



## **ENVIRONMENTAL PUBLIC HEALTH CONSORTIUM**

### **1.0 Purpose**

This document will assist in the determination of when a reinspection or administrative follow-up is warranted. Reinspections or administrative follow-ups are to be conducted as soon as possible, based on the scheduled date for the correction(s).

If a return visit is required to verify compliance, a reinspection or administrative follow-up and corresponding fee will be required if applicable. If documentation or other evidence is provided to show satisfactory compliance, an administrative follow-up may be used instead of a physical visit to the establishment:

### **2.0 Policy**

#### **Category 1 – Imminent Hazards**

Whenever an inspection or complaint investigation reveals the existence of a violation that is potentially hazardous to the health and safety of campers or staff and the violation cannot be corrected during the inspection or investigation, the inspector must return to the establishment to verify or verify through administrative follow-up, that the violation has been corrected.

*\*Note- Category 1 violations apply specifically to items 1-36 as identified below.*

#### **Category 2 – Priority Violations**

Whenever an inspection reveals that 6 or more priority violations have been observed and noted, a reinspection or administrative follow-up will occur to determine whether the violations were corrected or to verify active managerial control has been established.

#### **Category 3 – Repeat Violations**

Whether corrected on-site or not, repeat violations that are documented over 3 inspections (routine, complaint or onsite) will result in a reinspection or administrative follow-up.

#### **Category 4 – Excessive Violations**

An excessive number of violations may result in a reinspection. The inspector and their supervisor will determine if there is a lack of active managerial control based on the quantity and criticality of the observed violations.

**The following violation(s) will result in a reinspection or administrative follow-up and applicable reinspection fee under category 1:**

**NOTE:** *If active managerial control is in place, photographic or other documentation can be provided and an administrative follow-up can occur in lieu of an onsite reinspection.*

1. Camp does not have written agreement with all rental groups served.
2. Safe water cannot be obtained consistently from a well as evidenced by laboratory reports. *For private wells, follow the Water Sample Policy 8.12 for appropriate follow-up.*
3. The private onsite wastewater treatment system (POWTS) shows evidence of failure, and the operator is not in the process of attaining compliance. *Documentation can be provided showing that compliance has been attained. (for example, approval from the Wisconsin Department of Safety and Professional Services or the Department of Natural Resources).*
4. POWTS cover(s) are missing (note that this does not include covers that are present but are missing securing device). *If active managerial control is in place, then photographic or video documentation along with a receipt can be provided.*
5. Active managerial control is missing for backflow prevention. This can include when a hose is connected to a hose bibb without a backflow preventer in place, and the hose can fall onto the ground; numerous backflow preventers are missing and operator is not aware and/or has no plans to replace. Reinspection should only occur if it is shown that there is an overall lack of managerial control for backflow prevention.
6. Plumbing fixtures such as sinks, toilet facilities, or public or private sewage systems are not discharging into approved waste storage containers or systems.
7. Smoke detectors are not installed where required, are not maintained, or are expired. *Photographic or video documentation along with a receipt can be provided. Wis Statutes § 101.145(4) requires corrections to be made within 5 days.*
8. Carbon monoxide detectors are not installed where required, are not maintained, or are expired. *Photographic or video documentation along with a receipt can be provided Wisconsin Statutes § 101.149(8)(a) requires corrections to be made within 5 days.*
9. Fire extinguishers are not installed where required, or are not maintained. *Photographic or video documentation along with a receipt can be provided.*
10. Fire exits are not usable. *Photographic or video documentation along with a receipt can be provided.*
11. The presence of pests of public health importance: rodents, bed bugs or other insects in the food, toilet, lodging, activity, or storage areas.

12. There are mosquitoes present in a sleeping area and there is no mosquito netting on the beds or there are mosquitoes around a building used for sleeping quarters and the sleeping areas do not have screens or mosquito nets.
13. The staff to camper ratio for children ages 7 to 17 is less than 1 to 10.
14. The staff to camper ratio for children ages 6 years and under is less than 1 to 4.
15. The camp has no evidence of camp staff background checks.
16. No trained adult is available to supervise specialized program activities.
17. High and low element challenge course does not have written evidence of third-party inspection for existing courses or initial acceptance inspection for newly built challenge courses.
18. Operator did not take corrective actions or repairs based on third-party inspection findings.
19. Lifeguards or aquatic program activities director do not have documentation that they hold current approved certifications. *Documentation can be provided proving that proper credentials are in place.*
20. No aquatic program activities director is in place at Camp or lifeguard missing from any water activity area.
21. Rescue equipment is missing from the waterfront. A reinspection is required when the waterfront does not at least have: a ring buoy, rescue tube with strap or throw bag with rope; a reaching pole and a backboard. Each of these items must be present at the waterfront.
22. Either a rescue boat is not present, or rescue equipment is missing from the rescue boat, or Personal Flotation Devices (PFDs) are missing. A reinspection is required when the rescue boat does not at least have one of the following: a ring buoy, or rescue tube with strap or throw bag with rope; and a rescue pole that can also be a standard length oar or paddle. Each of these items must be present on the rescue boat.
23. Before the camp opens for the year, or at least annually for a camp operated year-around, the camp operator has no written arrangements for medical care of campers and camp staff by a staff physician or consulting physician, or consulting physician's practice. *Documentation can be provided showing that compliance has been attained.*
24. Up-to-date written and signed health histories that describe any physical condition, medications or allergies requiring special consideration are absent for any camper.
25. Sick or injured persons are not isolated from other campers and staff.
26. A camp health services supervisor is not in place to provide active managerial control of camp wellness & health services.
27. Any on-site health staff are missing proper credentials. *Documentation can be provided showing that compliance has been attained.*
28. The camp does not have a health services staff person who is qualified in both first aid and CPR, and applicable Wisconsin Department of Public Instruction (DPI) medication administration principles and anaphylaxis. *Documentation can be provided showing that compliance has been attained.*
29. The camp has a health services staff person who is qualified in both first aid and CPR and applicable DPI medication administration principles and anaphylaxis, but that person is not present at the camp while the camp is in operation.

- 30. An overnight trip does not have a health services staff member with proper certificates. *Documentation can be provided showing that compliance has been attained.*
- 31. The physician, consulting physician or consulting physician’s practice is not accessible at all times when the camp is in operation.
- 32. Medications are not kept in a locked unit (unit can be cabinet or room, or secure box). During the day, camp staff can secure medication on your person, such as carrying medications in a purse or a bag that is worn.
- 33. The medication and/or treatment log is either not being kept or is missing multiple entries, indicating a lack of active managerial control.
- 34. No current standing orders exist for the arrangement of routine and emergency medical care and the administration of medications for campers or staff.
- 35. A top bunk bed used by campers or staff has no guards at all on a side of the bed, and no way of keeping the user from rolling out. *Photographic or video documentation, along with a receipt, can be provided.*
- 36. If the camp is conducting food service operations, the reinspection criteria for restaurants will also apply during the inspection. This also applies to hospitality activities offered on the premises, lodging and campground reinspection criteria.

**3.0 References**

ATCP 78

**4.0 Document History**

The most recent changes to this controlled document are listed at the top of the table:

Revision	Author	Change Description	Approval Date
1.0	Stephanie Sticka	New Document	

**5.0 Approval**

Sprecker, Troy [Please approve REC-POL-XXX Reinspection Criteria for Recreational and Educational Camps DRAFT](#) NEW 4/9/2024 Completed [REC-POL-XXX Reinspection Criteria for Recreational and Educational Camps DRAFT](#) Approved