good repair and readily accessible to the areas of potential use, and
- (3) Comply with Harbors and Navigation Code Section 652.

(c) No camp shall maintain or use a lake, stream or river unless careful soundings of depth of water and location of eddies and pools and determinations of the presence and nature of dangerous currents, sunken logs, rocks and obstructions in the lake, stream or river have been made and:

- (1) Legible signs indicating in plain letters, the depth of water, the location of pools or eddies, and the presence and direction of currents of water shall be posted at any lake, stream or river used by a camp for camper swimming, and
- (2) The signs shall be visible from the swimming or bathing area during the season when bathing and swimming are permitted.

(d) Lifeguard services equivalent to those defined in Section 116028, Health and Safety Code, shall be provided at any location used for swimming by campers.

- (1) There shall be a designated aquatics supervisor who is at least 18 years of age and who shall possess an American Red Cross Lifeguard Certificate, YMCA Swim Lifesaving Certificate or its equivalent certificate.
- (2) Lifeguard service shall be provided at a ratio of 1 lifeguard for each 25 campers in the water.

Note: Authority cited: Sections 18897.2, 131050, and 131200, Health and Safety Code.  
Reference: Sections 18897.2, 131051, and 131052, Health and Safety Code.

## **Article 8. Supervision**

### **30750. Health Supervision.**

(a) Every camper and each staff member entering camp shall furnish a health history of his or her health status that is completed and signed by the individual camper or staff member, or by the parent or guardian if the camper or staff member is under the age of 18. This history shall be kept on-site as long as the camper or staff member is at camp and shall include the following:

- (1) A description of any health condition requiring medication, treatment, special restriction or consideration while at camp,
- (2) A record of immunizations including date of the last tetanus shot,
- (3) A record of any allergies.

(b) A signed statement by a parent or guardian to seek emergency medical treatment shall be provided for each staff member or camper, except those minors accompanied in camp by a parent or guardian. The local health officer, when necessary for the protection of the health of campers and staff members, may require special inoculations and testing for each camper and staff member entering camp.

(c) There shall be a full-time adult Health Supervisor charged with health supervision at the camp when campers are present.

(d) Health screening shall be conducted under the supervision of the Health Supervisor by qualified staff that meet the requirements of section 30700 (f) for:

- (1) All staff prior to the arrival of campers; and
- (2) All campers under the age of 18 who are unaccompanied by a parent or guardian within 24 hours of arrival at camp.

(e) If a physician is not on site when campers are present, arrangements shall be made for a physician to be available on an on-call basis. An infirmary (tentage or other shelter), with provision for isolating patients, shall be provided. Advance arrangements shall be made for the immediate removal of seriously sick or injured campers or staff members to a point of adequate medical care, on recommendation of a physician. This subsection shall not apply to intermittent short-term organized camps operating less than 72 hours except when required by the local health officer for the protection of the health of campers and adult supervisors.

(f) A medical logbook shall be maintained by the Health Supervisor which includes at least the following information for each accident, injury or illness:

- (1) Name of the person treated;
- (2) Dosage and intervals of any medication dispensed;
- (3) First aid or medical treatment rendered;
- (4) Name of the person administering the first aid or medical treatment;
- (5) Date and time of treatment; and
- (6) Date parent/guardian notified of accident, illness or injury.

(g) The Health Supervisors or the site operator shall report all occurrences of foodborne illness, suspected foodborne illness, or any other reportable disease as required by California Code of Regulations Title 17, section 2500(b) promptly to the local health officer for the camp location.

(h) All medication brought to a camp by campers that needs to be dispensed by the Health Supervisor or qualified staff that meet the requirements of section 30700 (f) shall be:

- (1) In the original container and labeled in accordance with California Health and Safety Code, Division 104, Part 5, Chapter 6, Article 3, commencing with section 11330, or
- (2) In containers accompanied by specific written dispensing instructions from a parent, legal guardian, or physician licensed pursuant to Division 2 of the Business and Professions Code, and
- (3) Stored in a locked container when unattended by the Health Supervisor.

(i) A written health care plan developed and maintained by the Health Supervisor shall be used at the camp. The health plan shall include:

- (1) The responsibilities and authority of the Health Supervisor and other qualified health staff meeting the requirements of section 30700 (f) that provide health care including first aid,
- (2) The procedures for camp health care and sanitation,
- (3) A record keeping process,
- (4) A plan for provision and maintenance of supplies and equipment, and
- (5) The relationships and agreements with local medical personnel, hospitals, and providers of emergency care and other emergency care providers, and
- (6) A plan to prevent and control the spread of pandemic flu or other communicable diseases among campers.

Note: Authority cited: Sections 18897.2, 131050, and 131200, Health and Safety Code.

Reference: Sections 18897.2, 131051, and 131052, Health and Safety Code.

### **30751. General and Safety Supervision.**

(a) When campers are present, every camp shall have a Director at the camp in charge who is at least 25 years of age and has at least two seasons of administrative or supervisory experience in camp activities. The Director shall provide staff for the care, protection, and supervision of the campers. The Director and all camp counselors shall not have direct unsupervised contact with campers without first obtaining a satisfactory criminal history record check from the California Department of Justice, Bureau of Criminal Identification, or U.S. Department of Justice National Sex Offender Public Registry, and a voluntary disclosure statement that contains the same information as standard HR-4 Staff Screening of the Accreditation Standards for Camp programs and Services, American Camp Association (2007 Edition).

(b) When campers are present, there shall be at least one counselor who is a high school graduate or who is at least 18 years of age, for each 10 campers under 16 years of age.

(c) The Health Supervisor shall verify that all counselors have been trained in the principles of first aid and cardiopulmonary resuscitation.

(d) Subsections (b) and (c) shall not apply to intermittent organized short-term camps.

Note: Authority cited: Sections 18897.2, 131050, and 131200, Health and Safety Code.

Reference: Sections 18897.2, 131051, and 131052, Health and Safety Code.

**30752. Firearms.**

All firearms and ammunition, when not in use for authorized camp activities, shall be stored in a cabinet designated for this use and locked. The key shall be in the possession of the Director or qualified designee meeting the requirements of section 30751(a).

Note: Authority cited: Sections 18897.2, 131050, and 131200, Health and Safety Code.  
Reference: Sections 18897.2, 131051, and 131052, Health and Safety Code.

**30753. Emergency Plan.**

(a) Each camp shall retain on site a written site specific plan, approved by the Director, outlining procedures which deal with the following emergency situations:

- (1) Natural disasters.
- (2) Lost campers.
- (3) Fires.
- (4) Transportation emergencies.
- (5) Severe illnesses and injuries.
- (6) Strangers in camp.
- (7) Aquatic emergencies as appropriate for the site.
- (8) Other emergency situations as appropriate for the site.

(b) The site specific plan shall include procedures for:

- (1) Evacuation of the camp site,
- (2) Control of vehicular traffic through the camp, and
- (3) Communication from persons at the site of an emergency to the emergency medical facilities, the nearest fire station, and both administrative and health staff of the camp.

(c) Camp staff shall be trained in implementation of the procedures set forth in the emergency plan.

Note: Authority cited: Sections 18897.2, 131050, and 131200, Health and Safety Code.  
Reference: Sections 18897.2, 131051, and 131052, Health and Safety Code.

## Excerpt from Health and Safety Code Section 1596.792

CALIFORNIA CODES  
HEALTH AND SAFETY CODE  
SECTION 1596.792 Chapter 3.5

(g) Any public recreation program. "Public recreation program" means a program operated by the state, city, county, special district, school district, community college district, chartered city, or chartered city and county that meets either of the following criteria:

(1) The program is operated only during hours other than normal school hours for kindergarten and grades 1 to 12, inclusive, in the public school district where the program is located, or operated only during periods when students in kindergarten and grades 1 to 12, inclusive, are normally not in session in the public school district where the program is located, for either of the following periods:

(A) For under 16 hours per week.

(B) For a total of 12 weeks or less during a 12-month period. This total applies to any 12 weeks within any 12-month period, without regard to whether the weeks are consecutive. In determining "normal school hours" or periods when students are "normally not in session," the State Department of Social Services shall, when appropriate, consider the normal school hours or periods when students are normally not in session for students attending a year-round school.

(2) The program is provided to children who are over the age of four years and nine months and not yet enrolled in school and the program is operated during either of the following periods:

(A) For under 16 hours per week.

(B) For a total of 12 weeks or less during a 12-month period. This total applies to any 12 weeks within any 12-month period, without regard to whether the weeks are consecutive.

(3) The program is provided to children under the age of four years and nine months with sessions that run 12 hours per week or less and are 12 weeks or less in duration. A program subject to this paragraph may permit children to be enrolled in consecutive sessions throughout the year. However, the program shall not permit children to be enrolled in a combination of sessions that total more than 12 hours per week for each child.

(h) Extended day care programs operated by public or private schools.

(i) Any school parenting program or adult education child care program that satisfies both of the following:

(1) Is operated by a public school district or operated by an individual or organization pursuant to a contract with a public school district.

(2) Is not operated by an organization specified in Section 1596.793.

(j) Any child day care program that operates only one day per week for no more than four hours on that one day.

(k) Any child day care program that offers temporary child care services to parents and that satisfies both of the following:

(1) The services are only provided to parents and guardians who are on the same premises as the site of the child day care program.

(2) The child day care program is not operated on the site of a ski facility, shopping mall, department store, or any other similar site identified by the department by regulation.

(l) Any program that provides activities for children of an instructional nature in a classroom-like setting and satisfies both of the following:

(1) Is operated only during periods of the year when students in kindergarten and grades 1 to 12, inclusive, are normally not in session in the public school district where the program is located due to regularly scheduled vacations.

(2) Offers any number of sessions during the period specified in paragraph (1) that when added together do not exceed a total of 30 days when only schoolage children are enrolled in the program or 15 days when children younger than schoolage are enrolled in the program.

(m) A program facility administered by the Department of Corrections and Rehabilitation that (1) houses both women and their children, and (2) is specifically designated for the purpose of providing substance abuse treatment and maintaining and strengthening the family unit pursuant to Chapter 4 (commencing with Section 3410) of Title 2 of Part 3 of the Penal Code, or Chapter 4.8 (commencing with Section 1174) of Title 7 of Part 2 of that code.

(n) Any crisis nursery, as defined in subdivision (a) of Section 1516.

(o) This section shall remain in effect only until July 1, 2011, and as of that date is repealed, unless a later enacted statute, that is enacted before July 1, 2011, deletes or extends that date.

## Frequently Asked Questions

These FAQs are intended as a guide to the laws and regulations that apply to all organized camps. The official representation of the requirements can be found in Division 13, Part 2.3, sections 18897-18897.7 of the Health and Safety Code; and Title 17, Subchapter 6, sections 30700-30753 of the California Code of Regulations.

**1. In the definition of "organized camp" in Health and Safety Code section 18897, does "five days" mean five consecutive days?**

Yes, this has been the interpretation by the California Department of Public Health for nearly 50 years. This is further reinforced by the Accreditation Standards for Camp Programs and Services, American Camping Association, as follows: "To be eligible for Accreditation, an operation must: ... 4. Operate (or host a group that operates) one or more sessions that is at least 5 consecutive days in length, if a resident camp; or, if a day camp, at least 5 consecutive days in length or 5 days in not more than 14 days. The day or resident camp session may be operated by a site owner or by a group using the site's facilities and services."

**2. Are "day camps" considered organized camps?**

The term "day camp" is not defined by law. The criteria for identifying an organized camp are as follows:

- Camp is located on a permanent site.
- Camp has a well defined program of organized, supervised activities in which campers are required to participate.
- A qualified program director and a staff adequate to carry out the program are present at the camp.
- A major portion of daily program activities are outdoors.
- Establishments that rent or lease facilities on an individual, family, or group basis for the principal purpose of sporting or other unorganized recreational activities should not be considered an organized camp.
- Camps operated by organizations such as the YMCA, YWCA, Girl Scouts of the USA, Boy Scouts of America, Camp Fire USA, The Salvation Army, etc. are true prototypes of organized camps.
- Membership in one of the following organizations is indicative of status as an organized camp:
  - American Camp Association
  - Christian Camp and Conference Association
  - Western Association of Independent Camps
  - The Association for Environmental and Outdoor Education
  - Other similar camping associations

**3. California Code of Regulations section 30700 refers to "section 1596.792" of the Health and Safety Code. Where can I find this?**

Applicable portions of section 1596.792 are included in this booklet.

**4. Under section 30702, how do you define "suitable means" for controlling excessive dust? Due to the significant rise in asthma, is a cover of bark chips acceptable, rather than just wetting to control dust?**

"Suitable means" include methods that are appropriate for the purpose and the site.

**5. Related to section 30703, who is responsible to submit the 30 day notice of intent to operate – the site operator or the user group/lessee?**

The site operator is always responsible for submitting the 30-day notice of intent to operate to the local health officer. The only exception is when the user group or lessee has already submitted the notice. If the site operator chooses to delegate this responsibility to the user group or lessee, the site operator must ensure that the user group or lessee has submitted the notice.

**6. Do building construction plans related to 30703(b) have to be approved by the local health agency?**

The local health agency can delegate the responsibility to review and approve building and construction plans to the local building official. The local health agency should conduct a follow-up inspection after, or in conjunction with, the building final inspection.

**7. In section 30704, what does "submit to the local health officer" mean related to the written operating procedures?**

"Submit to the local health officer" is generally assumed to mean the health officer will view the procedures at the camp as part of the camp inspection, unless there has been a change in ownership or the health officer asks you to send them in advance.

**8. For new, non-ACA-accredited camps, what is the requirement for section 30704?**

If it is the camp's first year of operation and the camp is not ACA-accredited, the camp must provide written operating procedures as described in 30704(b)(1).

**9. Explain or define "...the program of organized and supervised activities..." that require written operating procedures under section 30704(b)(1).**

A camp's program typically includes organized and supervised activities that provide creative, recreational, and educational opportunities. The purpose of requiring written operating procedures for program activities is to ensure the safety and health of campers. Examples of program activities that require written operating procedures include activities that require supervision by a skilled person, such as archery, bicycles, all-terrain vehicles, go-karts, gymnastics, power tools, model rocketry, lacrosse, and shooting sports. Other examples are activities that involve camper use of fire or heat-producing equipment, such as building fires or using wood burning tools or kilns. Activities that require injury-protection equipment, such as helmets, goggles, or padding, also require written procedures.

**10. Related to section 30710, what is required if you drill a new well?**

A: You must meet current state and local ordinances.

**11. What type of vessels, water coolers, etc., must be provided for drinking water under section 30711?**

The water dispenser must be constructed of food grade materials and be easily cleaned. The spigot should be a gravity flow design to prevent contamination during use. Contact your local health department for more information. Building code requirements for organized camps have been incorporated in the California Building Code, which includes the requirements for minimum plumbing facilities, including drinking fountains.

**12. In 30712, does the definition of "single service soap dispensers" include soap pumps?**  
Yes.

**13. Related to section 30712, is hot water required for hand washing at non-flush toilets?**  
No.

**14. Related to section 30721, are there any circumstances where head-to-head sleeping is allowed?**

Yes, it is allowed if there is a physical barrier or a minimum space between heads of 18 inches. The minimum lateral space for beds is 36 inches.

**15. Under section 30723, are existing overhead electrical lines required to meet General Order No. 95 (January 2006), Rules for Overhead Electrical Line Construction?**

General Order No. 95 states:

**12.3 Constructed Prior to This Order**

The requirements of this Order, other than the safety factor requirements specified in Rule 12.2, do not apply to lines or portions of lines constructed or reconstructed prior to the effective date of this Order. In all other particulars, such lines or portions of lines shall to the requirements of the rules in effect at the time of their construction or reconstruction.

Lines or portions of lines constructed or reconstructed before July 1, 1942, may conform to and be maintained in accordance with the requirements of this Order, instead of the requirements in effect at the time of such construction or reconstruction.

**16. Under section 30736, must the vector and pest control "plans" be written?**

Yes. The plans for coping with excessive numbers of flies, mosquitoes, other insects, and rodents must be written, and either included in the documentation for ACA review and accreditation or included in the written description of operating procedures as required by section 30704(b)(1).

**17. In section 30741, what does "submit" mean related to the plan for the use of a lake, stream, river, or the ocean? Does the camp need to send the plan to the local health officer or just have it available for inspection?**

"Submit to the local health officer" is generally assumed to mean the health officer will view the plan at the camp as part of the camp inspection, unless the health officer asks you to send it in advance.

**18. In section 30741(b)(2), does the requirement that water safety devices be "readily accessible" apply to areas away from camp? What about field trips away from the main camp area where water activities (snorkeling, etc.) will occur?**

A lifeboat or equivalent water safety device must be readily accessible at any lake, stream, river or ocean used by the camp. A rescue flotation device such as a rescue buoy or rescue tube can be considered equivalent water safety devices. The requirement for safety devices also applies to field trips away from the camp where water activities will occur.

**19. Under section 30741(c)(1), does the posting of signs apply only when the camp owns or leases the whole body of water or owns or leases waterfront property on a body of water—where swimming and bathing are permitted?**

The posting of signs outlined in 30741 is required only when the water body is owned or wholly controlled by the camp.

**20. Related to handling the health information required by section 30750, who must comply with HIPAA privacy rules?**

Anyone with access to medical records must comply with HIPAA privacy rules.

**21. Does the requirement in section 30750(a) to supply a health history apply to adult campers?**

Yes, camps are required to ask for this health information. If the adult camper chooses not to provide the information, the operator must document that the information was requested and the camper declined to provide it. For example, the camper can check a box on a health form that states "I decline to provide this information," and sign the form.

**22. Section 30750(d)(1) states that the health screening for staff must be conducted "prior to the arrival of campers." What does this mean?**

"Prior to the arrival of campers" means the beginning of the season and any time a new staff member comes on site to begin work for that season.

**22. Section 30750(d)(1) states that the health screening for staff must be conducted "prior to the arrival of campers." What does this mean?**

"Prior to the arrival of campers" means the beginning of the season and any time a new staff member comes on site to begin work for that season.

**23. Are adult campers and family groups exempt from the requirement in section 30750(h) regarding medications that must be dispensed by the Health Supervisor or qualified staff?**

Yes. However, camp staff who work with and live with campers are not exempt.

**24. In section 30750(h)(3), does "locked container" for medication include a locked room or building?**

Yes, a locked room or building meets the requirement. If medication requires refrigeration, it must be secured in a locked refrigerator, or in a locked container inside a refrigerator, or the refrigerator must be in a locked room or building. The refrigerator used for medication storage must be located in the infirmary or in a non-food area.

**25. Under section 30751, who is responsible for reviewing the Director's criminal background check?**

The organization hiring the Director must ensure that the Director has completed a voluntary disclosure statement as required by the regulations, and has obtained a satisfactory criminal history record check from one or more of the agencies listed in 30751(a). This information must be verified by the hiring organization. If the site operator is also the Director, the local health officer is responsible for reviewing the record check.

**26. How do we verify the Director's experience under section 30751?**

The organization hiring the Director must ensure that the Director has completed a voluntary disclosure statement as required by the regulations, and has obtained a satisfactory criminal history record check from one or more of the agencies listed in 30751(a). The hiring organization must verify the Director's experience and make the information available to any appropriate inspecting agency.

**27. Related to 30751, what is acceptable proof of age for the Director and the counselors?**

A valid driver's license, birth certificate, or passport.

**28. Related to 30751, what does "satisfactory" criminal history record check mean?**

"Satisfactory" means satisfactory to the camp. The individual must have no crimes against children in his/her record.

**29. Related to 30751, what is acceptable proof that a person has been trained in first aid and CPR?**

Acceptable proof is current certification documentation, such as a card, by a nationally recognized provider, such as the American Red Cross, American Heart Association, or similar organization. A list of providers can be found on the following websites:

- Emergency Medical Services Authority:  
<http://www.emsa.ca.gov/personnel/files/ccfacpr.pdf>
- American Camp Association:  
<http://www.acacamps.org/accreditation/firstaidcpr.php>

**30. Who establishes the maximum occupancy for the entire camp?**

The maximum occupancy for an organized camp is determined by the maximum occupancy established by the State Fire Marshal for fire safety, the maximum occupancy established by the local health agency for onsite sewage disposal system capacity, and local planning department requirements.

**31. What is included in the local health agency's inspection form?**

Each health agency may use a different form. Typically, an inspection form includes a checklist and comments area for each applicable section of the California Health and Safety Code, and Title 17 and Title 24 of the California Code of Regulations.