

Facilities

COMAR 10.16.06

Facility Review		
	Complies or N/A	Needs Correction
37-1 The camp operator has not obtained the "Building Safety Form" from the facility manager or principal, violating COMAR 10.16.06.36, COMAR 10.16.06.37, and COMAR 10.16.06.46.		
37-1 The camp operator does not have a copy of the "Use and Occupancy Permit" on file for the facility, violating COMAR 10.16.06.37, COMAR 10.16.06.37, and COMAR 10.16.06.46.		
46-2 The camp operator does not have a copy of the State or county fire authority inspection or certificate, violating COMAR 10.16.06.46. *		
37-3 The camp operator does not have a letter from a master plumber stating that the facility was inspected and meets the codes that were applicable at the time of construction, violating COMAR 10.16.06.37.		
46-1 The camp operator does not have a letter from a master electrician stating that the facility was inspected and meets the codes that were applicable at the time of construction, violating COMAR 10.16.06.46.		

Review Water Supply		
	Complies or N/A	Needs Correction
36-1 The camp's water supply is not adequate, violating COMAR 10.16.06.36.		
36-2 The camp's water supply is not easily accessible to the campers, violating COMAR 10.16.06.36.		
36-4 The camp operator has not obtained a copy of the signed "Local Health Approval Form" from the local health department, violating COMAR 10.16.06.36.		
36-5 Pumping and disinfection equipment is not housed in a structure that is inaccessible to unauthorized persons, violating COMAR 10.16.06.36.		
36-6 Hose bibs are not equipped with non-removable back flow prevention devices, violating COMAR 10.16.06.36.		
36-7 Camp's water supply is not filtered and disinfected, violating COMAR 10.16.06.36.		
36-8 Camp's water supply contains impurities in amounts sufficient to cause disease or harmful physiological effects, violating COMAR 10.16.06.36.		
36-10 The camp operator does not have a letter from a master plumber stating that the facility was inspected and meets the codes that were applicable at the time of construction, violating COMAR 10.16.06.36.		

Review Sewage Disposal		
	Complies or N/A	Needs Correction
37-4 The camp operator has not obtained a copy of the signed "Local Health Approval Form" from the local health department, violating COMAR 10.16.06.37.		
37-5 The disposal of wastewater from under taps and fountains is by a method that allows stagnant water on the ground surfaces, violating COMAR 10.16.06.37.		
37-6 The disposal of wastewater from under taps and fountains is by a method that contaminates the ground water, violating COMAR 10.16.06.37.		
37-7 The privy or portable toilet is not constructed and maintained so that it is fly-proof, violating COMAR 10.16.06.37.		
37-8 The privy or portable toilet is not constructed and maintained so that it is rodent-proof, violating COMAR 10.16.06.37.		
37-9 The privy or portable toilet has not been approved by the local health department, violating COMAR 10.16.06.37.		
37-10 The privy or portable toilet is not maintained in good working order, violating COMAR 10.16.06.37.		
37-11 The privy or portable toilet is located closer than 100 feet to a housing unit or a facility where food is prepared or served, violating COMAR 10.16.06.37.		
37-12 The privy or portable toilet does not have natural ventilation or mechanical exhaust adequate to remove fumes and odors from the vault, violating COMAR 10.16.06.37.		
37-13 The privy or portable toilet is not treated to reduce odors and eliminate a fly infestation, violating COMAR 10.16.06.37.		
37-14 The privy or portable toilet is not emptied of solid and liquid contents when filled to capacity, violating COMAR 10.16.06.37.		

	Complies or N/A	Needs Correction
37-15 The sewage disposal procedures at camp pollute the environment, violating COMAR 10.16.06.37.		
37-16 The sewage disposal procedures at camp create a nuisance or public health hazard, violating COMAR 10.16.06.37.		
37-17 The sewage disposal procedures at camp do not comply with applicable federal, State, and local statutes, regulations, and ordinances, violating COMAR 10.16.06.37.		
37-18 The camp operator is using privies without local health department approval, violating COMAR 10.16.06.37.		

Review Toilet Facilities

	Complies or N/A	Needs Correction
38-1 Toilet facilities are not constructed, located, and maintained to prevent a nuisance, violating COMAR 10.16.06.38.		
38-2 Toilet facilities are not constructed, located, and maintained to prevent a public health hazard, violating COMAR 10.16.06.38.		
38-3 Boys and girls bathrooms are not separated by a solid wall from floor to roof or ceiling, violating COMAR 10.16.06.38.		
38-4 Boys and girls bathrooms are not equipped with self-closing doors that afford privacy, violating COMAR 10.16.06.38.		
38-5 Boys and girls bathrooms are not distinctly marked with universal symbols, violating COMAR 10.16.06.38.		
38-6 Boys and girls bathrooms are not distinctly marked in the native language of the campers expected to use the facility, violating COMAR 10.16.06.38.		
38-7 Toilet tissue is not on a holder furnished adjacent to each toilet, violating COMAR 10.16.06.38.		
38-8 The toilet facility does not have adequate mechanical exhaust or natural ventilation, violating COMAR 10.16.06.38.		
38-9 The toilet facility is not located within 300 feet of each housing unit, violating COMAR 10.16.06.38.		
38-10 The ratio of toilets to campers is not within the acceptable limit of 1 toilet per 15 campers or fraction of 15 campers, violating COMAR 10.16.06.38.		
38-11 The ratio of toilets to campers is not within the acceptable limit of 1 toilet per 35 campers or fraction of 35 campers, violating COMAR 10.16.06.38.		

Bathing and Hand Washing Facilities

	Complies or N/A	Needs Correction
39-1 Hand washing facilities are not located adjacent to each toilet or privy site, violating COMAR 10.16.06.39.		
39-2 Each hand washing unit is not equipped with soap, violating COMAR 10.16.06.39.		
39-3 Each hand washing unit is not equipped with a hot air dryer or disposable towels, violating COMAR 10.16.06.39.		
39-4 A trash container is not provided in each lavatory area, violating COMAR 10.16.06.39.		
39-5 The hot water heater is not equipped with a pressure and temperature relief valve, violating COMAR 10.16.06.39.		
39-6 The hot water heater is not equipped with a vacuum relief valve, violating COMAR 10.16.06.39.		
39-7 Anti-scald protection is not provided on all hot water lines going to showers or bathtubs, violating COMAR 10.16.06.39.		
39-8 Hand washing facilities are not located within 300 feet of each housing unit, violating COMAR 10.16.06.39.		
39-9 Shower heads are not spaced at least 30 inches apart to provide a minimum of 6 square feet of floor area per unit, violating COMAR 10.16.06.39.		
39-10 Shower walls and ceilings are not constructed of solid, nonabsorbent, easily cleanable materials, violating COMAR 10.16.06.39.		
39-11 The shower floor is not constructed of nonabsorbent, skid resistant, easily cleanable materials, violating COMAR 10.16.06.39.		
39-12 The shower floor is not sloped to properly constructed floor drains, with provisions to prevent pooling water or overflow to adjacent floor areas, violating COMAR 10.16.06.39.		
39-13 A shower partition or shower curtain is not provided for each shower to prevent splash from stall-type showers, violating COMAR 10.16.06.39.		
39-14 A soap storage area or non-glass soap dish is not provided adjacent to each showerhead, violating COMAR 10.16.06.39.		
39-15 A dry dressing space with clothes hanging facilities is not provided at the shower facility, violating COMAR 10.16.06.39.		
39-16 A nonabsorbent wall, extending from floor to the ceiling or roof is not provided, separating shower facilities for boys and girls, violating COMAR 10.16.06.39.		

	Complies or N/A	Needs Correction
39-17 The shower facilities are not plainly designated boy's and girl's in universal symbols or the native language of the campers expected to use the facility, violating COMAR 10.16.06.39.		
39-18 A door or sight barrier, to afford privacy, is not provided on the shower room, violating COMAR 10.16.06.39.		
39-19 Hot and cold or tempered water is not supplied to each shower, violating COMAR 10.16.06.39.		
39-20 Bathing and hand washing facilities at the primitive camp are not sanitary and do not promote personal hygiene, violating COMAR 10.16.06.39.		
39-21 Bathing and hand washing facilities at the primitive camp are set-up in such a way that they create a nuisance or public health hazard, violating COMAR 10.16.06.39.		
39-22 Bathing and hand washing facilities at the primitive camp are set-up in such a way that they pollute the environment, violating COMAR 10.16.06.39.		
39-23 Bathing and hand washing facilities at the primitive camp are not compliant with applicable federal, State, and local statutes, regulations, and ordinances, violating COMAR 10.16.06.39.		
39-24 The hot water temperature is outside the acceptable range of 90 degrees Fahrenheit to 120 degrees Fahrenheit, violating COMAR 10.16.06.39.		
39-25 The ratio of hand washing units to campers does not meet the minimum requirement of 1 hand washing unit per 35 campers or fraction of 35 campers at a day camp, violating COMAR 10.16.06.39.		
39-26 The ratio of hand washing units to campers does not meet the minimum requirement of 1 hand washing unit per 25 campers or fraction of 25 campers at a residential camp, violating COMAR 10.16.06.39.		

Review Tent and Fabric Shelters

	Complies or N/A	Needs Correction
41-1 The occupancy of the tent or fabric shelter exceeds the manufacturer's recommended capacity, violating COMAR 10.16.06.41.		
41-2 The tent or fabric shelter is not made of fire retardant material, violating COMAR 10.16.06.41.		
41-3 The tent or fabric shelter is not equipped with a permanent label which states conspicuously, "WARNING: NO OPEN FLAMES IN OR NEAR THIS TENT OR FABRIC SHELTER", violating COMAR 10.16.06.41.		
41-4 The tent or fabric shelter is located less than 10 feet away from a campfire or open flame, violating COMAR 10.16.06.41.		

Review Food Service

	Complies or N/A	Needs Correction
42-1 Camp does not have copies of food service permits for all on-site kitchens, caterers, summer lunch program or restaurants used to prepare meals for camp, violating COMAR 10.16.06.42.		
42-2 Lunches brought from home or provided by camp, containing potentially hazardous food, are not kept refrigerated at a temperature of 42 degrees Fahrenheit or below, violating COMAR 10.16.06.42.		
42-3 The food served is not wholesome and safe for human consumption, violating COMAR 10.16.06.42.		
42-4 The food served is not free from spoilage, filth, or other contamination, violating COMAR 10.16.06.42.		
42-5 The food served is not obtained from sources that comply with laws relating to food and food labeling, violating COMAR 10.16.06.42.		
42-6 Transportation, storage, preparation, cooking, and service procedures are not implemented to protect food and equipment from contamination, violating COMAR 10.16.06.42.		
42-7 Transportation, storage, preparation, cooking, and service procedures are not implemented to maintain safe temperatures, as defined in COMAR 10.15.03, violating COMAR 10.16.06.42.		
42-8 Equipment to transport, store, prepare, cook, and serve food safely is not provided, violating COMAR 10.16.06.42.		
42-9 The food-contact surface of equipment used to prepare, store, or serve potentially hazardous food is not cleaned and sanitized after each use, violating COMAR 10.16.06.42.		
42-10 The food-contact surface of equipment used to prepare, store, or serve potentially hazardous food is not cleaned and sanitized if the surface is contaminated, violating COMAR 10.16.06.42.		
42-11 Hand washing materials are not provided, violating COMAR 10.16.06.42.		
42-12 Food handlers do not maintain personal cleanliness during work, including washing hands before starting work, violating COMAR 10.16.06.42.		
42-13 Food handlers do not maintain personal cleanliness during work, including washing hands after using toilet facilities, violating COMAR 10.16.06.42.		
42-14 Food handlers do not maintain personal cleanliness during work, including washing hands before touching food, violating COMAR 10.16.06.42.		

	Complies or N/A	Needs Correction
42-15 Food handlers do not maintain personal cleanliness during work, including washing hands as often as required to remove soil and contamination, violating COMAR 10.16.06.42.		
42-16 Food handlers do not maintain personal cleanliness during work, including keeping fingernails clean and neatly trimmed, violating COMAR 10.16.06.42.		
42-17 Food handlers do not maintain personal cleanliness during work, including keeping outer garments clean, violating COMAR 10.16.06.42.		
42-18 Food handlers are not using safe food handling practices during work, including keeping hands clean when handling food and food-contact surfaces, violating COMAR 10.16.06.42.		
42-19 Food handlers are not using safe food handling practices during work, including wearing a hair net, cap, or other effective hair restraint, violating COMAR 10.16.06.42.		
42-20 Food handlers are not using safe food handling practices during work, including not smoking or using tobacco in any form, violating COMAR 10.16.06.42.		
42-21 Food handlers are not using safe food handling practices during work, including not working when infected with a disease that is communicable by way of food, violating COMAR 10.16.06.42.		
42-22 Food storage that has effective insulation is not provided, violating COMAR 10.16.06.42.		
42-23 Food storage that maintains food at safe temperatures during storage, preparation, and transportation is not provided, violating COMAR 10.16.06.42.		
42-24 Food storage that has a thermometer graduated at 2 degrees Fahrenheit intervals is not provided, violating COMAR 10.16.06.42.		
42-25 Food storage that maintains cold foods at or below 42 degrees Fahrenheit is not provided, violating COMAR 10.16.06.42.		
42-26 Food storage that maintains hot foods at or above 135 degrees Fahrenheit is not provided, violating COMAR 10.16.06.42.		
42-27 Food storage that maintains frozen foods at or below 0 degrees Fahrenheit is not provided, violating COMAR 10.16.06.42.		
42-28 Cold food that exceeds 50 degrees Fahrenheit before serving is not being discarded as garbage, violating COMAR 10.16.06.42.		
42-29 Hot food is not thoroughly cooked to achieve a safe internal temperature as determined by the use of a metal stem thermometer, violating COMAR 10.16.06.42.		
42-30 Hot food is not consumed immediately after preparation, violating COMAR 10.16.06.42.		
42-31 Hot food is not discarded as garbage if not consumed immediately after preparation, violating COMAR 10.16.06.42.		

Review Garbage and Other Refuse Procedures

	Complies or N/A	Needs Correction
43-1 Durable containers in good condition for the storage of garbage and other refuse are not provided, violating COMAR 10.16.06.43.		
43-2 Garbage and trash is not collected often enough to prevent the containers from overflowing, violating COMAR 10.16.06.43.		
43-3 Garbage and trash is not disposed of by a system in accordance with State and local laws, regulations, and ordinances, violating COMAR 10.16.06.43.		
43-4 Garbage and trash containers used outside are not equipped with tight-fitting lids, violating COMAR 10.16.06.43.		
43-5 Garbage and trash containers used outside are not leak-proof, fly-proof, and rodent-proof, violating COMAR 10.16.06.43.		

Review Insect, Rodent, and Vermin Control

	Complies or N/A	Needs Correction
44-1 Camp facilities are not maintained to minimize the entry of insects, rodents, and other vermin into the structures or campsite, violating COMAR 10.16.06.44.		
44-2 Camp facilities are not maintained to eliminate the harborage of insects, rodents, and other vermin, violating COMAR 10.16.06.44.		

Review Rabies Control

		Complies or N/A	Needs Correction
45-1 The following animal(s) does/do not have a current rabies vaccination, violating COMAR 10.16.06.45:			
	Animal Name	Type of Animal	
	Animal Name	Type of Animal	

Review Fire and Other Hazards

		Complies or N/A	Needs Correction
46-3 Pesticides, toxic chemicals, and hazardous materials are not properly labeled, violating COMAR 10.16.06.46.			
46-4 Pesticides, toxic chemicals, and hazardous materials are not stored in a safe manner, violating COMAR 10.16.06.46.			
46-5 Pesticides, toxic chemicals, and hazardous materials are accessible to a camper, violating COMAR 10.16.06.46.			
46-6 Pesticides, toxic chemicals, and hazardous materials are used by others besides just camp staff members, violating COMAR 10.16.06.46.			
46-7 Staff members are on trained to use a hazardous material safely before they handle hazardous materials at camp, violating COMAR 10.16.06.46.			
46-8 The material safety data sheets (MSDS) for potentially hazardous chemicals are not available to the camp staff members, violating COMAR 10.16.06.46.			
46-9 Chemicals are not handled, used, stored, and disposed of according to the material safety data sheet and all applicable federal, State, and local codes, violating COMAR 10.16.06.46.			
46-10 Camp is not maintained to eliminate or minimize safety hazards such as entrapment, violating COMAR 10.16.06.46.			
46-11 Camp is not maintained to eliminate or minimize safety hazards such as entanglement, violating COMAR 10.16.06.46.			
46-12 Camp is not maintained to eliminate or minimize safety hazards such as impact with moving equipment or a moving vehicle, violating COMAR 10.16.06.46.			
46-13 Camp is not maintained to eliminate or minimize safety hazards such as impact from equipment tip over or failure, violating COMAR 10.16.06.46.			
46-14 Camp is not maintained to eliminate or minimize safety hazards such as contact with hazards such as protrusions, pinch points, sharp edges, or hot surfaces, violating COMAR 10.16.06.46.			
46-15 Camp is not maintained to eliminate or minimize safety hazards such as a water fall, violating COMAR 10.16.06.46.			
46-16 Camp is not maintained to eliminate or minimize safety hazards such as poisonous snakes, insects, or plants, violating COMAR 10.16.06.46.			
46-17 Camp is not maintained to eliminate or minimize safety hazards such as a natural or man-made hazard specific to the site, violating COMAR 10.16.06.46.			
46-18 Camp is not maintained to eliminate or minimize safety hazards such as any other condition or situation that poses a risk of injury to a camper or staff member, violating COMAR 10.16.06.46.			
46-19 Warning signs or a barrier around a hazard that cannot be eliminated due to natural condition at the camp are not provided, violating COMAR 10.16.06.46.			

COMAR 10.16.07

Review Health Treatment Area

		Complies or N/A	Needs Correction
13-1 The camp does not have a designated health treatment area, violating COMAR 10.16.07.13.			
13-2 The health treatment area does not afford privacy, quiet, continual supervision and protection from the elements, violating COMAR 10.16.07.13.			
13-3 The health treatment area is not equipped with first aid supplies specified by the health supervisor, violating COMAR 10.16.07.13.			
13-4 The health treatment area is not equipped with provisions for sanitary hand washing, violating COMAR 10.16.07.13.			
13-5 The health treatment area is not equipped with hot and cold running water, violating COMAR 10.16.07.13.			
13-6 The health treatment area is not equipped with a bathroom with a flush toilet, violating COMAR 10.16.07.13.			
13-7 The health treatment area is not equipped with a hand sink, violating COMAR 10.16.07.13.			

	Complies or N/A	Needs Correction
13-8 The health treatment area is not equipped with a shower, violating COMAR 10.16.07.13.		
13-9 The health treatment area is not equipped with an isolation and convalescent area, violating COMAR 10.16.07.13.		
13-10 The health treatment area is not equipped with exterior lighting, violating COMAR 10.16.07.13.		

Procedures

COMAR 10.16.06

Review Emergency Procedures

	Complies or N/A	Needs Correction
34-1 The emergency plan for this camp does not contain the majority of the required procedures as specified in COMAR 10.16.06.34A, violating COMAR 10.16.06.34.*		
34-2 The camp does not have a written emergency procedure plan, violating COMAR 10.16.06.34.		
34-9 Camp staff members and volunteers cannot demonstrate knowledge in the emergency plan, violating COMAR 10.16.06.34.		
34-11 The written emergency plan does not include procedures for the camp staff members to ensure camper safety during natural disasters, severe weather, and other emergencies, violating COMAR 10.16.06.34.		
34-12 The written emergency plan does not include procedures for the camp staff members to evacuate campers from the camp, violating COMAR 10.16.06.34.		
34-13 The written emergency plan does not include procedures for the camp staff members to account for campers, violating COMAR 10.16.06.34.		
34-14 The written emergency plan does not include procedures for the camp staff members to locate a missing camper, violating COMAR 10.16.06.34.		
34-15 The written emergency plan does not include procedures for the camp staff members to use fire, rescue, police, and 911 services, violating COMAR 10.16.06.34.		
34-16 The written emergency plan does not include procedures for the camp staff members to ensure emergency transportation, violating COMAR 10.16.06.34.		
34-17 The written emergency plan does not include procedures for the camp staff members to notify the camper's parent or guardian, violating COMAR 10.16.06.34.		
34-18 The written emergency plan does not include procedures for the camp staff members to ensure camper safety until the camper's parent, guardian, or designee picks up the camper, violating COMAR 10.16.06.34.		
34-19 The written emergency plan does not include procedures for the camp staff members to monitor for adverse weather conditions, violating COMAR 10.16.06.34.		
34-20 The written emergency plan does not include procedures for the camp staff members to provide a telephone or alternate means of communication, violating COMAR 10.16.06.34.		
34-21 The written emergency plan does not include procedures for the camp staff members to conduct a drill of the emergency procedures early in each session, violating COMAR 10.16.06.34.		
34-22 The written emergency plan does not include procedures for the camp staff members to document when a drill of the emergency procedures is conducted, violating COMAR 10.16.06.34.		
34-23 The written emergency plan does not include procedures for the camp staff members to ensure that at least one adult staff member and one counselor or assistant counselor are present so that in the event of an emergency one staff member remains with an injured camper and the other summons emergency assistance immediately, violating COMAR 10.16.06.34.		
34-24 The written emergency plan does not include procedures for the camp staff members to provide adequate shelter for campers and staff members during severe weather, violating COMAR 10.16.06.34.		

Child Abuse Prevention and Reporting

	Complies or N/A	Needs Correction
35-1 The child abuse prevention and reporting program does not contain the majority of the required procedures as specified in COMAR 10.16.06.35B, violating COMAR 10.16.06.35.*		
35-4 The camp operator has not ensured that a written child abuse prevention and reporting program is prepared and implemented that includes procedures for educating staff members and volunteers, violating COMAR 10.16.06.35.		

	Complies or N/A	Needs Correction
35-5 The camp operator has not ensured that a written child abuse prevention and reporting program is prepared and implemented that includes procedures for reporting child abuse both internally and externally, violating COMAR 10.16.06.35.		
35-6 The camp operator has not ensured that a written child abuse prevention and reporting program is prepared and implemented that includes procedures for screening staff members and volunteers prior to working at camp, violating COMAR 10.16.06.35.		
35-7 The camp operator has not ensured that a written child abuse prevention and reporting program is prepared and implemented that includes procedures for reinforcing the camp's policies and procedures during camp operation, violating COMAR 10.16.06.35.		
35-8 The camp operator has not ensured that a written child abuse prevention and reporting program is prepared and implemented that includes procedures for evaluating the facilities and grounds, violating COMAR 10.16.06.35.		
35-9 The camp operator has not ensured that a written child abuse prevention and reporting program is prepared and implemented that includes procedures for supervising campers, violating COMAR 10.16.06.35.		
35-10 The camp operator has not ensured that a written child abuse prevention and reporting program is prepared and implemented that includes procedures for appropriate touching, violating COMAR 10.16.06.35.		
35-11 The camp operator has not ensured that a written child abuse prevention and reporting program is prepared and implemented that includes procedures for responding to inappropriate behaviors, violating COMAR 10.16.06.35.		
35-12 The camp operator has not ensured that a written child abuse prevention and reporting program is prepared and implemented that includes procedures for communicating with staff members, volunteers, parents, the Department and the media, violating COMAR 10.16.06.35.		
35-13 The camp operator has not ensured that a written child abuse prevention and reporting program is prepared and implemented that includes procedures for supporting an alleged victim, violating COMAR 10.16.06.35.		
35-14 The camp operator has not ensured that a written child abuse prevention and reporting program is prepared and implemented that includes procedures for dealing with an alleged perpetrator, violating COMAR 10.16.06.35.		

Camp Trip Safety

	Complies or N/A	Needs Correction
52-2 The camp does not have a written trip plan, violating COMAR 10.16.06.52.*		
52-3 The camp operator has not ensured that the written trip plan defines and addresses the potential health and safety risks for each type of trip, violating COMAR 10.16.06.52.		
52-4 The camp operator has not ensured that the written trip plan identifies camp staff members' qualifications and responsibilities for each type of trip, violating COMAR 10.16.06.52.		
52-5 The camp operator has not ensured that the written trip plan includes procedures for informing a parent or guardian, camper, staff member, and volunteer of the trip before a camper participates in a trip, violating COMAR 10.16.06.52.		
52-6 The camp operator has not ensured that the written trip plan includes procedures for obtaining written authorization from a child's parent or guardian before the child participates in a trip, violating COMAR 10.16.06.52.		
52-7 The camp operator has not ensured that the written trip plan includes procedures for participation eligibility requirements, violating COMAR 10.16.06.52.		
52-8 The camp operator has not ensured that the written trip plan includes procedures for supervision requirements including camper to staff member ratios, violating COMAR 10.16.06.52.		
52-9 The camp operator has not ensured that the written trip plan includes procedures for safety rules, standards, and practices, violating COMAR 10.16.06.52.		
52-10 The camp operator has not ensured that the written trip plan includes procedures for equipment use, maintenance, and storage, violating COMAR 10.16.06.52.		
52-11 The camp operator has not ensured that the written trip plan includes procedures for maintaining campers, staff members, and volunteers' health and emergency information including when and where the information is maintained, violating COMAR 10.16.06.52.		
52-12 The camp operator has not ensured that the written trip plan includes procedures for emergency communication, violating COMAR 10.16.06.52.		
52-13 The camp operator has not ensured that the written trip plan includes procedures for designating a contact person, violating COMAR 10.16.06.52.		
52-14 The camp operator has not ensured that the written trip plan includes procedures for attendance, violating COMAR 10.16.06.52.		

Transportation

	Complies or N/A	Needs Correction
53-5 The camp operator has not ensured that a transportation safety plan is developed and implemented that includes transportation safety rules, standards, and practices, violating COMAR 10.16.06.53.*		
53-6 The camp operator has not ensured that a transportation safety plan is developed and implemented that includes supervision requirements including camper to staff ratios, violating COMAR 10.16.06.53.*		
53-7 The camp operator has not ensured that a transportation safety plan is developed and implemented that includes emergency transportation services, violating COMAR 10.16.06.53.*		
53-8 The camp operator has not ensured that a transportation safety plan is developed and implemented that includes severe weather procedures, violating COMAR 10.16.06.53.*		

COMAR 10.16.07

Review the Written Health Program

	Complies or N/A	Needs Correction
3-1 The health program for this camp does not contain the majority of the required procedures as specified in COMAR 10.16.07.03A(4) and (5), violating COMAR 10.16.07.03.*		
3-2 This camp does not have a written health program, violating COMAR 10.16.07.03.*		
3-3 The health program is not signed by the health supervisor, violating COMAR 10.16.07.03.*		
3-4 The approval of the health supervisor was not given within the past 12 months, violating COMAR 10.16.07.03.*		
3-5 The written health program is not on file at the camp headquarters or office, violating COMAR 10.16.07.03*		
3-6 The written health program is not available to the camp staff members, violating COMAR 10.16.07.03.		
3-7 The written health program does not include the name of the health supervisor, violating COMAR 10.16.07.03.		
3-8 The written health program does not include the title of the health supervisor, violating COMAR 10.16.07.03.		
3-9 The written health program does not include the Maryland or Compact State license number of the health supervisor, violating COMAR 10.16.07.03.		
3-10 The written health program does not include procedures for camp staff members to obtain camper and staff health information, violating COMAR 10.16.07.03.		
3-11 The written health program does not include procedures for camp staff members to notify the health supervisor when a camper has an identified medical problem, violating COMAR 10.16.07.03.		
3-12 The written health program does not include procedures for camp staff members to disseminate information to staff members that work with a camper having a health problem, violating COMAR 10.16.07.03.		
3-13 The written health program does not include procedures for camp staff members to care for a camper with an identified medical problem, violating COMAR 10.16.07.03.		
3-14 The written health program does not include procedures for camp staff members to maintain confidentiality regarding all health information on campers and staff members, violating COMAR 10.16.07.03.		
3-15 The written health program does not include procedures for camp staff members to observe campers each day for easily discernible signs of injury or illness, violating COMAR 10.16.07.03.		
3-16 The written health program does not include procedures for camp staff members to handle health emergencies and accidents, violating COMAR 10.16.07.03.		
3-17 The written health program does not include procedures for camp staff members to use emergency ambulance services and 911 services, violating COMAR 10.16.07.03.		
3-18 The written health program does not include procedures for camp staff members to care for and supervise an injured or ill camper until camper is returned to parent/guardian, violating COMAR 10.16.07.03.		
3-19 The written health program does not include procedures for camp staff members to notify parent, guardian, or the designee when a camper is observed to be injured or ill, violating COMAR 10.16.07.03.		
3-20 The written health program does not include procedures for camp staff members to report health situations in accordance with COMAR 10.16.06.25 and COMAR 10.16.06.26, violating COMAR 10.16.07.03.		
3-21 The written health program does not include procedures for camp staff members to prevent the spread of an infectious disease by using hand washing procedures, violating COMAR 10.16.07.03.		
3-22 The written health program does not include procedures for camp staff members to prevent the spread of an infectious disease by using personal protective equipment, violating COMAR 10.16.07.03.		

	Complies or N/A	Needs Correction
3-23 The written health program does not include procedures for camp staff members to prevent the spread of an infectious disease by using personal hygiene, violating COMAR 10.16.07.03.		
3-24 The written health program does not include procedures for camp staff members to prevent the spread of an infectious disease by using an exposure control plan, violating COMAR 10.16.07.03.		
3-28 The camp does not have written procedures for medication administration as part of the health program, violating COMAR 10.16.07.03.*		

Review Medication Procedures

	Complies or N/A	Needs Correction
14-1 The camp operator is allowing a staff member without certification in medication administration to administer medication to campers, violating COMAR 10.16.07.14.		
14-2 The staff member administering a routine medication other than insulin is not a licensed or certified professional who is authorized to practice in Maryland and whose scope of practice includes medication administration or an adult staff member or volunteer who has successfully completed annually a training course approved annually by the Department, violating COMAR 10.16.07.14.		
14-3 The staff member administering insulin is not a licensed or certified professional who is authorized to practice in Maryland and whose scope of practice includes medication administration, violating COMAR 10.16.07.14.		
14-4 The parent or guardian has not provided written authorization for the camper to self-administer medication, violating COMAR 10.16.07.14.		
14-5 The health supervisor has not designated an adult staff member or volunteer to supervise campers as they self-administer medication, violating COMAR 10.16.07.14.		
14-6 The designated adult staff member or volunteer is not supervising campers as they self-administer medication, violating COMAR 10.16.07.14.		
14-8 All medication is not kept in its original container, violating COMAR 10.16.07.14.		
14-9 The container for non-prescription medication does not include the directions for use, violating COMAR 10.16.07.14.		
14-10 The medication is not given to the camper from the original container, violating COMAR 10.16.07.14.		
14-11 The directions on the Medication Administration Authorization form or in the standing orders are not followed, violating COMAR 10.16.07.14.		
14-12 The staff member administering medication to a camper or supervising a camper who is self-administering medication does not know the side and toxic effects of the medication, violating COMAR 10.16.07.14.		
14-13 The medication is not kept in a locked storage compartment, violating COMAR 10.16.07.14.		
14-14 The staff member did not document the amount of medication administered in the health log or camper's personal health record, violating COMAR 10.16.07.14.		
14-15 The staff member did not document the date and time of administration on the Medication Administration Form, violating COMAR 10.16.07.14.		
14-16 The staff member did not document the name of the individual who is administering or that the camper self-administered, violating COMAR 10.16.07.14.		
14-17 The staff member did not document the final disposition of the medication on the Medication Final Disposition Form, violating COMAR 10.16.07.14.		
14-18 Camper medications were not returned to the parent or guardian or destroyed at the end of the camping session or when they were no longer needed, violating COMAR 10.16.07.14.		
14-19 Prescription medication does not bear a pharmacy label showing the prescription number, violating COMAR 10.16.07.14.		
14-20 Prescription medication does not bear a pharmacy label showing the date filled, violating COMAR 10.16.07.14.		
14-21 Prescription medication does not bear a pharmacy label showing the prescribing physician's name, violating COMAR 10.16.07.14.		
14-22 Prescription medication does not bear a pharmacy label showing the medication name, violating COMAR 10.16.07.14.		
14-23 Prescription medication does not bear a pharmacy label showing the directions for use, violating COMAR 10.16.07.14.		
14-24 Prescription medication does not bear a pharmacy label showing the patient's name, violating COMAR 10.16.07.14.		
14-25 Written authorization from parent or guardian does not include the camper's name, violating COMAR 10.16.07.14.		
14-26 Written authorization from the parent or guardian does not include the parent's or guardian's signature, violating COMAR 10.16.07.14.		

	Complies or N/A	Needs Correction
14-27 Written authorization from the parent or guardian does not include the date signed, violating COMAR 10.16.07.14.		
14-28 Written authorization from the parent or guardian does not include the medication name, violating COMAR 10.16.07.14.		
14-29 Written authorization from the parent or guardian does not include the reason for the medication, violating COMAR 10.16.07.14.		
14-30 Written authorization from the parent or guardian does not include documentation that at least one dose of the medication was given to the camper at home, violating COMAR 10.16.07.14.		
14-34 The camp operator is allowing a staff member with a medication administration training acceptable to the Department to administer a medication that requires a medical decision to determine dose, violating COMAR 10.16.07.14.		
14-35 The camp operator is allowing a staff member with a medication administration training acceptable to the Department to administer a non-emergency medication whose route of administration is injection, violating COMAR 10.16.07.14.		
14-36 The camp operator has not ensured that the child's physician or licensed professional prescribing the medication provided written authorization for the camper to self-administer the medication, violating COMAR 10.16.07.14.		
14-39 The Medication Administration Authorization Form does not have the child's date of birth, violating COMAR 10.16.07.14.		
14-40 The Medication Administration Authorization Form does not have the condition for which medication is being administered, violating COMAR 10.16.07.14.		
14-41 The Medication Administration Authorization Form does not have whether the medication is an emergency medication or not, violating COMAR 10.16.07.14.		
14-42 The Medication Administration Authorization Form does not have the name of the medication, violating COMAR 10.16.07.14.		
14-43 The Medication Administration Authorization Form does not have the dose of the medication, violating COMAR 10.16.07.14.		
14-44 The Medication Administration Authorization Form does not have the route of administration for the medication, violating COMAR 10.16.07.14.		
14-45 The Medication Administration Authorization Form does not have the time or frequency of administration for the medication, violating COMAR 10.16.07.14.		
14-46 The Medication Administration Authorization Form does not have, if PRN, the frequency and for what symptoms the medication should be administered, violating COMAR 10.16.07.14.		
14-47 The Medication Administration Authorization Form does not have the known side effects specific to the camper, violating COMAR 10.16.07.14.		
14-48 The Medication Administration Authorization Form does not have the date medication administration shall begin, violating COMAR 10.16.07.14.		
14-49 The Medication Administration Authorization Form does not have the date medication administration shall end, not to exceed one year from beginning date, violating COMAR 10.16.07.14.		
14-50 The Medication Administration Authorization Form does not have the prescriber's name, violating COMAR 10.16.07.14.		
14-51 The Medication Administration Authorization Form does not have the prescriber's title, violating COMAR 10.16.07.14.		
14-52 The Medication Administration Authorization Form does not have the prescriber's telephone number, violating COMAR 10.16.07.14.		
14-53 The Medication Administration Authorization Form does not have the prescriber's fax number, violating COMAR 10.16.07.14.		
14-54 The Medication Administration Authorization Form does not have the prescriber's address, violating COMAR 10.16.07.14.		
14-55 The Medication Administration Authorization Form does not have the prescriber's signature, violating COMAR 10.16.07.14.		
14-56 The Medication Administration Authorization Form does not have the date the form is signed by the prescriber, violating COMAR 10.16.07.14.		
14-57 The Medication Administration Authorization Form does not have a statement saying 'I request the authorized youth camp operator or staff to administer the medication or supervise the camper in self administration if authorized as prescribed by the above prescriber. I certify that I have legal authority to consent to medical treatment for the child named above, including the administration of medication at the facility. I understand that at the end of the authorized period, an adult must pick up the medication, otherwise it will be discarded. I authorize camp personnel to communicate with the prescriber as allowed by HIPAA', violating COMAR 10.16.07.14.		

	Complies or N/A	Needs Correction
14-58 The Medication Administration Authorization Form does not have the parent's or guardian's primary phone number, violating COMAR 10.16.07.14.		
14-59 The Medication Administration Authorization Form does not have the parent's or guardian's alternative phone number, violating COMAR 10.16.07.14.		
14-60 The Medication Administration Authorization Form does not have a statement saying, 'I consent that the child named above is able to self administer the medication listed. I authorize self administration of the above listed medication for the child named above under the supervision of an authorized youth camp operator or staff member', violating COMAR 10.16.07.14.		
14-61 The Medication Administration Authorization Form does not have the signature of the prescriber and the date the form is signed under the statement above, violating COMAR 10.16.07.14.		
14-62 The Medication Administration Authorization Form does not have the signature of the parent or guardian and the date the form is signed under the statement above, violating COMAR 10.16.07.14.		
14-63 The Medication Administration Authorization Form does not have whether the prescriber authorizes the child to self carry emergency medication, violating COMAR 10.16.07.14.		
14-64 The Medication Administration Authorization Form does not have whether the parent or guardian authorizes the child to self carry emergency medication, violating COMAR 10.16.07.14.		
14-65 The Medication Administration Form does not have the child's name, violating COMAR 10.16.07.14.		
14-66 The Medication Administration Form does not have the child's date of birth, violating COMAR 10.16.07.14.		
14-67 The Medication Administration Form does not have the medication name, violating COMAR 10.16.07.14.		
14-68 The Medication Administration Form does not have the dosage, violating COMAR 10.16.07.14.		
14-69 The Medication Administration Form does not have the route, violating COMAR 10.16.07.14.		
14-70 The Medication Administration Form does not have the time(s) to administer, violating COMAR 10.16.07.14.		
14-71 The Medication Administration Form does not have the amount of medication administered, violating COMAR 10.16.07.14.		
14-72 The Medication Administration Form does not have the date and time of administration, violating COMAR 10.16.07.14.		
14-73 The Medication Administration Form does not have the name of the individual who administered the medication to the child or that the child self-administered the medication, violating COMAR 10.16.07.14.		
14-74 The Medication Final Disposition Form does not have the child's name, violating COMAR 10.16.07.14.		
14-75 The Medication Final Disposition Form does not have the child's date of birth, violating COMAR 10.16.07.14.		
14-76 The Medication Final Disposition Form does not have the name of the medication, violating COMAR 10.16.07.14.		
14-77 The Medication Final Disposition Form does not have the final disposition of the medication, violating COMAR 10.16.07.14.		
14-78 The Medication Final Disposition Form does not have the name of the person to whom the medication was returned, violating COMAR 10.16.07.14.		
14-79 The Medication Final Disposition Form does not have the signature of the camp staff member who returned the medication, violating COMAR 10.16.07.14.		
14-80 The Medication Final Disposition Form does not have the signature of the person responsible for destroying the medication, violating COMAR 10.16.07.14.		
14-81 The Medication Final Disposition Form does not have the signature of the person witnessing the destruction of the medication, violating COMAR 10.16.07.14.		
14-82 The Medication Final Disposition Form does not have the Dates each person signed the form, violating COMAR 10.16.07.14.		
14-87 The following campers are missing a Medication Final Disposition Form for a medication that is no longer being administered at camp, violating COMAR 10.16.07.14:		
	Camper Name	Camper ID Number
	First Name Last Name	ID Number
14-88 The Medication Final Disposition Form for the following campers is missing the indicated information, violating COMAR 10.16.07.14:		
	Camper Name	Missing Information
	First Name Last Name	Missing Information
14-89 The camp operator has not ensured that emergency medication is carried by the camper needing the medication, by a staff member or volunteer directly supervising the camper, or stored at a designated easily accessible location, violating COMAR 10.16.07.14.		
14-90 The camp operator has not ensured that emergency medication is kept in a secure manner, violating COMAR 10.16.07.14.		
14-91 The camp operator has not ensured that emergency medication is administered according to the plan of action developed for the camper and the prescriptive order for the medication, violating COMAR 10.16.07.14.		

	Complies or N/A	Needs Correction
14-92 The camp operator has not ensured that emergency medication is administered by the camper if authorized to self-administer or by an individual trained by a health supervisor, violating COMAR 10.16.07.14.		
14-93 The camp operator is providing medication at camp without a standing order from licensed prescriber, violating COMAR 10.16.07.14.		
14-94 The camp operator does not have consent from a parent or guardian for the child to take a medication provided by the camp, violating COMAR 10.16.07.14.		
14-95 The camp operator has not provided a secure area for staff members and volunteers to store medications, violating COMAR 10.16.07.14.		

Review Camper Health Record Form

	Complies or N/A	Needs Correction
8-1 The camper health record form does not collect the name of the camper's primary care physician or other provider of medical care, violating COMAR 10.16.07.08.*		
8-2 The camper health record form does not collect pertinent information on any physical health problems, violating COMAR 10.16.07.08.*		
8-3 The camper health record form does not collect pertinent information on any psychiatric health problems, violating COMAR 10.16.07.08.*		
8-4 The camper health record form does not collect pertinent information on any behavioral health problems, violating COMAR 10.16.07.08.*		
8-5 The camper health record form does not collect the name of a parent or guardian, violating COMAR 10.16.07.08.*		
8-6 The camper health record form does not collect the phone number of a parent or guardian, violating COMAR 10.16.07.08.*		
8-7 The camper health record form does not collect the name of one additional emergency contact person, violating COMAR 10.16.07.08.*		
8-8 The camper health record form does not collect the phone number of one additional emergency contact person, violating COMAR 10.16.07.08.*		
8-9 The camper health record does not collect whether the camper lives within the United States, US Territory, or the District of Columbia or outside the United States, violating COMAR 10.16.07.08.*		
8-10 The camper health record does not collect the camper's residence, violating COMAR 10.16.07.08.*		
8-11 The camper health record does not collect the immunization exemption for a camper inside the United States, US Territory, or the District of Columbia, violating COMAR 10.16.07.08.*		
8-12 The camper health record does not have a note explaining to submit a record of vaccination DHMH-896 with the form for a camper outside the United States, US Territory, or the District of Columbia, violating COMAR 10.16.07.08.*		

Review Staff Member and Volunteer Health Records and Immunizations

	Complies or N/A	Needs Correction
9-1 The staff member/volunteer health record form does not collect the name of the primary care physician or other provider of medical care, violating COMAR 10.16.07.09.		
9-2 The staff member/volunteer health record form does not collect pertinent information on any physical health problems, violating COMAR 10.16.07.09.		
9-3 The staff member/volunteer health record form does not collect pertinent information on any psychiatric health problems, violating COMAR 10.16.07.09.		
9-4 The staff member/volunteer health record form does not collect pertinent information on any behavioral health problems, violating COMAR 10.16.07.09.		
9-5 The staff member/volunteer health record form does not collect the name of an emergency contact person, violating COMAR 10.16.07.09.		
9-6 The staff member/volunteer health record form does not collect the phone number of an emergency contact person, violating COMAR 10.16.07.09.		
9-7 The staff member or volunteer health record does not collect whether the staff member or volunteer lives within the United States, US Territory, or the District of Columbia or outside the United States, violating COMAR 10.16.07.09.		
9-8 The staff member's or volunteer's health record does not collect the staff member's or volunteer's residence, violating COMAR 10.16.07.09.		

							Complies or N/A	Needs Correction
9-9 The staff member or volunteer health record does not collect the immunization exemption for a staff member or volunteer inside the United States, US Territory, or the District of Columbia, violating COMAR 10.16.07.09.								
9-10 The staff member or volunteer health record does not have a note explaining to submit a record of vaccination DHMH-896 with the form for a camper outside the United States, US Territory, or the District of Columbia, violating COMAR 10.16.07.09.*								
9-11 The following staff member's health record(s) is/are missing the indicated information:								
	Staff Member Name	Dr	Health Issues	EC Name	EC Phone	Imms.		
	First Name Last Name	<input type="checkbox"/>						
9-12 The following volunteer's health record(s) is/are missing the indicated information:								
	Volunteer Name	Dr	Health Issues	EC Name	EC Phone	Imms.		
	First Name Last Name	<input type="checkbox"/>						

Staff

COMAR 10.16.06

Review Employee Background Checks								
							Complies or N/A	Needs Correction
21-1 This camp is missing the Maryland criminal background checks for the following individual(s), violating COMAR 10.16.06.21:*								
	Employee Name	MD						
	First Name Last Name	<input type="checkbox"/>						
21-2 This camp is missing the FBI criminal background checks for the following individual(s), violating COMAR 10.16.06.21:*								
	Employee Name	FBI						
	First Name Last Name	<input type="checkbox"/>						
21-3 The following individual(s) do/does not have a Child Protective Services Background Clearance Check response or completed notarized form on file at camp, violating COMAR 10.16.06.21:*								
	Employee Name	CPS						
	First Name Last Name	<input type="checkbox"/>						
21-4 The camp operator is currently employing the following individual(s) for which the camp operator has not completed and documented an assessment of the information provided in the criminal history record check and the Child Protective Services Background Clearance Check, violating COMAR 10.16.06.21:*								
	Employee Name	No Assessment						
	First Name Last Name	<input type="checkbox"/>						
21-5 The camp operator is currently employing the following individual(s) that is/are not employable according to COMAR 10.16.06.21E and F, violating COMAR 10.16.06.21:*								
	Employee Name	Not Employable						
	First Name Last Name	<input type="checkbox"/>						
21-6 The camp operator is currently employing the following individual(s) for whom an assessment of the background check results has not been completed, violating COMAR 10.16.06.21:*								
	Employee Name	No Background Check Assessment						
	First Name Last Name	<input type="checkbox"/>						
21-7 The personnel administrator of this camp does not have a criminal background check on file with DHMH, violating COMAR 10.16.06.21.*								
21-8 The camp operator has indicated that the following individual will have a background check completed using the DHMH authorization number (9400019171):								
21-9 The criminal background checks for the employees are housed off-site and are not being inspected today. The personnel administrator must contact the inspector to schedule an appointment to verify compliance with Regulation .21 within the next 5 days.								

Review Staff Training

	Complies or N/A	Needs Correction
34-8 The camp does not have documentation that staff members and volunteers received training on the emergency plan, violating COMAR 10.16.06.34.		
35-2 The camp does not have documentation that staff members and volunteers received training on child abuse reporting, violating COMAR 10.16.06.35.		

Camp Trip Safety

	Complies or N/A	Needs Correction
52-19 The camp operator has not ensured that before working on the camp's trips, each staff member or volunteer is trained in the camp's safety plan, violating COMAR 10.16.06.52.		
52-21 The camp operator has not ensured that before working on the camp's trips, each staff member or volunteer is provided with the opportunity to discuss the procedures and have any questions answered by a supervisor, violating COMAR 10.16.06.52.		

Transportation

	Complies or N/A	Needs Correction
53-9 The camp operator has not ensured that before, the camp uses transportation, each staff member or volunteer involved in the transportation and each transportation service provider or driver is trained in the camp's transportation safety plan, violating COMAR 10.16.06.53.		
53-11 The camp operator has not ensured that before, the camp uses transportation, each staff member or volunteer involved in the transportation and each transportation service provider or driver is provided with the opportunity to discuss the procedures and have questions answered by a supervisor, violating COMAR 10.16.06.53.		
53-12 The camp operator has not ensured that before, the camp uses transportation, each staff member or volunteer involved in the transportation and each transportation service provider or driver documentation is kept on file that each staff member or volunteer received training in the camp's transportation safety plan, violating COMAR 10.16.06.53.		

COMAR 10.16.07

Review Health Personnel

	Complies or N/A	Needs Correction
4-1 The health supervisor is not licensed to practice in the State as a physician, certified nurse practitioner, or registered nurse, violating COMAR 10.16.07.04.*		
4-2 The health supervisor is not available for consultation at all times when campers are present at camp, violating COMAR 10.16.07.04.*		
4-3 The health supervisor is not on site at all times where 50 percent or more of the campers have identified medical problems, violating COMAR 10.16.07.04.*		
4-4 The camp does not have at least two adults with CPR certification on staff at all times there are campers present at camp, violating COMAR 10.16.07.04.*		
4-5 The camp does not have at least two adults with first aid certification on staff at all times there are campers present at camp, violating COMAR 10.16.07.04.*		
4-6 The camp divides into more than two groups but does not have enough staff members certified in CPR and first aid to assign one staff member with CPR and first aid certification to each group, violating COMAR 10.16.07.04.*		

Review Staff Training

	Complies or N/A	Needs Correction
3-25 The camp does not have documentation that staff members and volunteers received training on the health program, violating COMAR 10.16.07.03.		
14-31 The camp does not have documentation that staff members and volunteers received training on the medication procedures, violating COMAR 10.16.07.14.		

Implementation

COMAR 10.16.06

Review Injury/Illness Report and Procedure

	Complies or N/A	Needs Correction
6-1 The camp is not reporting injuries, illnesses, medication errors, administration of auto-injectable epinephrine, and reportable disease and conditions to the appropriate individuals within the required time periods, violating COMAR 10.16.07.06.		
6-2 The camp health and safety committee has not made available to the Department for review, written documentation of the findings of the committee, violating COMAR 10.16.07.06.		
6-3 The camp health and safety committee has not retained the written documentation of the committee for 3 years, violating COMAR 10.16.07.06.		
7-1 The camp is not using the approved DHMH Incident Report form to report injuries, illnesses, medication errors, administration of auto-injectable epinephrine, and reportable diseases and conditions, violating COMAR 10.16.07.07.		

Review Emergency Procedures

	Complies or N/A	Needs Correction
34-3 A telephone or alternate means of communication is not provided, violating COMAR 10.16.06.34.		
34-4 An emergency drill is not conducted at the beginning of each new session, violating COMAR 10.16.06.34.		
34-5 The camp operator has not documented when emergency drills were conducted, violating COMAR 10.16.06.34.		
34-6 One adult and one counselor or assistant counselor are not present at camp at all times, violating COMAR 10.16.06.34.		
34-7 Adequate shelter for campers, camp staff members and volunteers is not provided during severe weather, violating COMAR 10.16.06.34.		

Review Staff Knowledge

	Complies or N/A	Needs Correction
35-3 Camp staff members and volunteers cannot demonstrate knowledge in child abuse reporting, violating COMAR 10.16.06.35.		

Review Staff Conduct

	Complies or N/A	Needs Correction
34-10 Staff members and volunteers are not conducting emergency procedures according to the emergency plan, violating COMAR 10.16.06.34.		

Camp Trip Safety

	Complies or N/A	Needs Correction
52-1 The trip safety plan does not contain the majority of the required procedures as specified in COMAR 10.16.06.52A(2)-(5), violating COMAR 10.16.06.52.*		
52-15 The camp operator has not ensured that documentation is kept on file that each staff member or volunteer received training in the trip plan, violating COMAR 10.16.06.52.		
52-16 The camp operator has not ensured that a camper is instructed in safety procedures and the use of protective equipment, violating COMAR 10.16.06.52.		
52-17 The camp operator has not ensured that a camper, staff member, or volunteer is provided with and uses safety equipment suitable to the trip, violating COMAR 10.16.06.52.		
52-18 The camp operator has not ensured that trips are conducted according to the safety plan, violating COMAR 10.16.06.52.		
52-20 The camp operator has not ensured that before working on the camp's trips, each staff member or volunteer demonstrates knowledge of the camp's safety plan, violating COMAR 10.16.06.52.		

	Complies or N/A	Needs Correction
52-22 The camp operator has not ensured that on a camp trip a director or director's designee is present, violating COMAR 10.16.06.52.*		
52-23 The camp operator has not ensured that there is 1 adult staff member, adult volunteer, counselor, or assistant counselor on duty and supervising the campers for each group of 10 campers or fraction of 10 campers participating in the trip, violating COMAR 10.16.06.52.*		
52-24 The camp operator has not ensured that the camp's contact person maintains trip information including a roster of participants, violating COMAR 10.16.06.52.		
52-25 The camp operator has not ensured that the camp's contact person maintains trip information including departure and return times, violating COMAR 10.16.06.52.		
52-26 The camp operator has not ensured that the camp's contact person maintains trip information including attendance during the departure, violating COMAR 10.16.06.52.		
52-27 The camp operator has not ensured that the camp's contact person maintains trip information including attendance during the activity, violating COMAR 10.16.06.52.		
52-28 The camp operator has not ensured that the camp's contact person maintains trip information including attendance during the return, violating COMAR 10.16.06.52.		
52-29 The camp operator has not ensured that the camp's contact person maintains trip information including an itinerary, violating COMAR 10.16.06.52.		
52-30 The camp operator has not ensured that the camp's contact person maintains trip information including the route taken, violating COMAR 10.16.06.52.		
52-31 The camp operator has not ensured that the camp's contact person maintains trip information including inclement weather plans, violating COMAR 10.16.06.52.		
52-32 The camp operator has not ensured there is an adult with cardiopulmonary resuscitation certification from a national organization is on duty, violating COMAR 10.16.06.52.		
52-33 The camp operator has not ensured an adult with first aid certification from a national organization is on duty, violating COMAR 10.16.06.52.		

Transportation

	Complies or N/A	Needs Correction
53-1 The camp operator has not ensured that transportation is provided according to applicable State law, violating COMAR 10.16.06.53.*		
53-2 The camp operator has not ensured that the number of occupants in a vehicle does not exceed the vehicle manufacturer's seating capacity, violating COMAR 10.16.06.53.		
53-3 The camp operator has not ensured that before a camper is transported, written authorization from a camper's parent or guardian is obtained, violating COMAR 10.16.06.53.		
53-4 The camp operator has not ensured that vehicular traffic is controlled on the campsite, violating COMAR 10.16.06.53.		
53-10 The camp operator has not ensured that before, the camp uses transportation, each staff member or volunteer involved in the transportation and each transportation service provider or driver demonstrates knowledge of the camp's transportation safety plan, violating COMAR 10.16.06.53.		
53-13 The camp operator has not ensured that before, the camp uses transportation, each staff member or volunteer involved in the transportation and each transportation service provider or driver a camper, staff member, or volunteer is provided with and uses transportation safety equipment, violating COMAR 10.16.06.53..		
53-14 The camp operator has not ensured that the driver of a vehicle is an adult, violating COMAR 10.16.06.53.		
53-15 The camp operator has not ensured that the driver of a vehicle is licensed according to applicable State law, violating COMAR 10.16.06.53.		
53-16 The camp operator has not ensured that a director is available for consultation when campers are transported to and from camp, violating COMAR 10.16.06.53.		
53-17 The camp operator has not obtained a written agreement from the camper's parent or guardian concerning the parent's or guardian's responsibility for supervising a camper before the camper is picked up and after the camper is dropped off, violating COMAR 10.16.06.53.		
53-18 The camp operator has not ensured that, in addition to the driver, one assistant counselor or adult is on duty and supervising the campers when there are 10 or more campers in a vehicle, violating COMAR 10.16.06.53.		
53-19 The camp operator has not ensured that campers are not transported in non-passenger vehicles, violating COMAR 10.16.06.53.		
53-20 The camp operator has not ensured that campers are not transported in an individual's care without obtaining written authorization from the camper's parent or guardian, violating COMAR 10.16.06.53.		

	Complies or N/A	Needs Correction
53-21 The camp operator has not ensured that campers are not transported in an individual's care without obtaining written authorization from the owner of the vehicle, violating COMAR 10.16.06.53.		
53-22 The camp operator has not provided written information to the camper's parent or guardian that included the camper's pick-up time and designated pick-up location, violating COMAR 10.16.06.53.		
53-23 The camp operator has not provided written information to the camper's parent or guardian that included the camper's drop-off time and designated drop-off location, violating COMAR 10.16.06.53.		
53-24 The camp operator has not provided written information to the camper's parent or guardian that included the camp's pick-up and drop-off safety procedures, violating COMAR 10.16.06.53.		
53-25 The camp operator has not provided written information to the camper's parent or guardian that included the camp's policy concerning the camp's responsibility for supervising a camper when the camper is picked up, dropped off, and transported, violating COMAR 10.16.06.53.		

Supervision of Campers during Routine Activities

	Complies or N/A	Needs Correction
54-1 The camp director or director's designee is not available for consultation at all times when campers are present at camp, violating COMAR 10.16.06.54.*		
54-2 Assistant counselors are supervising campers for long periods of time, violating COMAR 10.16.06.54.*		
54-3 Assistant counselors are supervising more than 5 campers, violating COMAR 10.16.06.54.*		
54-4 The following group(s) do(es) not have the correct staff member to camper ratios, violating COMAR 10.16.06.54:* Group Designation		

Enter information about each group of campers below.

AGES (YEARS)	GROUP SIZE	# OF ADULTS	# OF ASSISTANT COUNSELORS
3.5 to 5	1 – 8	1	0
	9 – 16	1	1
		2	0
	17 – 24	1	2
		2	0
	6 to 10	1 – 15	1
16 – 30		1	2
		2	0
11 +		1 – 15	1
	16 – 30	1	2
		2	0
	31 – 40	2	2
		3	0

Group Description	Age of Youngest Child	# of Children in Group	# of Adults with Group	# of Assistant Counselors with Group	Status
Enter Group Description	Enter Age of Youngest Child	Enter Number of Children in Group	Enter Number of Adults with Group	Enter Number of Assistant Counselors with Group	Select...

COMAR 10.16.07

Review Medication Procedures

	Complies or N/A	Needs Correction
14-7 Camp does not have a prescriptive order for all medications administered at camp, violating COMAR 10.16.07.14.		
14-83 The following campers are missing a Medication Administration Authorization Form for a medication being administered at camp, violating COMAR 10.16.07.14:		
Camper Name	Camper ID Number	
First Name Last Name	Camper ID Number	

		Complies or N/A	Needs Correction
14-84 The Medication Administration Authorization Form for the following campers is missing the indicated information, violating COMAR 10.16.07.14:			
	Camper Name	Missing Information	
	First Name Last Name	Missing Information	
14-85 The following campers are missing a Medication Administration Form for a medication being administered at camp, violating COMAR 10.16.07.14:			
	Camper Name	Camper ID Number	
	First Name Last Name	Camper ID Number	
14-86 The Medication Administration Form for the following campers is missing the indicated information, violating COMAR 10.16.07.14:			
	Camper Name	Missing Information	
	First Name Last Name	Missing Information	

Review Health Log

		Complies or N/A	Needs Correction
5-1 The date is not recorded for all injuries, illnesses, medication errors, and reportable diseases and conditions, violating COMAR 10.16.07.05.			
5-2 The camper's name is not recorded for all injuries, illnesses, medication errors, and reportable diseases and conditions, violating COMAR 10.16.07.05.			
5-3 The camper's ailment is not recorded for all injuries, illnesses, medication errors, and reportable diseases and conditions, violating COMAR 10.16.07.05.			
5-4 The type of treatment given is not recorded for all injuries, illnesses, medication errors, and reportable diseases and conditions, violating COMAR 10.16.07.05.			
5-5 The person giving care is not recorded for all injuries, illnesses, medication errors, and reportable diseases and conditions, violating COMAR 10.16.07.05.			
5-6 The camp health log or camper's personal health record is not written on lined paper, violating COMAR 10.16.07.05.			
57 The camp health log or camper's personal health record is not maintained in a confidential manner, violating COMAR 10.16.07.05.			
5-8 The camp health log or camper's personal health record is not stored in a locked compartment, violating COMAR 10.16.07.05.			
5-9 The camp health log or camper's personal health record is not available at all times for review by the Department, violating COMAR 10.16.07.05.			
5-10 The camp health log or camper's personal health record is not retained for a period of 3 years, violating COMAR 10.16.07.05.			
5-11 Each entry in the camp health log or camper's personal health record is not recorded in ink, violating COMAR 10.16.07.05.			
5-12 A line or lines were skipped when making an entry in the camp health log or camper's personal health record, violating COMAR 10.16.07.05.			
5-13 An entry in the camp health log or camper's personal health record can be easily modified, violating COMAR 10.16.07.05.			
5-14 Each entry in the camp health log or camper's personal health record is not legibly signed by the individual administering care, violating COMAR 10.16.07.05.			
5-15 Camp health log is not a bound volume, spiral notebook with sequentially numbered pages, or dedicated paper record per individual, violating COMAR 10.16.07.05.			
Electronic Medical Records			
10-1 The camp operator has not ensured that the electronic medical record is capturing the same required information as the paper record being replaced, violating COMAR 10.16.07.10.			
10-2 The camp operator has not ensured that the electronic medical record is password protected, violating COMAR 10.16.07.10.			
10-3 The camp operator has not ensured that the electronic medical record is only accessed by authorized staff members, violating COMAR 10.16.07.10.			
10-4 The camp operator has not ensured that the electronic medical record is permanent and will not be deleted, violating COMAR 10.16.07.10.			
10-5 The camp operator has not ensured that the electronic medical record is capable of tracking staff member use of the system and producing an auditable record, violating COMAR 10.16.07.10.			
10-6 The camp operator has not ensured that the electronic medical record is maintained in a confidential manner, violating COMAR 10.16.07.10.			

	Complies or N/A	Needs Correction
10-7 The camp operator has not ensured that the electronic medical record is available at all times for review by the Department, violating COMAR 10.16.07.10.		
10-8 The camp operator has not ensured that the electronic medical record is retained for a period of three years, violating COMAR 10.16.07.10.		
10-9 In a case where a power or server outage prevents access to the electronic medical record, the camp operator has not provided a paper health log that meets the requirements of COMAR 10.16.06.24.		
10-10 In a case where a power or server outage prevents access to the electronic medical record, the camp operator has not recorded all injuries, illnesses, medication errors, and reportable diseases and conditions as delineated in COMAR 10.06.01 in the paper health log until power or access to the electronic medical record was restored, violating COMAR 10.16.07.10.		
10-11 In a case where a power or server outage prevents access to the electronic medical record, the camp operator has not transcribed all information recorded in the paper health log into the electronic medical record once power or access to the electronic medical record is restored, violating COMAR 10.16.07.10.		
10-12 In a case where a power or server outage prevents access to the electronic medical record, the camp operator has not annotated the paper health log to indicate that transcription has occurred, violating COMAR 10.16.07.10.		
10-13 In a case where a power or server outage prevents access to the electronic medical record, the camp operator has not retained the paper health log according to timeframe specified in COMAR 10.16.06.24, violating COMAR 10.16.07.10.		
10-14 In a case where a power or server outage prevents access to the electronic medical record, with the exception of the health log, the camp operator has not provided an alternative means to access the electronic medical record, violating COMAR 10.16.07.10.		
10-15 In a case where a power or server outage prevents access to the electronic medical record, the camp operator has not provided a paper Medication Administration Form that meets the requirements of COMAR 10.16.06.33, violating COMAR 10.16.07.10.		

Review Camper Health Records and Immunizations

	Complies or N/A	Needs Correction																
8-13 The following camper's health record(s) is/are missing the indicated information, violating COMAR 10.16.07.08*:																		
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">Camper First Name</th> <th style="width: 15%;">Camper Last Name</th> <th style="width: 10%;">Physician</th> <th style="width: 10%;">Health Problems</th> <th style="width: 10%;">Parent Name</th> <th style="width: 10%;">Parent Phone</th> <th style="width: 10%;">EC Name</th> <th style="width: 10%;">EC Phone</th> </tr> </thead> <tbody> <tr> <td>First Name</td> <td>Last Name</td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </tbody> </table>	Camper First Name	Camper Last Name	Physician	Health Problems	Parent Name	Parent Phone	EC Name	EC Phone	First Name	Last Name	<input type="checkbox"/>							
Camper First Name	Camper Last Name	Physician	Health Problems	Parent Name	Parent Phone	EC Name	EC Phone											
First Name	Last Name	<input type="checkbox"/>																
8-14 The following camper's health record(s) is/are missing the immunization information, violating COMAR 10.16.07.08:																		
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;"></th> <th style="width: 25%;">Camper First Name</th> <th style="width: 25%;">Camper Last Name</th> </tr> </thead> <tbody> <tr> <td></td> <td style="text-align: center;">Camper First Name</td> <td style="text-align: center;">Camper Last Name</td> </tr> </tbody> </table>		Camper First Name	Camper Last Name		Camper First Name	Camper Last Name												
	Camper First Name	Camper Last Name																
	Camper First Name	Camper Last Name																

Assess Exclusion for Acute Illness and Communicable Disease

	Complies or N/A	Needs Correction
7-11 The camp operator has admitted a camper or allowed an individual to work or volunteer that does not have vaccination or immunity to a disease present at camp, violating COMAR 10.16.07.11.*		
12-1 Camp staff members are not monitoring campers for signs and symptoms of acute illness such as vomiting, diarrhea, or a fever, violating COMAR 10.16.07.12.		
12-2 Camp staff members are not promptly arranging for first aid or medical treatment upon observing a sign or symptom of acute illness, violating COMAR 10.16.07.12.		
12-3 Camp staff members are not restricting an affected camper from participating in camp activities so that the camper's illness is not communicated to another individual, violating COMAR 10.16.07.12.		
12-4 Camp staff members are not providing supervision for the affected camper so that the camper is within sight and hearing of the supervising staff member, violating COMAR 10.16.07.12.		
12-5 Camp staff members, upon observing a sign or symptom of acute illness, are not reporting an illness in accordance with COMAR 10.16.06.25, violating COMAR 10.16.07.12.		
12-6 Camp staff members, upon observing a sign or symptom of acute illness, are not notifying the camper's parent or guardian that the camper may not remain at camp, violating COMAR 10.16.07.12.		
12-7 The camp operator admitted a camper who was exhibiting a symptom of an acute illness to camp, violating COMAR 10.16.07.12.		

	Complies or N/A	Needs Correction
12-8 The camp operator allowed a camper who was exhibiting a symptom of an acute illness to remain at camp, violating COMAR 10.16.07.12.		
12-9 The camp operator has knowingly allowed an individual to participate, work, or volunteer at camp during the period of communicability of a disease or condition listed in COMAR 10.06.01 without the individual being under the care of a licensed health practitioner, violating COMAR 10.16.07.12.		
12-10 The camp operator has knowingly allowed an individual to participate, work, or volunteer at camp during the period of communicability of a disease or condition listed in COMAR 10.06.01 without a written approval from a licensed health practitioner or local health officer for the individual's attendance, violating COMAR 10.16.07.12.		

Review Health Treatment Area

	Complies or N/A	Needs Correction
13-11 Staff members and volunteers are not washing their hands before and after treatment, violating COMAR 10.16.07.13.		

Review Staff Knowledge

	Complies or N/A	Needs Correction
3-26 Camp staff members and volunteers do not demonstrate knowledge in the health program, violating COMAR 10.16.07.03.		
14-32 Camp staff members and volunteers do not demonstrate knowledge in the medication procedures, violating COMAR 10.16.07.14.		

Review Staff Conduct

	Complies or N/A	Needs Correction
3-27 Camp staff members and volunteers are not conducting health procedures according to the written health program, violating COMAR 10.16.07.03.		
14-33 Camp staff members and volunteers are not handling medications according to the camp's written medication procedures, violating COMAR 10.16.07.14.		

For Residential Camps Only

Residential Camps

	Complies or N/A	Needs Correction
40-1 A bed, cot, or bunk is not provided for each individual, violating COMAR 10.16.06.40.		
40-2 Each bed, cot, or bunk does not have a sturdy frame, violating COMAR 10.16.06.40.		
40-3 There is less than 12 inches of clear space between the floor and the bottom of the bed, cot or bunk, violating COMAR 10.16.06.40.		
40-4 The bedding provided is not clean and sanitary, violating COMAR 10.16.06.40.		
40-5 The mattress is not clean, violating COMAR 10.16.06.40.		
40-6 The mattress is not disinfected annually, violating COMAR 10.16.06.40.		
40-7 The mattress is not vermin-free, violating COMAR 10.16.06.40.		
40-8 The mattress is not hole-free, violating COMAR 10.16.06.40.		
40-9 The mattress is not completely covered with a clean sheet or mattress cover, violating COMAR 10.16.06.40.		
40-10 A mattress is not provided for each individual, violating COMAR 10.16.06.40.		
40-11 There is less than 30 square feet of floor space per occupant in sleeping areas, violating COMAR 10.16.06.40.		
40-12 There is less than 27 inches between the top of the lower mattress and the bottom of the top bunk, violating COMAR 10.16.06.40.		
40-13 There is less than 36 inches between the top of the upper mattress and the ceiling, violating COMAR 10.16.06.40.		
40-14 Each individual at the primitive camp does not have a sleeping bag, violating COMAR 10.16.06.40.		

Specialized Activities – Aquatic Programs

Swimming - Pool

Location: Select...

When offsite, Offsite Location: Offsite Location

Review Swim Safety Plan – Swimming Pool

	Complies or N/A	Needs Correction
47-1 The director or designee is not present at camp during swimming, violating COMAR 10.16.06.47.*		
47-2 The director or designee is not present at camp during swimming, violating COMAR 10.16.06.47.*		
47-3 Camp does not have a written swim safety plan, violating COMAR 10.16.06.47 and COMAR 10.16.06.52.*		
47-4 The swim safety plan does not define and address the potential health and safety risks for swimming, violating COMAR 10.16.06.47 and COMAR 10.16.06.52.*		
47-5 The swim safety plan does not identify camp staff members' qualifications and responsibilities for swimming, violating COMAR 10.16.06.47 and COMAR 10.16.06.52.*		
47-6 The swim safety plan does not include operating procedures for informing a parent or guardian, camper, staff member, and volunteer of swimming before a camper participates in swimming, violating COMAR 10.16.06.47 and COMAR 10.16.06.52.*		
47-7 The swim safety plan does not include operating procedures for obtaining written authorization from a child's parent or guardian before the child participates in swimming, violating COMAR 10.16.06.47 and COMAR 10.16.06.52.*		
47-8 The swim safety plan does not include operating procedures for participation eligibility requirements, violating COMAR 10.16.06.47 and COMAR 10.16.06.52.*		
47-9 The swim safety plan does not include operating procedures for supervision requirements including camper to staff member ratios, violating COMAR 10.16.06.47 and COMAR 10.16.06.52.*		
47-10 The swim safety plan does not include operating procedures for safety rules, standards, and practices, violating COMAR 10.16.06.47 and COMAR 10.16.06.52.*		
47-11 The swim safety plan does not include operating procedures for equipment use, maintenance, and storage, violating COMAR 10.16.06.47 and COMAR 10.16.06.52.*		
47-12 The swim safety plan does not include operating procedures for maintaining camper's, staff member's, and volunteer's health and emergency information including when and where the information will be maintained, violating COMAR 10.16.06.47 and COMAR 10.16.06.52.*		
47-13 The swim safety plan does not include operating procedures for emergency communication, violating COMAR 10.16.06.47 and COMAR 10.16.06.52.*		
47-14 The swim safety plan does not include operating procedures for designating a contact person, violating COMAR 10.16.06.47 and COMAR 10.16.06.52.*		
47-15 The swim safety plan does not include operating procedures for attendance, violating COMAR 10.16.06.47 and COMAR 10.16.06.52.*		
47-39 The swim safety plan for the pool does not include procedures for evaluating and classifying a camper as to swimming ability before allowing the camper to participate in swimming, violating COMAR 10.16.06.47.		
47-40 The swim safety plan for the pool does not include procedures for evaluating and classifying a camper as to other appropriate aquatic skills before allowing the camper to participate in swimming, violating COMAR 10.16.06.47.		
47-41 The swim safety plan for the pool does not include procedures for assigning a camper to areas, equipment, facilities, and activities appropriate with the camper's abilities before allowing the camper to participate in swimming, violating COMAR 10.16.06.47.		
47-42 The swim safety plan for the pool does not include procedures for maintaining the water activity equipment and facility in good working condition, violating COMAR 10.16.06.47.		
47-43 The swim safety plan for the pool does not include procedures for the implementation of a safety system to quickly account for all campers during swimming, violating COMAR 10.16.06.47.		
47-44 The swim safety plan for the pool does not include procedures for posting a list of emergency procedures and emergency telephone numbers (fire, police, etc.) in a conspicuous place during swimming activity, violating COMAR 10.16.06.47.		
47-45 The swim safety plan for the pool does not include procedures for providing first aid and rescue equipment at the swimming activity, violating COMAR 10.16.06.47.		
47-46 The swim safety plan for the pool does not include procedures for having an instructor present and supervising the swimming instruction activity, violating COMAR 10.16.06.47.		

	Complies or N/A	Needs Correction
47-47 The swim safety plan for the pool does not include procedures for maintaining the minimum ratio of lifeguards to people in the water which is 1 lifeguard to 50 people or fraction of 50 people in the water, violating COMAR 10.16.06.47.		
47-48 The swim safety plan for the pool does not include procedures for maintaining the ratio of 16 year old or older staff members to campers, who are not the instructor or lifeguard and are on duty pool side observing the campers, which is one 16 year old or older staff member per 25 campers or fraction of 25 campers in the water, violating COMAR 10.16.06.47.		
47-49 The swim safety plan for the pool does not include procedures for having 2 individuals certified in first aid and CPR on duty at the swimming activity, violating COMAR 10.16.06.47.		
47-50 The swim safety plan for the pool does not include procedures for adding additional instructors, lifeguards, counselors, or assistant counselors when there is a condition which exists that compromises the ability of the instructor, lifeguard, counselor, or assistant counselor from performing the staff member's job duty, violating COMAR 10.16.06.47.		
47-51 The swim safety plan for the pool does not include procedures for maintaining 1 adult staff member, adult volunteer, counselor, or assistant counselor on duty and supervising the campers for each group of 10 campers or fraction of 10 campers participating in the swimming activity, violating COMAR 10.16.06.47.		

Observe Swimming at the Pool

	Complies or N/A	Needs Correction
47-16 Before participating in swimming a camper is not evaluated and classified as to swimming ability, violating COMAR 10.16.06.47.		
47-17 Before participating in swimming a camper is not evaluated and classified as to other appropriate aquatic skills, violating COMAR 10.16.06.47.		
47-18 Before participating in swimming a camper is not assigned to areas, equipment, facilities, and activities appropriate with the camper's abilities, violating COMAR 10.16.06.47.		
47-19 The water activity equipment and facility are not maintained in good working condition, violating COMAR 10.16.06.47.		
47-20 There is no safety system in effect to quickly account for all campers during swimming, violating COMAR 10.16.06.47.		
47-21 A list of emergency procedures and emergency telephone numbers (fire, police, etc.) is not posted in a conspicuous place during swimming activity, violating COMAR 10.16.06.47.		
47-22 First aid and rescue equipment is not provided at swimming activity, violating COMAR 10.16.06.47.		
47-23 An instructor is not present and supervising the swimming instruction activity, violating COMAR 10.16.06.47.*		
47-24 The ratio of lifeguards to people in the water exceeds the 1 lifeguard to 50 people or fraction of 50 people in the water ratio, violating COMAR 10.16.06.47.*		
47-25 The ratio of 16 year old or older staff members to campers, who are not the instructor or lifeguard and are on duty pool side observing the campers, exceeds the 1 16 year old or older staff member per 25 campers or fraction of 25 campers in the water ratio, violating COMAR 10.16.06.47.*		
47-26 There are not 2 individuals certified in first aid and CPR on duty at the swimming activity, violating COMAR 10.16.06.47.*		
47-27 An additional instructor, lifeguard, counselor, or assistant counselor is not on duty when there is a condition which exists that compromises the ability of the instructor, lifeguard, counselor, or assistant counselor from performing the staff member's job duty, violating COMAR 10.16.06.47.*		
47-28 There is not 1 adult staff member, adult volunteer, counselor, or assistant counselor on duty and supervising the campers for each group of 10 campers or fraction of 10 campers participating in the swimming activity, violating COMAR 10.16.06.47.*		
47-29 The pool does not comply with COMAR 10.17.01 and/or does not have a valid operating certificate issued by the local health department, violating COMAR 10.16.06.47.		
47-30 The pool and pool equipment is not maintained in good condition, violating COMAR 10.16.06.47.		
47-31 The camp operator has not ensured that before working at the camp's swimming activity, each staff member or volunteer is trained in the camp's safety plan, violating COMAR 10.16.06.47 and COMAR 10.16.06.52.		
47-32 The camp operator has not ensured that before working at the camp's swimming activity, each staff member or volunteer demonstrates knowledge of the camp's safety plan, violating COMAR 10.16.06.47 and COMAR 10.16.06.52.		
47-33 The camp operator has not ensured that before working at the camp's swimming activity, each staff member or volunteer is provided with the opportunity to discuss the procedures and have any questions answered by a supervisor, violating COMAR 10.16.06.47 and COMAR 10.16.06.52.		

	Complies or N/A	Needs Correction
47-34 The camp operator has not ensured that documentation is kept on file that each staff member or volunteer received the required training, violating COMAR 10.16.06.47 and COMAR 10.16.06.52.		
47-35 The camp operator has not ensured that a camper is instructed in safety procedures and the use of protective equipment, violating COMAR 10.16.06.47 and COMAR 10.16.06.52.		
47-36 The camp operator has not ensured that a camper, staff member, or volunteer is provided with and uses safety equipment suitable to the specialized activity, violating COMAR 10.16.06.47 and COMAR 10.16.06.52.		
47-37 The camp operator has not ensured that swimming is conducted according to the safety plan, violating COMAR 10.16.06.47 and COMAR 10.16.06.52.		
47-38 The swim safety plan for the pool does not contain the majority of the required procedures as specified in COMAR 10.16.06.52A(2)-(5), violating COMAR 10.16.06.47 and COMAR 10.16.06.52.*		

Swimming – Natural Swim Area

Location: Select...

When offsite, Offsite Location:

Review Swim Safety Plan – Natural Swimming Area

	Complies or N/A	Needs Correction
47-1N The director or designee is not present at camp during swimming at natural swim area, violating COMAR 10.16.06.47.*		
47-2N The director or designee is not present at activity site during swimming at natural swim area, violating COMAR 10.16.06.47.*		
47-3N Camp does not have a written natural swim area swim safety plan, violating COMAR 10.16.06.47 and COMAR 10.16.06.52.*		
47-4N The swim safety plan does not define and address the potential health and safety risks for swimming at a natural swim area, violating COMAR 10.16.06.47 and COMAR 10.16.06.52.*		
47-5N The swim safety plan does not identify camp staff members' qualifications and responsibilities for swimming at natural swim area, violating COMAR 10.16.06.47 and COMAR 10.16.06.52.*		
47-6N The swim safety plan does not include operating procedures for informing a parent or guardian, camper, staff member, and volunteer of swimming at natural swim area before a camper participates in swimming at natural swim area, violating COMAR 10.16.06.47 and COMAR 10.16.06.52.*		
47-7N The swim safety plan does not include operating procedures for obtaining written authorization from a child's parent or guardian before the child participates in swimming at natural swim area, violating COMAR 10.16.06.47 and COMAR 10.16.06.52.*		
47-8N The swim safety plan does not include operating procedures for participation eligibility requirements for natural swim area, violating COMAR 10.16.06.47 and COMAR 10.16.06.52.*		
47-9N The swim safety plan does not include operating procedures for supervision requirements including camper to staff member ratios, violating COMAR 10.16.06.47 and COMAR 10.16.06.52.*		
47-10N The swim safety plan does not include operating procedures for safety rules, standards, and practices, violating COMAR 10.16.06.47 and COMAR 10.16.06.52.*		
47-11N The swim safety plan does not include operating procedures for equipment use, maintenance, and storage, violating COMAR 10.16.06.47 and COMAR 10.16.06.52.*		
47-12N The swim safety plan does not include operating procedures for maintaining camper's, staff member's, and volunteer's health and emergency information including when and where the information will be maintained, violating COMAR 10.16.06.47 and COMAR 10.16.06.52.*		
47-13N The swim safety plan does not include operating procedures for emergency communication, violating COMAR 10.16.06.47 and COMAR 10.16.06.52.*		
47-15N The swim safety plan does not include operating procedures for attendance, violating COMAR 10.16.06.47 and COMAR 10.16.06.52.*		
47-43N The swim safety plan for natural swimming does not contain the majority of the required procedures as specified in COMAR 10.16.06.52A(2)-(5), violating COMAR 10.16.06.47 and COMAR 10.16.06.52.*		
47-44N The swim safety plan for natural swimming does not include procedures for evaluating and classifying a camper as to swimming ability before allowing the camper to participate in swimming, violating COMAR 10.16.06.47.		
47-45N The swim safety plan for natural swimming does not include procedures for evaluating and classifying a camper as to other appropriate aquatic skills before allowing the camper to participate in swimming, violating COMAR 10.16.06.47.		

	Complies or N/A	Needs Correction
47-46N The swim safety plan for natural swimming does not include procedures for assigning a camper to areas, equipment, facilities, and activities appropriate with the camper's abilities before allowing the camper to participate in swimming, violating COMAR 10.16.06.47.		
47-47N The swim safety plan for natural swimming does not include procedures for maintaining the water activity equipment and facility in good working condition, violating COMAR 10.16.06.47.		
47-48N The swim safety plan for natural swimming does not include procedures for the implementation of a safety system to quickly account for all campers during swimming, violating COMAR 10.16.06.47.		
47-49N The swim safety plan for natural swimming does not include procedures for posting a list of emergency procedures and emergency telephone numbers (fire, police, etc.) in a conspicuous place during swimming activity, violating COMAR 10.16.06.47.		
47-50N The swim safety plan for natural swimming does not include procedures for providing first aid and rescue equipment at the swimming activity, violating COMAR 10.16.06.47.		
47-51N The swim safety plan for natural swimming does not include procedures for having an instructor present and supervising the swimming instruction activity, violating COMAR 10.16.06.47.		
47-52N The swim safety plan for natural swimming does not include procedures for maintaining the minimum ratio of lifeguards to people in the water which is 1 lifeguard to 50 people or fraction of 50 people in the water, violating COMAR 10.16.06.47.		
47-53N The swim safety plan for natural swimming does not include procedures for maintaining the ratio of 16 year old or older staff members to campers, who are not the instructor or lifeguard and are on duty pool side observing the campers, which is one 16 year old or older staff member per 25 campers or fraction of 25 campers in the water, violating COMAR 10.16.06.47.		
47-54N The swim safety plan for natural swimming does not include procedures for having 2 individuals certified in first aid and CPR on duty at the swimming activity, violating COMAR 10.16.06.47.		
47-55N The swim safety plan for natural swimming does not include procedures for adding additional instructors, lifeguards, counselors, or assistant counselors when there is a condition which exists that compromises the ability of the instructor, lifeguard, counselor, or assistant counselor from performing the staff member's job duty, violating COMAR 10.16.06.47.		
47-56N The swim safety plan for natural swimming does not include procedures for maintaining 1 adult staff member, adult volunteer, counselor, or assistant counselor on duty and supervising the campers for each group of 10 campers or fraction of 10 campers participating in the swimming activity, violating COMAR 10.16.06.47.		

Observe Swimming at the Natural Bathing Area

	Complies or N/A	Needs Correction
47-16N Before participating in swimming a camper is not evaluated and classified as to swimming ability, violating COMAR 10.16.06.47.		
47-17N Before participating in swimming a camper is not evaluated and classified as to other appropriate aquatic skills, violating COMAR 10.16.06.47.		
47-18N Before participating in swimming a camper is not assigned to areas, equipment, facilities, and activities appropriate with the camper's abilities, violating COMAR 10.16.06.47.		
47-19N The water activity equipment and facility are not maintained in good working condition, violating COMAR 10.16.06.47.		
47-20N There is no safety system in effect to quickly account for all campers during swimming, violating COMAR 10.16.06.47.		
47-21N A list of emergency procedures and emergency telephone numbers (fire, police, etc.) is not posted in a conspicuous place during swimming activity, violating COMAR 10.16.06.47.		
47-22N First aid and rescue equipment is not provided at swimming activity, violating COMAR 10.16.06.47.		
47-23N An instructor is not present and supervising the swimming instruction activity, violating COMAR 10.16.06.47.*		
47-24N The ratio of lifeguards to people in the water exceeds the 1 lifeguard to 50 people or fraction of 50 people in the water ratio, violating COMAR 10.16.06.47.*		
47-25N The ratio of 16 year old or older staff members to campers, who are not the instructor or lifeguard and are on duty observing the campers, exceeds the 1 16 year old or older staff member per 25 campers or fraction of 25 campers in the water ratio, violating COMAR 10.16.06.47.*		
47-26N There are not 2 individuals certified in first aid and CPR on duty at the swimming activity, violating COMAR 10.16.06.47.*		

	Complies or N/A	Needs Correction
47-27N An additional instructor, lifeguard, counselor, or assistant counselor is not on duty when there is a condition which exists that compromises the ability of the instructor, lifeguard, counselor, or assistant counselor from performing the staff member's job duty, violating COMAR 10.16.06.47.*		
47-28N There is not 1 adult staff member, adult volunteer, counselor, or assistant counselor on duty and supervising the campers for each group of 10 campers or fraction of 10 campers participating in the swimming activity, violating COMAR 10.16.06.47.*		
47-31N The camp operator has not ensured that a swimmer is not subjected to a dangerous condition such as a strong current, sharp drop-off, a quicksand bottom, or rough surf, violating COMAR 10.16.06.47.		
47-32N The camp operator has not ensured that the water at a natural swim area is free from dangerous aquatic life, violating COMAR 10.16.06.47.		
47-33N The camp operator has not ensured that the bottom of a natural swim area is free from hazardous debris, sharp stones, and sharp shells, violating COMAR 10.16.06.47.		
47-34N The camp operator has not ensured that swimming, diving, and boating areas are clearly marked or roped off, violating COMAR 10.16.06.47.		
47-35N The camp operator has not ensured that diving and swimming programs are conducted at separate times or in separate areas from boating programs, violating COMAR 10.16.06.47.		
47-36N The camp operator has not ensured that before working at the camp's swimming activity, each staff member or volunteer is trained in the camp's safety plan, violating COMAR 10.16.06.47 and COMAR 10.16.06.52.		
47-37N The camp operator has not ensured that before working at the camp's swimming activity, each staff member or volunteer demonstrates knowledge of the camp's safety plan, violating COMAR 10.16.06.47 and COMAR 10.16.06.52.		
47-38N The camp operator has not ensured that before working at the camp's swimming activity, each staff member or volunteer is provided with the opportunity to discuss the procedures and have any questions answered by a supervisor, violating COMAR 10.16.06.47 and COMAR 10.16.06.52.		
47-39N The camp operator has not ensured that documentation is kept on file that each staff member or volunteer received the required training, violating COMAR 10.16.06.47 and COMAR 10.16.06.52.		
47-40N The camp operator has not ensured that a camper is instructed in safety procedures and the use of protective equipment, violating COMAR 10.16.06.47 and COMAR 10.16.06.52.		
47-41N The camp operator has not ensured that a camper, staff member, or volunteer is provided with and uses safety equipment suitable to the specialized activity, violating COMAR 10.16.06.47 and COMAR 10.16.06.52.		
47-42N The camp operator has not ensured that swimming is conducted according to the safety plan, violating COMAR 10.16.06.47 and COMAR 10.16.06.52.		

Watercraft Activity

Type of Watercraft Activity: Type of Watercraft Activity
Location: Select... When offsite, Offsite Location:

Review Watercraft Safety Plan

	Complies or N/A	Needs Correction
47-1W The director or designee is not present at camp during watercraft activity, violating COMAR 10.16.06.47.*		
47-2W The director or designee is not present at activity site during watercraft activity, violating COMAR 10.16.06.47.*		
47-3W Camp does not have a written watercraft activity safety plan, violating COMAR 10.16.06.47 and COMAR 10.16.06.52.		
47-4W The watercraft activity safety plan does not define and address the potential health and safety risks for the watercraft activity, violating COMAR 10.16.06.47 and COMAR 10.16.06.52.*		
47-5W The watercraft activity safety plan does not identify camp staff members' qualifications and responsibilities for the watercraft activity, violating COMAR 10.16.06.47 and COMAR 10.16.06.52.*		
47-6W The watercraft activity safety plan does not include operating procedures for informing a parent or guardian, camper, staff member, and volunteer of the watercraft activity before a camper participates in the watercraft activity, violating COMAR 10.16.06.47 and COMAR 10.16.06.52.*		

	Complies or N/A	Needs Correction
47-7W The watercraft activity safety plan does not include operating procedures for obtaining written authorization from a child's parent or guardian before the child participates in the watercraft activity, violating COMAR 10.16.06.47 and COMAR 10.16.06.52.*		
47-8W The watercraft activity safety plan does not include operating procedures for participation eligibility requirements, violating COMAR 10.16.06.47 and COMAR 10.16.06.52.*		
47-9W The watercraft activity safety plan does not include operating procedures for supervision requirements including camper to staff member ratios, violating COMAR 10.16.06.47 and COMAR 10.16.06.52.*		
47-10W The watercraft activity safety plan does not include operating procedures for safety rules, standards, and practices, violating COMAR 10.16.06.47 and COMAR 10.16.06.52.*		
47-11W The watercraft activity safety plan does not include operating procedures for equipment use, maintenance, and storage, violating COMAR 10.16.06.47 and COMAR 10.16.06.52.*		
47-12W The watercraft activity safety plan does not include operating procedures for maintaining camper's, staff member's, and volunteer's health and emergency information including when and where the information will be maintained, violating COMAR 10.16.06.47 and COMAR 10.16.06.52.*		
47-13W The watercraft activity safety plan does not include operating procedures for emergency communication, violating COMAR 10.16.06.47 and COMAR 10.16.06.52.*		
47-14W The watercraft activity safety plan does not include operating procedures for designating a contact person, violating COMAR 10.16.06.47 and COMAR 10.16.06.52.*		
47-15W The watercraft activity safety plan does not include operating procedures for attendance, violating COMAR 10.16.06.47 and COMAR 10.16.06.52.*		

Observe Watercraft Activity

	Complies or N/A	Needs Correction
47-16W Before participating in the watercraft activity a camper is not evaluated and classified as to swimming ability, violating COMAR 10.16.06.47.		
47-17W Before participating in the watercraft activity a camper is not evaluated and classified as to other appropriate aquatic skills, violating COMAR 10.16.06.47.		
47-18W Before participating in the watercraft activity a camper is not assigned to areas, equipment, facilities, and activities appropriate with the camper's abilities, violating COMAR 10.16.06.47.		
47-19W The water activity equipment and facility are not maintained in good working condition, violating COMAR 10.16.06.47.		
47-20W There is not safety system in effect to quickly account for all campers during the watercraft activity, violating COMAR 10.16.06.47.		
47-21W A list of emergency procedures and emergency telephone numbers (fire, police, etc.) is not posted in a conspicuous place during the watercraft activity, violating COMAR 10.16.06.47.		
47-22W First aid and rescue equipment is not provided at the watercraft activity, violating COMAR 10.16.06.47.		
47-23W An instructor is not present and supervising the swimming instruction activity, violating COMAR 10.16.06.47.*		
47-24W The ratio of lifeguards to people in the water exceeds the 1 lifeguard to 50 people or fraction of 50 people in the water ratio, violating COMAR 10.16.06.47.*		
47-25W The ratio of 16 year old or older staff members to campers, who are not the instructor or lifeguard and are on duty waterside observing the campers, exceeds the 1 16 year old or older staff member per 25 campers or fraction of 25 campers in the water ratio, violating COMAR 10.16.06.47.*		
47-26W There are not 2 individuals certified in first aid and CPR on duty at the watercraft activity, violating COMAR 10.16.06.47.*		
47-27W An additional instructor, lifeguard, counselor, or assistant counselor is not on duty when there is a condition which exists that compromises the ability of the instructor, lifeguard, counselor, or assistant counselor from performing the staff member's job duty, violating COMAR 10.16.06.47.*		
47-28W There is not 1 adult staff member, adult volunteer, counselor, or assistant counselor on duty and supervising the campers for each group of 10 campers or fraction of 10 campers participating in the watercraft activity, violating COMAR 10.16.06.47.*		
47-29W The natural diving or swimming area does not comply with COMAR 26.08.09 and/or does not have a valid bathing beach permit issued by the local health department if required, violating COMAR 10.16.06.47.		
47-30W The watercraft is not equipped with U.S.*		
47-31W A water skier was not wearing a personal floatation device approved by the U.S.*		
47-32W A watercraft towing a water skier did not have an observer on board in addition to the driver, violating COMAR 10.16.06.47.		

	Complies or N/A	Needs Correction
47-33W An occupant of a watercraft was not wearing a U.S.*		
47-34W An individual using a watercraft was not given training in boarding, debarking, and safety procedures for the craft, violating COMAR 10.16.06.47.		
47-35W An instructor was not within sight and hearing of the watercraft activity or in the case of a river trip did not maintain supervision according to the written safety plan, violating COMAR 10.16.06.47.*		
47-36W No one holding certification in first aid and CPR was present at each watercraft activity, violating COMAR 10.16.06.47.*		
47-37W One lifeguard or water safety rescuer who has lifeguard or rescuer certification appropriate for the watercraft site and activity was not present at each watercraft activity, violating COMAR 10.6.06.47.*		
47-38W Before working at the camp's watercraft activity, each staff member or volunteer is not trained in the camp's safety plan, violating COMAR 10.16.06.47 and COMAR 10.16.06.52.		
47-39W Staff member or volunteer working at the camp's watercraft activity cannot demonstrate knowledge of the camp's safety plan, violating COMAR 10.16.06.47 and COMAR 10.16.06.52.		
47-40W Before working at the camp's watercraft activity, each staff member or volunteer is not provided the opportunity to discuss the procedures and have any questions answered by a supervisor, violating COMAR 10.16.06.47 and COMAR 10.16.06.52.		
47-41W The camp operator has not ensured that documentation is kept on file that each staff member or volunteer received required training in the watercraft activity, violating COMAR 10.16.06.47 and COMAR 10.16.06.52.		
47-42W The camp operator has not ensured that a camper is instructed in safety procedures and the use of protective equipment, violating COMAR 10.16.06.47 and COMAR 10.16.06.52.		
47-43W The camp operator has not ensured that a camper, staff member, or volunteer is provided with and uses safety equipment suitable to the specialized activity, violating COMAR 10.16.06.47 and COMAR 10.16.06.52.		
47-44W The camp operator has not ensured that the watercraft activity is conducted according to the safety plan, violating COMAR 10.16.06.47 and COMAR 10.16.06.52.		
47-45W The watercraft safety plan does not contain the majority of the required procedures as specified in COMAR 10.16.06.52A(2)-(5), violating COMAR 10.16.06.47 and COMAR 10.16.06.52.*		
47-46W The swim safety plan for the watercraft activity does not include procedures for evaluating and classifying a camper as to swimming ability before allowing the camper to participate in swimming, violating COMAR 10.16.06.47.		
47-47W The swim safety plan for the watercraft activity does not include procedures for evaluating and classifying a camper as to other appropriate aquatic skills before allowing the camper to participate in swimming, violating COMAR 10.16.06.47.		
47-48W The swim safety plan for the watercraft activity does not include procedures for assigning a camper to areas, equipment, facilities, and activities appropriate with the camper's abilities before allowing the camper to participate in swimming, violating COMAR 10.16.06.47.		
47-49W The swim safety plan for the watercraft activity does not include procedures for maintaining the water activity equipment and facility in good working condition, violating COMAR 10.16.06.47.		
47-50W The swim safety plan for the watercraft activity does not include procedures for the implementation of a safety system to quickly account for all campers during swimming, violating COMAR 10.16.06.47.		
47-51W The swim safety plan for the watercraft activity does not include procedures for posting a list of emergency procedures and emergency telephone numbers (fire, police, etc.) in a conspicuous place during swimming activity, violating COMAR 10.16.06.47.		
47-52W The swim safety plan for the watercraft activity does not include procedures for providing first aid and rescue equipment at the swimming activity, violating COMAR 10.16.06.47.		
47-53W The swim safety plan for the watercraft activity does not include procedures for having an instructor present and supervising the swimming instruction activity, violating COMAR 10.16.06.47.		
47-54W The swim safety plan for the watercraft activity does not include procedures for maintaining the minimum ratio of lifeguards to people in the water which is 1 lifeguard to 50 people or fraction of 50 people in the water, violating COMAR 10.16.06.47.		
47-55W The swim safety plan for the watercraft activity does not include procedures for maintaining the ratio of 16 year old or older staff members to campers, who are not the instructor or lifeguard and are on duty pool side observing the campers, which is one 16 year old or older staff member per 25 campers or fraction of 25 campers in the water, violating COMAR 10.16.06.47.		
47-56W The swim safety plan for the watercraft activity does not include procedures for having 2 individuals certified in first aid and CPR on duty at the swimming activity, violating COMAR 10.16.06.47.		
47-57W The swim safety plan for the watercraft activity does not include procedures for adding additional instructors, lifeguards, counselors, or assistant counselors when there is a condition which exists that compromises the ability of the instructor, lifeguard, counselor, or assistant counselor from performing the staff member's job duty, violating COMAR 10.16.06.47.		

	Complies or N/A	Needs Correction
47-58W The swim safety plan for the watercraft activity does not include procedures for maintaining 1 adult staff member, adult volunteer, counselor, or assistant counselor on duty and supervising the campers for each group of 10 campers or fraction of 10 campers participating in the swimming activity, violating COMAR 10.16.06.47.		

Specialized Activities - Range Activities

Air Guns

Location: Select...	When offsite, Offsite Location:
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	Complies or N/A	Needs Correction
48-1A The operator has not ensured that the air gun range is located where a camper will not wander into the field of fire while engaged in other camp activities, violating COMAR 10.16.06.48.		
48-2A The camp operator has not ensured that if possible, the direction of fire for air guns is to the north to minimize a shooter being blinded by the sun, violating COMAR 10.16.06.48.		
48-3A The camp operator has not ensured that a blind approach to the field of fire for air guns is fenced, with warning signs posted, violating COMAR 10.16.06.48.		
48-4A The camp operator has not ensured that the firing line for air guns is level from one flank to the other with a minimum of 5 feet between firing points, violating COMAR 10.16.06.48.		
48-5A The camp operator has not ensured that a ready line for air guns is established 10 feet to the rear of the firing points, violating COMAR 10.16.06.48.		
48-6A The camp operator has not ensured that the air gun range is free of an object that might cause a bounce back or a ricochet, violating COMAR 10.16.06.48.		
48-7A The camp operator has not ensured that the entire safety fan area of the air gun range is unoccupied, violating COMAR 10.16.06.48.		
48-8A The camp operator has not ensured that a backstop is provided for the air gun range when visibility extending down range is less than 3,000 feet beyond the targets, violating COMAR 10.16.06.48.		
48-9A The camp operator has not ensured that the hill provided as a backstop for the air gun range has a crest of not less than 30 feet above the level of the firing point, violating COMAR 10.16.06.48.		
48-10A The camp operator has not ensured that the hill provided as a backstop for the air gun range is clear of brush for an area of at least 100 yards up the slope from the targets or to the crest of the hill, violating COMAR 10.16.06.48.		
48-11A The camp operator has not ensured that the hill provided as a backstop for the air gun range has a cut taken out of the face of the hillside immediately behind the targets to provide a perpendicular face to catch the bullets and prevent ricochet, violating COMAR 10.16.06.48.		
48-12A The camp operator has not ensured that the hill provided as a backstop for the air gun range has all rocks, glass, and metal removed from the perpendicular cut immediately behind the targets, violating COMAR 10.16.06.48.		
48-13A The camp operator has not ensured that the hill provided as a backstop for the air gun range has a nonremovable obstacle covered with at least 6 inches of soil and is sodded or seeded to prevent a ricochet, violating COMAR 10.16.06.48.		
48-14A The camp operator has not ensured that the wood crib used as a backstop for the riflery range is filled with dry earth or sand, violating COMAR 10.16.06.48.		
48-15A The camp operator has not ensured that the wood crib used as a backstop for the air gun range is filled with dry earth or sand, violating COMAR 10.16.06.48.		
48-16A The camp operator has not ensured that the wood crib used as a backstop for the air gun range is at least 10 feet high, violating COMAR 10.16.06.48.		
48-17A The camp operator has not ensured that the wood crib used as a backstop for the air gun range is at least 30 inches thick, violating COMAR 10.16.06.48.		
48-18A The camp operator has not ensured that the wood crib used as a backstop for the air gun range is at least 6 feet beyond the end of the targets, violating COMAR 10.16.06.48.		
48-19A The camp operator has not ensured that the backstop for the air gun range is covered with soft material to prevent a ricochet, a bounce back, or a shot from leaving the range area, violating COMAR 10.16.06.48.		

	Complies or N/A	Needs Correction
48-20A The camp operator has not ensured that the backstop for the air gun range has walls or side berms that are covered with soft materials to prevent a ricochet, a bounce back, or a shot from leaving the range area, violating COMAR 10.16.06.48.		
48-21A The camp operator has not ensured that the backstop for the air gun range is sufficient to stop or contain the pellets, violating COMAR 10.16.06.48.		
48-22A The camp operator has not ensured that a camper is instructed in safe firing range procedures before the camper participates in air guns, violating COMAR 10.16.06.48.		
48-23A The camp operator has not ensured that red firing flags are conspicuously displayed when the air gun range is in use, violating COMAR 10.16.06.48.		
48-24A The camp operator has not ensured that only an individual participating in air guns who is ready to fire is on the firing line and anyone waiting to fire remains behind the ready line, violating COMAR 10.16.06.48.		
48-25A The camp operator has not ensured that an individual participating in air guns stays behind the firing line at all times, except when ordered by the instructor to retrieve targets, violating COMAR 10.16.06.48.		
48-26A The camp operator has not ensured that guns and ammunition used for air guns are stored separately in a locked storage area, violating COMAR 10.16.06.48.		
48-27A The camp operator has not ensured that the director or director's designee is present at camp or, when air guns occurs off the camp premises, the air gun site, violating COMAR 10.16.06.48.*		
48-28A The camp operator has not ensured that an instructor and at least one counselor or assistant counselor to assist are on the air gun range at all times during a firing session, violating COMAR 10.16.06.48.*		
48-29A The camp operator has not ensured that one adult staff member, adult volunteer, counselor, or assistant counselor is on duty and supervising the campers for each group of 10 or fraction of 10 campers on the air gun firing line, violating COMAR 10.16.06.48.*		
48-30A The air gun instructor has not ensured that the equipment is clean and in good repair, violating COMAR 10.16.06.48.		
48-31A The air gun instructor has not ensured that the equipment is stored safely and secured, violating COMAR 10.16.06.48.		
48-32A The air gun instructor has not ensured that the equipment use is controlled by means of a checkout system, violating COMAR 10.16.06.48.		
48-33A The air gun instructor has not ensured that safety glasses are provided for and worn by each shooter and staff member on the firing line, violating COMAR 10.16.06.48.		
48-34A The air gun instructor has not ensured that ear protection is provided for and worn by each shooter and staff member on the firing line, violating COMAR 10.16.06.48.		
48-35A Camp does not have a written safety plan for air guns, violating COMAR 10.16.06.48 and COMAR 10.16.06.5-.		
48-36A The written safety plan for air guns does not define and address the potential health and safety risks for air guns, violating COMAR 10.16.06.48 and COMAR 10.16.06.52.*		
48-37A The written safety plan for air guns does not identify camp staff members' qualifications and responsibilities for air guns, violating COMAR 10.16.06.48 and COMAR 10.16.06.52.*		
48-38A The written safety plan for air guns does not include procedures for informing a parent or guardian, camper, staff member, and volunteer of the activity before a camper participates in air guns, violating COMAR 10.16.06.48 and COMAR 10.16.06.52.*		
48-39A The written safety plan for air guns does not include procedures for obtaining written authorization from a child's parent or guardian before the child participates in air guns, violating COMAR 10.16.06.48 and COMAR 10.16.06.52.*		
48-40A The written safety plan for air guns does not include procedures for participation eligibility requirements, violating COMAR 10.16.06.48 and COMAR 10.16.06.52.*		
48-41A The written safety plan for air guns does not include procedures for supervision requirements including camper to staff member ratios, violating COMAR 10.16.06.48 and COMAR 10.16.06.52.*		
48-42A The written safety plan for air guns does not include procedures for safety rules, standards, and practices, violating COMAR 10.16.06.48 and COMAR 10.16.06.52.*		
48-43A The written safety plan for air guns does not include procedures for equipment use, maintenance, and storage, violating COMAR 10.16.06.48 and COMAR 10.16.06.52.*		
48-44A The written safety plan for air guns does not include procedures for maintaining campers, staff members, and volunteers' health and emergency information including when and where the information is maintained, violating COMAR 10.16.06.48 and COMAR 10.16.06.52.*		
48-45A The written safety plan for air guns does not include procedures for emergency communication, violating COMAR 10.16.06.48 and COMAR 10.16.06.52.*		
48-46A The written safety plan for air guns does not include procedures for designating a contact person, violating COMAR 10.16.06.48 and COMAR 10.16.06.52.*		

	Complies or N/A	Needs Correction
48-47A The written safety plan for air guns does not include procedures for attendance, violating COMAR 10.16.06.48 and COMAR 10.16.06.52.*		
48-48A The camp operator has not ensured that documentation is kept on file that each staff member or volunteer received the required training for air guns, violating COMAR 10.16.06.48 and COMAR 10.16.06.52.		
48-49A The camp operator has not ensured that a camper is instructed in safety procedures and the use of protective equipment for air guns, violating COMAR 10.16.06.48 and COMAR 10.16.06.52.		
48-50A The camp operator has not ensured that a camper, staff member, or volunteer is provided with and uses safety equipment suitable to air guns, violating COMAR 10.16.06.48 and COMAR 10.16.06.52.		
48-51A The camp operator has not ensured that the air gun activity is conducted according to the safety plan, violating COMAR 10.16.06.48 and COMAR 10.16.06.52.		
48-52A The camp operator has not ensured that before working at the camp's air gun activity, each staff member or volunteer is trained in the camp's safety plan, violating COMAR 10.16.06.48 and COMAR 10.16.06.52.		
48-53A The camp operator has not ensured that before working at the camp's air gun activity, each staff member or volunteer demonstrates knowledge of the camp's safety plan, violating COMAR 10.16.06.48 and COMAR 10.16.06.52.		
48-54A The camp operator has not ensured that before working at the camp's air gun activity, each staff member or volunteer is provided with the opportunity to discuss the procedures and have any questions answered by a supervisor, violating COMAR 10.16.06.48 and COMAR 10.16.06.52.		
48-55A The air gun safety plan does not contain the majority of the required procedures as specified in COMAR 10.16.06.52A(2)-(5), violating COMAR 10.16.06.48 and COMAR 10.16.06.52.*		
48-56A The written safety plan for air guns does not include procedures for ensuring that the air gun range is located where a camper will not wander into the field of fire while engaged in other camp activities, violating COMAR 10.16.06.48.		
48-57A The written safety plan for air guns does not include procedures for ensuring that, if possible, the direction of fire for air guns is to the north to minimize a shooter being blinded by the sun, violating COMAR 10.16.06.48.		
48-58A The written safety plan for air guns does not include procedures for ensuring that a blind approach to the field of fire for air guns is fenced, with warning signs posted, violating COMAR 10.16.06.48.		
48-59A The written safety plan for air guns does not include procedures for ensuring that the firing line for air guns is level from on flank to the other with a minimum of 5 feet between firing points, violating COMAR 10.16.06.48.		
48-60A The written safety plan for air guns does not include procedures for ensuring that a ready line for air guns is established 10 feet to the rear of the firing points, violating COMAR 10.16.06.48.		
48-61A The written safety plan for air guns does not include procedures for ensuring that the air gun range is free of an object that might cause a bounce back or a ricochet, violating COMAR 10.16.06.48.		
48-62A The written safety plan for air guns does not include procedures for ensuring that a backstop is provided for the air guns range when visibility extending down range is less than 3,000 feet beyond the targets, violating COMAR 10.16.06.48.		
48-63A The written safety plan for air guns does not include procedures for ensuring that the hill provided as a backstop for the air guns range has a crest of not less than 30 feet above the level of the firing point, violating COMAR 10.16.06.48.		
48-64A The written safety plan for air guns does not include procedures for ensuring that the hill provided as a backstop for the air guns range is clear of brush for an area of at least 100 yards up the slope from the targets or to the crest of the hill, violating COMAR 10.16.06.48.		
48-65A The written safety plan for air guns does not include procedures for ensuring that the hill provided as a backstop for the air guns range has a cut taken out of the face of the hillside immediately behind the targets to provide a perpendicular face to catch the bullets and prevent ricochet, violating COMAR 10.16.06.48.		
48-66A The written safety plan for air guns does not include procedures for ensuring that the hill provided as a backstop for the air guns range has all rocks, glass, and metal removed from the perpendicular cut immediately behind the targets, violating COMAR 10.16.06.48.		
48-67A The written safety plan for air guns does not include procedures for ensuring that the hill provided as a backstop for the air guns range has a nonremovable obstacle covered with at least 6 inches of soil and is sodded or seeded to prevent a ricochet, violating COMAR 10.16.06.48.		
48-68A The written safety plan for air guns does not include procedures for ensuring that the wood crib used as a backstop for the air guns range is filled with dry earth or sand, violating COMAR 10.16.06.48.		
48-69A The written safety plan for air guns does not include procedures for ensuring that the wood crib used as a backstop for the air guns range is at least 10 feet high, violating COMAR 10.16.06.48.		
48-70A The written safety plan for air guns does not include procedures for ensuring that the wood crib used as a backstop for the air guns range is at least 30 inches thick, violating COMAR 10.16.06.48.		
48-71A The written safety plan for air guns does not include procedures for ensuring that the wood crib used as a backstop for the air guns range is at least 6 feet beyond the end of the targets, violating COMAR 10.16.06.48.		

	Complies or N/A	Needs Correction
48-72A The written safety plan for air guns does not include procedures for ensuring that a camper is instructed in safe firing range procedures before the camper participates in air guns, violating COMAR 10.16.06.48.		
48-73A The written safety plan for air guns does not include procedures for ensuring that red firing flags are conspicuously displayed when the air guns range is in use, violating COMAR 10.16.06.48.		
48-74A The written safety plan for air guns does not include procedures for ensuring that only an individual participating in air guns who is ready to fire is on the firing line and anyone waiting to fire remains behind the ready line, violating COMAR 10.16.06.48.		
48-75A The written safety plan for air guns does not include procedures for ensuring that an individual participating in air guns stays behind the firing line at all times, except when ordered by the instructor to retrieve targets, violating COMAR 10.16.06.48.		
48-76A The written safety plan for air guns does not include procedures for ensuring that air gun guns and ammunition are stored separately in a locked storage area, violating COMAR 10.16.06.48.		
48-77A The written safety plan for air guns does not include procedures for ensuring that there is a director or director's designee present at camp or, when air guns occurs off the camp premises, the air guns site, violating COMAR 10.16.06.48.		
48-78A The written safety plan for air guns does not include procedures for ensuring that an instructor and at least one counselor or assistant counselor to assist are on the air guns range at all times during a firing session, violating COMAR 10.16.06.48.		
48-79A The written safety plan for air guns does not include procedures for ensuring that one adult staff member, adult volunteer, counselor, or assistant counselor is on duty and supervising the campers for each group of 10 or fraction of 10 campers on the air guns firing line, violating COMAR 10.16.06.48.		
48-80A The written safety plan for air guns does not include procedures for the air guns instructor to ensure that the equipment is clean and in good repair, violating COMAR 10.16.06.48.		
48-81A The written safety plan for air guns does not include procedures for the air guns instructor to ensure that the equipment is stored safely and secured, violating COMAR 10.16.06.48.		
48-82A The written safety plan for air guns does not include procedures for the air guns instructor to ensure that the equipment use is controlled by means of a checkout system, violating COMAR 10.16.06.48.		
48-83A The written safety plan for air guns does not include procedures for the air guns instructor to ensure that safety glasses are provided for and worn by each shooter and staff member on the firing line, violating COMAR 10.16.06.48.		
48-84A The written safety plan for air guns does not include procedures for the air guns instructor to ensure that ear protection is provided for and worn by each shooter and staff member on the firing line, violating COMAR 10.16.06.48.		

Archery

Location: Select...

When offsite, Offsite Location:

	Complies or N/A	Needs Correction
49-1 The camp operator has not ensured that an archery range is located where a camper will not wander into the danger area while engaged in other camp activities, violating COMAR 10.16.06.49.		
49-2 The camp operator has not ensured that an archery range is clearly marked to warn individuals away from the danger area, violating COMAR 10.16.06.49.		
49-3 The camp operator has not ensured that when possible, the shooting direction of the archery range is to the north to minimize an archer being blinded by the sun, violating COMAR 10.16.06.49.		
49-4 The camp operator has not ensured that the shooting area of the archer range has at least 50 yards of clearance or an archery net behind each target, violating COMAR 10.16.06.49.		
49-5 The camp operator has not ensured that when different archer-to-target distances are required for a group that one common shooting line is used, violating COMAR 10.16.06.49.		
49-6 The camp operator has not ensured that when different archer-to-target distances are required for a group that targets are set at a distance from the shooting line that is appropriate with the skill level of the camper, violating COMAR 10.16.06.49.		
49-7 The camp operator has not ensured that archers fire from a common firing line with a ready line marked behind it, violating COMAR 10.16.06.49.		
49-8 The camp operator has not ensured that only an archer ready to shoot is on the firing line and anyone waiting to shoot remains behind the ready line, violating COMAR 10.16.06.49.		

	Complies or N/A	Needs Correction
49-9 The camp operator has not ensured that an individual stays behind the firing line at all times except when ordered by the instructor to retrieve a target or an arrow, violating COMAR 10.16.06.49.		
49-10 The camp operator has not ensured that bows and arrows are stored in a locked enclosure, violating COMAR 10.16.06.49.		
49-11 The camp operator has not ensured that during the archery activity, a director or director's designee is present at the camp or, when archery occurs off the camp premises, the archery site, violating COMAR 10.16.06.49.*		
49-12 The camp operator has not ensured that an instructor and at least one counselor or assistant counselor to assist are on the archery range at all times during a firing session, violating COMAR 10.16.06.49.*		
49-13 The camp operator has not ensured that one adult staff member, adult volunteer, counselor, or assistant counselor is on duty and supervising the campers for each group of 10 campers or fraction of 10 campers on the firing line, violating COMAR 10.16.06.49.*		
49-14 Camp does not have a written safety procedure for archery, violating COMAR 10.16.06.49 and COMAR 10.16.06.52.*		
49-15 The written safety plan for archery does not define and address the potential health and safety risks for archery, violating COMAR 10.16.06.49 and COMAR 10.16.06.52.*		
49-16 The written safety plan for archery does not identify camp staff members' qualifications and responsibilities for archery, violating COMAR 10.16.06.49 and COMAR 10.16.06.52.*		
49-17 The written safety plan for archery does not include procedures for informing a parent or guardian, camper, staff member, and volunteer of the activity before a camper participates in archery, violating COMAR 10.16.06.49 and COMAR 10.16.06.52.*		
49-18 The written safety plan for archery does not include procedures for obtaining written authorization from a child's parent or guardian before the child participates in archery, violating COMAR 10.16.06.49 and COMAR 10.16.06.52.*		
49-19 The written safety plan for archery does not include procedures for participation eligibility requirements, violating COMAR 10.16.06.49 and COMAR 10.16.06.52.*		
49-20 The written safety plan for archery does not include procedures for supervision requirements including camper to staff member ratios, violating COMAR 10.16.06.49 and COMAR 10.16.06.52.*		
49-21 The written safety plan for archery does not include procedures for safety rules, standards, and practices, violating COMAR 10.16.06.49 and COMAR 10.16.06.52.*		
49-22 The written safety plan for archery does not include procedures for equipment use, maintenance, and storage, violating COMAR 10.16.06.49 and COMAR 10.16.06.52.*		
49-23 The written safety plan for archery does not include procedures for maintaining campers, staff members, and volunteers' health and emergency information including when and where the information is maintained, violating COMAR 10.16.06.49 and COMAR 10.16.06.52.*		
49-24 The written safety plan for archery does not include procedures for emergency communication, violating COMAR 10.16.06.49 and COMAR 10.16.06.52.*		
49-25 The written safety plan for archery does not include procedures for designating a contact person, violating COMAR 10.16.06.49 and COMAR 10.16.06.52.*		
49-26 The written safety plan for archery does not include procedures for attendance, violating COMAR 10.16.06.49 and COMAR 10.16.06.52.*		
49-27 The camp operator has not ensured that documentation is kept on file that each staff member or volunteer received the required archery training, violating COMAR 10.16.06.49 and COMAR 10.16.06.52.		
49-28 The camp operator has not ensured that a camper is instructed in safety procedures and the use of protective equipment for archery, violating COMAR 10.16.06.49 and COMAR 10.16.06.52.		
49-29 The camp operator has not ensured that a camper, staff member, or volunteer is provided with and uses safety equipment suitable for archery, violating COMAR 10.16.06.49 and COMAR 10.16.06.52.		
49-30 The camp operator has not ensured that archery is conducted according to the safety plan, violating COMAR 10.16.06.49 and COMAR 10.16.06.52.		
49-31 The camp operator has not ensured that before working at the camp's archery activity, each staff member or volunteer is trained in the camp's safety plan, violating COMAR 10.16.06.49 and COMAR 10.16.06.52.		
49-32 The camp operator has not ensured that before working at the camp's archery activity, each staff member or volunteer demonstrates knowledge of the camp's archery safety plan, violating COMAR 10.16.06.49 and COMAR 10.16.06.52.		
49-33 The camp operator has not ensured that before working at the camp's archery activity, each staff member or volunteer is provided with the opportunity to discuss the procedures and have any questions answered by a supervisor, violating COMAR 10.16.06.49 and COMAR 10.16.06.52.		
49-34 The archery safety plan does not contain the majority of the required procedures as specified in COMAR 10.16.06.52A(2)-(5), violating COMAR 10.16.06.49 and COMAR 10.16.06.52.*		

	Complies or N/A	Needs Correction
49-36 The written safety plan for archery does not include procedures for the operator to ensure that an archery range is located where a camper will not wander into the danger area while engaged in other camp activities, violating COMAR 10.16.06.49.		
49-37 The written safety plan for archery does not include procedures for the operator to ensure that an archery range is clearly marked to warn individuals away from the danger area, violating COMAR 10.16.06.49.		
49-38 The written safety plan for archery does not include procedures for the operator to ensure that when possible, the shooting direction of the archery range is to the north to minimize an archer being blinded by the sun, violating COMAR 10.16.06.49.		
49-39 The written safety plan for archery does not include procedures for the operator to ensure that the shooting area of the archer range has at least 50 yards of clearance or an archery net behind each target, violating COMAR 10.16.06.49.		
49-40 The written safety plan for archery does not include procedures for the operator to ensure that when different archer-to-target distances are required for a group that one common shooting line is used, violating COMAR 10.16.06.49.		
49-41 The written safety plan for archery does not include procedures for the operator to ensure that when different archer-to-target distances are required for a group that targets are set at a distance from the shooting line that is appropriate with the skill level of the camper, violating COMAR 10.16.06.49.		
49-42 The written safety plan for archery does not include procedures for the operator to ensure that archers fire from a common firing line with a ready line marked behind it, violating COMAR 10.16.06.49.		
49-43 The written safety plan for archery does not include procedures for the operator to ensure that only an archer ready to shoot is on the firing line and anyone waiting to shoot remains behind the ready line, violating COMAR 10.16.06.49.		
49-44 The written safety plan for archery does not include procedures for the operator to ensure that an individual stays behind the firing line at all times except when ordered by the instructor to retrieve a target or an arrow, violating COMAR 10.16.06.49.		
49-45 The written safety plan for archery does not include procedures for the operator to ensure that bows and arrows are stored in a locked enclosure, violating COMAR 10.16.06.49.		
49-46 The written safety plan for archery does not include procedures for the operator to ensure that during the archery activity, a director or director's designee is present at the camp or, when archery occurs off the camp premises, the archery site, violating COMAR 10.16.06.49.		
49-47 The written safety plan for archery does not include procedures for the operator to ensure that an instructor and at least one counselor or assistant counselor to assist are on the archery range at all times during a firing session, violating COMAR 10.16.06.49.		
49-48 The written safety plan for archery does not include procedures for the operator to ensure that one adult staff member, adult volunteer, counselor, or assistant counselor is on duty and supervising the campers for each group of 10 campers or fraction of 10 campers on the firing line, violating COMAR 10.16.06.49.		

Riflery

Location: Select...	When offsite, Offsite Location:
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	Complies or N/A	Needs Correction
48-1 The camp operator has not ensured that the rifle range is located where a camper will not wander into the field of fire while engaged in other camp activities, violating COMAR 10.16.06.48.		
48-2 The camp operator has not ensured, if possible, the direction of fire for riflery is to the north to minimize a shooter being blinded by the sun, violating COMAR 10.16.06.48.		
48-3 The camp operator has not ensured that a blind approach to the field of fire for riflery is fenced, with warning signs posted, violating COMAR 10.16.06.48.		
48-4 The camp operator has not ensured that the firing line for riflery is level from on flank to the other with a minimum of 5 feet between firing points, violating COMAR 10.16.06.48.		
48-5 The camp operator has not ensured that a ready line for riflery is established 10 feet to the rear of the firing points, violating COMAR 10.16.06.48.		
48-6 The camp operator has not ensured that the rifle range is free of an object that might cause a bounce back or a ricochet, violating COMAR 10.16.06.48.		

	Complies or N/A	Needs Correction
48-7 The camp operator has not ensured that a backstop is provided for the riflery range when visibility extending down range is less than 3,000 feet beyond the targets, violating COMAR 10.16.06.48.		
48-9 The camp operator has not ensured that the hill provided as a backstop for the riflery range has a crest of not less than 30 feet above the level of the firing point, violating COMAR 10.16.06.48.		
48-10 The camp operator has not ensured that the hill provided as a backstop for the riflery range is clear of brush for an area of at least 100 yards up the slope from the targets or to the crest of the hill, violating COMAR 10.16.06.48.		
48-11 The camp operator has not ensured that the hill provided as a backstop for the riflery range has a cut taken out of the face of the hillside immediately behind the targets to provide a perpendicular face to catch the bullets and prevent ricochet, violating COMAR 10.16.06.48.		
48-12 The camp operator has not ensured that the hill provided as a backstop for the riflery range has all rocks, glass, and metal removed from the perpendicular cut immediately behind the targets, violating COMAR 10.16.06.48.		
48-13 The camp operator has not ensured that the hill provided as a backstop for the riflery range has a nonremovable obstacle covered with at least 6 inches of soil and is sodded or seeded to prevent a ricochet, violating COMAR 10.16.06.48.		
48-14 The camp operator has not ensured that the wood crib used as a backstop for the riflery range is filled with dry earth or sand, violating COMAR 10.16.06.48.		
48-15 The camp operator has not ensured that the wood crib used as a backstop for the riflery range is at least 10 feet high, violating COMAR 10.16.06.48.		
48-16 The camp operator has not ensured that the wood crib used as a backstop for the riflery range is at least 30 inches thick, violating COMAR 10.16.06.48.		
48-17 The camp operator has not ensured that the wood crib used as a backstop for the riflery range is at least 6 feet beyond the end of the targets, violating COMAR 10.16.06.48.		
48-18 The camp operator has not ensured that a camper is instructed in safe firing range procedures before the camper participates in riflery, violating COMAR 10.16.06.48.		
48-19 The camp operator has not ensured that red firing flags are conspicuously displayed when the riflery range is in use, violating COMAR 10.16.06.48.		
48-20 The camp operator has not ensured that only an individual participating in riflery who is ready to fire is on the firing line and anyone waiting to fire remains behind the ready line, violating COMAR 10.16.06.48.		
48-21 The camp operator has not ensured that an individual participating in riflery stays behind the firing line at all times, except when ordered by the instructor to retrieve targets, violating COMAR 10.16.06.48.		
48-22 The camp operator has not ensured that riflery guns and ammunition are stored separately in a locked storage area, violating COMAR 10.16.06.48.		
48-23 The camp operator has not ensured that there is a director or director's designee present at camp or, when riflery occurs off the camp premises, the riflery site, violating COMAR 10.16.06.48.*		
48-24 The camp operator has not ensured that an instructor and at least one counselor or assistant counselor to assist are on the riflery range at all times during a firing session, violating COMAR 10.16.06.48.*		
48-25 The camp operator has not ensured that one adult staff member, adult volunteer, counselor, or assistant counselor is on duty and supervising the campers for each group of 10 or fraction of 10 campers on the riflery firing line, violating COMAR 10.16.06.48.*		
48-26 The riflery instructor has not ensured that the equipment is clean and in good repair, violating COMAR 10.16.06.48.		
48-27 The riflery instructor has not ensured that the equipment is stored safely and secured, violating COMAR 10.16.06.48.		
48-28 The riflery instructor has not ensured that the equipment use is controlled by means of a checkout system, violating COMAR 10.16.06.48.		
48-29 The riflery instructor has not ensured that safety glasses are provided for and worn by each shooter and staff member on the firing line, violating COMAR 10.16.06.48.		
48-30 The riflery instructor has not ensured that ear protection is provided for and worn by each shooter and staff member on the firing line, violating COMAR 10.16.06.48.		
48-31 Camp does not have a written safety plan for riflery, violating COMAR 10.16.06.48 and COMAR 10.16.06.52.		
48-32 The written safety plan for riflery does not define and address the potential health and safety risks for riflery, violating COMAR 10.16.06.48 and COMAR 10.16.06.52.*		
48-33 The written safety plan for riflery does not identify camp staff members' qualifications and responsibilities for riflery, violating COMAR 10.16.06.48 and COMAR 10.16.06.52.*		
48-34 The written safety plan for riflery does not include procedures for informing a parent or guardian, camper, staff member, and volunteer of the activity before a camper participates in riflery, violating COMAR 10.16.06.48 and COMAR 10.16.06.52.*		

	Complies or N/A	Needs Correction
48-35 The written safety plan for riflery does not include procedures for obtaining written authorization from a child's parent or guardian before the child participates in riflery, violating COMAR 10.16.06.48 and COMAR 10.16.06.52.*		
48-36 The written safety plan for riflery does not include procedures for participation eligibility requirements, violating COMAR 10.16.06.48 and COMAR 10.16.06.52.*		
48-37 The written safety plan for riflery does not include procedures for supervision requirements including camper to staff member ratios, violating COMAR 10.16.06.48 and COMAR 10.16.06.52.*		
48-38 The written safety plan for riflery does not include procedures for safety rules, standards, and practices, violating COMAR 10.16.06.48 and COMAR 10.16.06.52.*		
48-39 The written safety plan for riflery does not include procedures for equipment use, maintenance, and storage, violating COMAR 10.16.06.48 and COMAR 10.16.06.52.*		
48-40 The written safety plan for riflery does not include procedures for maintaining campers, staff members, and volunteers' health and emergency information including when and where the information is maintained, violating COMAR 10.16.06.48 and COMAR 10.16.06.52.*		
48-41 The written safety plan for riflery does not include procedures for emergency communication, violating COMAR 10.16.06.48 and COMAR 10.16.06.52.*		
48-42 The written safety plan for riflery does not include procedures for designating a contact person, violating COMAR 10.16.06.48 and COMAR 10.16.06.52.*		
48-43 The written safety plan for riflery does not include procedures for attendance, violating COMAR 10.16.06.48 and COMAR 10.16.06.52.*		
48-44 The camp operator has not ensured that before working at the camp's riflery activity, each staff member or volunteer is trained in the camp's safety plan for riflery, violating COMAR 10.16.06.48 and COMAR 10.16.06.52.		
48-45 The camp operator has not ensured that before working at the camp's riflery activity, each staff member or volunteer demonstrates knowledge of the camp's safety plan for riflery, violating COMAR 10.16.06.48 and COMAR 10.16.06.52.		
48-46 The camp operator has not ensured that before working at the camp's riflery activity, each staff member or volunteer is provided with the opportunity to discuss the procedures and have any questions answered by a supervisor, violating COMAR 10.16.06.48 and COMAR 10.16.06.52.		
48-47 The camp operator has not ensured that documentation is kept on file that each staff member or volunteer received the required training for riflery, violating COMAR 10.16.06.48 and COMAR 10.16.06.52.		
48-48 The camp operator has not ensured that a camper is instructed in safety procedures and the use of protective equipment for riflery, violating COMAR 10.16.06.48 and COMAR 10.16.06.52.		
48-49 The camp operator has not ensured that a camper, staff member, or volunteer is provided with and uses safety equipment suitable for riflery, violating COMAR 10.16.06.48 and COMAR 10.16.06.52.		
48-50 The camp operator has not ensured that riflery is conducted according to the safety plan, violating COMAR 10.16.06.48 and COMAR 10.16.06.52.		
48-51 The riflery safety plan does not contain the majority of the required procedures as specified in COMAR 10.16.06.52A(2)-(5), violating COMAR 10.16.06.48 and COMAR 10.16.06.52.*		
48-52 The written safety plan for riflery does not include procedures for ensuring that the rifle range is located where a camper will not wander into the field of fire while engaged in other camp activities, violating COMAR 10.16.06.48.		
48-53 The written safety plan for riflery does not include procedures for ensuring that, if possible, the direction of fire for riflery is to the north to minimize a shooter being blinded by the sun, violating COMAR 10.16.06.48.		
48-54 The written safety plan for riflery does not include procedures for ensuring that a blind approach to the field of fire for riflery is fenced, with warning signs posted, violating COMAR 10.16.06.48.		
48-55 The written safety plan for riflery does not include procedures for ensuring that the firing line for riflery is level from on flank to the other with a minimum of 5 feet between firing points, violating COMAR 10.16.06.48.		
48-56 The written safety plan for riflery does not include procedures for ensuring that a ready line for riflery is established 10 feet to the rear of the firing points, violating COMAR 10.16.06.48.		
48-57 The written safety plan for riflery does not include procedures for ensuring that the rifle range is free of an object that might cause a bounce back or a ricochet, violating COMAR 10.16.06.48.		
48-58 The written safety plan for riflery does not include procedures for ensuring that a backstop is provided for the riflery range when visibility extending down range is less than 3,000 feet beyond the targets, violating COMAR 10.16.06.48.		
48-59 The written safety plan for riflery does not include procedures for ensuring that the hill provided as a backstop for the riflery range has a crest of not less than 30 feet above the level of the firing point, violating COMAR 10.16.06.48.		
48-60 The written safety plan for riflery does not include procedures for ensuring that the hill provided as a backstop for the riflery range is clear of brush for an area of at least 100 yards up the slope from the targets or to the crest of the hill, violating COMAR 10.16.06.48.		

	Complies or N/A	Needs Correction
48-61 The written safety plan for riflery does not include procedures for ensuring that the hill provided as a backstop for the riflery range has a cut taken out of the face of the hillside immediately behind the targets to provide a perpendicular face to catch the bullets and prevent ricochet, violating COMAR 10.16.06.48.		
48-62 The written safety plan for riflery does not include procedures for ensuring that the hill provided as a backstop for the riflery range has all rocks, glass, and metal removed from the perpendicular cut immediately behind the targets, violating COMAR 10.16.06.48.		
48-63 The written safety plan for riflery does not include procedures for ensuring that the hill provided as a backstop for the riflery range has a nonremovable obstacle covered with at least 6 inches of soil and is sodded or seeded to prevent a ricochet, violating COMAR 10.16.06.48.		
48-64 The written safety plan for riflery does not include procedures for ensuring that the wood crib used as a backstop for the riflery range is filled with dry earth or sand, violating COMAR 10.16.06.48.		
48-65 The written safety plan for riflery does not include procedures for ensuring that the wood crib used as a backstop for the riflery range is at least 10 feet high, violating COMAR 10.16.06.48.		
48-66 The written safety plan for riflery does not include procedures for ensuring that the wood crib used as a backstop for the riflery range is at least 30 inches thick, violating COMAR 10.16.06.48.		
48-67 The written safety plan for riflery does not include procedures for ensuring that the wood crib used as a backstop for the riflery range is at least 6 feet beyond the end of the targets, violating COMAR 10.16.06.48.		
48-68 The written safety plan for riflery does not include procedures for ensuring that a camper is instructed in safe firing range procedures before the camper participates in riflery, violating COMAR 10.16.06.48.		
48-69 The written safety plan for riflery does not include procedures for ensuring that red firing flags are conspicuously displayed when the riflery range is in use, violating COMAR 10.16.06.48.		
48-70 The written safety plan for riflery does not include procedures for ensuring that only an individual participating in riflery who is ready to fire is on the firing line and anyone waiting to fire remains behind the ready line, violating COMAR 10.16.06.48.		
48-71 The written safety plan for riflery does not include procedures for ensuring that an individual participating in riflery stays behind the firing line at all times, except when ordered by the instructor to retrieve targets, violating COMAR 10.16.06.48.		
48-72 The written safety plan for riflery does not include procedures for ensuring that riflery guns and ammunition are stored separately in a locked storage area, violating COMAR 10.16.06.48.		
48-73 The written safety plan for riflery does not include procedures for ensuring that there is a director or director's designee present at camp or, when riflery occurs off the camp premises, the riflery site, violating COMAR 10.16.06.48.		
48-74 The written safety plan for riflery does not include procedures for ensuring that an instructor and at least one counselor or assistant counselor to assist are on the riflery range at all times during a firing session, violating COMAR 10.16.06.48.		
48-75 The written safety plan for riflery does not include procedures for ensuring that one adult staff member, adult volunteer, counselor, or assistant counselor is on duty and supervising the campers for each group of 10 or fraction of 10 campers on the riflery firing line, violating COMAR 10.16.06.48.		
48-76 The written safety plan for riflery does not include procedures for the riflery instructor to ensure that the equipment is clean and in good repair, violating COMAR 10.16.06.48.		
48-77 The written safety plan for riflery does not include procedures for the riflery instructor to ensure that the equipment is stored safely and secured, violating COMAR 10.16.06.48.		
48-78 The written safety plan for riflery does not include procedures for the riflery instructor to ensure that the equipment use is controlled by means of a checkout system, violating COMAR 10.16.06.48.		
48-79 The written safety plan for riflery does not include procedures for the riflery instructor to ensure that safety glasses are provided for and worn by each shooter and staff member on the firing line, violating COMAR 10.16.06.48.		
48-80 The written safety plan for riflery does not include procedures for the riflery instructor to ensure that ear protection is provided for and worn by each shooter and staff member on the firing line, violating COMAR 10.16.06.48.		

Specialized Activities - Other Activities

Horseback Riding

Location: Select...

When offsite, Offsite Location:

	Complies or N/A	Needs Correction
50-1 The camp operator has not ensured that a riding instructor determines a camper's riding experience and level of skill before assigning a horse and deciding whether the camper rides in a ring or on a trail, violating COMAR 10.16.06.50.		
50-2 The camp operator has not ensured that a rider wears protective headgear at all times, violating COMAR 10.16.06.50.		
50-3 The camp operator has not ensured that the protective headgear bears the label of the American Society for Testing and Materials (ASTM) F1163, violating COMAR 10.16.06.50.		
50-4 The camp operator has not ensured that a rider wears shoes with heels or used closed stirrups, violating COMAR 10.16.06.50.		
50-5 The camp operator has not ensured that all horses are healthy and well cared for, violating COMAR 10.16.06.50.		
50-6 The camp operator has not ensured that a horse riding stable meets the requirements of COMAR 15.16.01 and is maintained in good condition, violating COMAR 10.16.06.50.		
50-7 The camp operator has not ensured that one adult staff member, adult volunteer, counselor, or assistant counselor is on duty and supervising the campers for each group of 10 riders or fraction of 10 riders at each horseback riding activity and trail excursion, violating COMAR 10.16.06.50.*		
50-8 The camp operator has not ensured that an instructor is present at each horseback riding activity and trail excursion, violating COMAR 10.16.06.50.*		
50-9 The camp operator has not ensured that a written safety plan has been prepared for horseback riding, violating COMAR 10.16.06.50 and COMAR 10.16.06.52.*		
50-10 The camp operator has not ensured that the safety plan defines and addresses the potential health and safety risks for horseback riding, violating COMAR 10.16.06.50 and COMAR 10.16.06.52.*		
50-11 The camp operator has not ensured that the safety plan identifies camp staff members' qualifications and responsibilities for horseback riding, violating COMAR 10.16.06.50 and COMAR 10.16.06.52.*		
50-12 The written safety plan for horseback riding does not include procedures for informing a parent or guardian, camper, staff member, and volunteer of the activity before a camper participates in horseback riding, violating COMAR 10.16.06.50 and COMAR 10.16.06.52.*		
50-13 The written safety plan for horseback riding does not include procedures for obtaining written authorization from a child's parent or guardian before the child participates in horseback riding, violating COMAR 10.16.06.50 and COMAR 10.16.06.52.*		
50-14 The written safety plan for horseback riding does not include procedures for participation eligibility requirements, violating COMAR 10.16.06.50 and COMAR 10.16.06.52.*		
50-15 The written safety plan for horseback riding does not include procedures for supervision requirements including camper to staff member ratios, violating COMAR 10.16.06.50 and COMAR 10.16.06.52.*		
50-16 The written safety plan for horseback riding does not include procedures for safety rules, standards, and practices, violating COMAR 10.16.06.50 and COMAR 10.16.06.52.*		
50-17 The written safety plan for horseback riding does not include procedures for equipment use, maintenance, and storage, violating COMAR 10.16.06.50 and COMAR 10.16.06.52.*		
50-18 The written safety plan for horseback riding does not include procedures for maintaining campers, staff members, and volunteers' health and emergency information including when and where the information is maintained, violating COMAR 10.16.06.50 and COMAR 10.16.06.52.*		
50-19 The written safety plan for horseback riding does not include procedures for emergency communication, violating COMAR 10.16.06.50 and COMAR 10.16.06.52.*		
50-20 The written safety plan for horseback riding does not include procedures for designating a contact person, violating COMAR 10.16.06.50 and COMAR 10.16.06.52.*		
50-21 The written safety plan for horseback riding does not include procedures for attendance, violating COMAR 10.16.06.50 and COMAR 10.16.06.52.*		
50-22 The camp operator has not ensured that documentation is kept on file that each staff member or volunteer received training in the written safety plan for horseback riding, violating COMAR 10.16.06.50 and COMAR 10.16.06.52.		
50-23 The camp operator has not ensured that a camper is instructed in safety procedures and the use of protective equipment, violating COMAR 10.16.06.50 and COMAR 10.16.06.52.		
50-24 The camp operator has not ensured that a camper, staff member, or volunteer is provided with and uses safety equipment suitable to the specialized activity, violating COMAR 10.16.06.50 and COMAR 10.16.06.52.		
50-25 The camp operator has not ensured that horseback riding is conducted according to the safety plan, violating COMAR 10.16.06.50 and COMAR 10.16.06.52.		
50-26 The camp operator has not ensured that before working at the camp's horseback riding activity, each staff member or volunteer is trained in the camp's safety plan, violating COMAR 10.16.06.50 and COMAR 10.16.06.52.		

	Complies or N/A	Needs Correction
50-27 The camp operator has not ensured that before working at the camp's horseback riding activity, each staff member or volunteer demonstrates knowledge of the camp's safety plan, violating COMAR 10.16.06.50 and COMAR 10.16.06.52.		
50-28 The camp operator has not ensured that before working at the camp's horseback riding activity, each staff member or volunteer is provided with the opportunity to discuss the procedures and have any questions answered by a supervisor, violating COMAR 10.16.06.50 and COMAR 10.16.06.52.		
50-29 The horseback riding safety plan does not contain the majority of the required procedures as specified in COMAR 10.16.06.52A(2)-(5), violating COMAR 10.16.06.50 and COMAR 10.16.06.52.**		
50-30 The camp operator has not ensured that the safety plan contains procedures for a riding instructor to determine a camper's riding experience and level of skill before assigning a horse and deciding whether the camper rides in a ring or on a trail, violating COMAR 10.16.06.50.		
50-31 The camp operator has not ensured that the safety plan contains procedures requiring a rider to wear protective headgear at all times, violating COMAR 10.16.06.50.		
50-32 The camp operator has not ensured that the safety plan contains procedures requiring the protective headgear to bear the label of the American Society for Testing and Materials (ASTM) F1163, violating COMAR 10.16.06.50.		
50-33 The camp operator has not ensured that the safety plan contains procedures requiring a rider to wear shoes with heels or used closed stirrups, violating COMAR 10.16.06.50.		
50-34 The camp operator has not ensured that the safety plan contains procedures requiring that all horses are healthy and well cared for, violating COMAR 10.16.06.50.		
50-35 The camp operator has not ensured that the safety plan contains procedures requiring that a horse riding stable meets the requirements of COMAR 15.16.01 and is maintained in good condition, violating COMAR 10.16.06.50.		
50-36 The camp operator has not ensured that the safety plan contains procedures requiring that one adult staff member, adult volunteer, counselor, or assistant counselor is on duty and supervising the campers for each group of 10 riders or fraction of 10 riders at each horseback riding activity and trail excursion, violating COMAR 10.16.06.50.		
50-37 The camp operator has not ensured that the safety plan contains procedures requiring that an instructor is present at each horseback riding activity and trail excursion, violating COMAR 10.16.06.50.		

Other Activity

Type of Activity: Type of Activity
Location: Select... When offsite, Offsite Location:

	Complies or N/A	Needs Correction
51-1 The camp operator has not ensured that a written safety plan has been prepared for the specialized activity, violating COMAR 10.16.06.51 and COMAR 10.16.06.52.*		
51-2 The camp operator has not ensured that the safety plan defines and addresses the potential health and safety risks for the specialized activity, violating COMAR 10.16.06.51 and COMAR 10.16.06.52.*		
51-3 The camp operator has not ensured that the safety plan identifies camp staff members' qualifications and responsibilities for the specialized activity, violating COMAR 10.16.06.51 and COMAR 10.16.06.52.*		
51-4 The written safety plan does not include procedures for informing a parent or guardian, camper, staff member, and volunteer of the activity before a camper participates in the activity, violating COMAR 10.16.06.51 and COMAR 10.16.06.52.*		
51-5 The written safety plan does not include procedures for obtaining written authorization from a child's parent or guardian before the child participates in the specialized activity, violating COMAR 10.16.06.51 and COMAR 10.16.06.52.*		
51-6 The written safety plan does not include procedures for participation eligibility requirements, violating COMAR 10.16.06.51 and COMAR 10.16.06.52.*		
51-7 The written safety plan does not include procedures for supervision requirements including camper to staff member ratios, violating COMAR 10.16.06.51 and COMAR 10.16.06.52.*		
51-8 The written safety plan does not include procedures for safety rules, standards, and practices, violating COMAR 10.16.06.51 and COMAR 10.16.06.52.*		
51-9 The written safety plan does not include procedures for equipment use, maintenance, and storage, violating COMAR 10.16.06.51 and COMAR 10.16.06.52.*		

	Complies or N/A	Needs Correction
51-10 The written safety plan does not include procedures for maintaining campers, staff members, and volunteers' health and emergency information including when and where the information is maintained, violating COMAR 10.16.06.51 and COMAR 10.16.06.52.*		
51-11 The written safety plan does not include procedures for emergency communication, violating COMAR 10.16.06.51 and COMAR 10.16.06.52.*		
51-12 The written safety plan does not include procedures for designating a contact person, violating COMAR 10.16.06.51 and COMAR 10.16.06.52.*		
51-13 The written safety plan does not include procedures for attendance, violating COMAR 10.16.06.51 and COMAR 10.16.06.52.*		
51-17 The camp operator has not ensured that documentation is kept on file that each staff member or volunteer received training in the specialized activity safety plan, violating COMAR 10.16.06.51 and COMAR 10.16.06.52.		
51-18 The camp operator has not ensured that a camper is instructed in safety procedures and the use of protective equipment, violating COMAR 10.16.06.51 and COMAR 10.16.06.52.		
51-19 The camp operator has not ensured that a camper, staff member, or volunteer is provided with and uses safety equipment suitable to the specialized activity, violating COMAR 10.16.06.51 and COMAR 10.16.06.52.		
51-20 The camp operator has not ensured that the specialized activity is conducted according to the safety plan, violating COMAR 10.16.06.51 and COMAR 10.16.06.52.		
51-14 The camp operator has not ensured that a director or director's designee is present at the camp or, when the activity occurs off the camp premises, the activity site, violating COMAR 10.16.06.51 and COMAR 10.16.06.52.*		
51-15 The camp operator has not ensured that an instructor is present at the specialized activity, violating COMAR 10.16.06.51 and COMAR 10.16.06.52.*		
51-16 The camp operator has not ensured that one adult staff member, adult volunteer, counselor, or assistant counselor is on duty and supervising the campers for each group of 10 campers or fraction of 10 campers, violating COMAR 10.16.06.51 and COMAR 10.16.06.52.*		
51-21 The camp operator has not ensured that before working at the camp's specialized activity, each staff member or volunteer is trained in the camp's safety plan, violating COMAR 10.16.06.51 and COMAR 10.16.06.52.		
51-22 The camp operator has not ensured that before working at the camp's specialized activity, each staff member or volunteer demonstrates knowledge of the camp's safety plan, violating COMAR 10.16.06.51 and COMAR 10.16.06.52.		
51-23 The camp operator has not ensured that before working at the camp's specialized activity, each staff member or volunteer is provided with the opportunity to discuss the procedures and have any questions answered by a supervisor, violating COMAR 10.16.06.51 and COMAR 10.16.06.52.		
51-24 The safety plan does not contain the majority of the required procedures as specified in COMAR 10.16.06.52A(2)-(5), violating COMAR 10.16.06.50 and COMAR 10.16.06.52.*		