

New Jersey Administrative Code
Title 8 – HEALTH
Chapter 25 - NEW JERSEY YOUTH CAMP SAFETY STANDARDS

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SUBCHAPTER 1 - GENERAL PROVISIONS

Section 8:25-1.1- Purpose

The purpose of this chapter is to:

1. Implement the New Jersey Youth Camp Safety Act at N.J.S.A. 26:12-1 et seq. (P.L. 1973, c. 375);
2. Set forth the standards necessary to promote, protect, and safeguard the health and well being of the youth who attend a youth camp; and
3. Establish the minimum standards with which each youth camp shall comply in order to receive and maintain a certificate of approval from the Department.

Section 8:25-1.2– Scope

- (a) This chapter applies to all private youth camps operating in New Jersey.
- (b) This chapter establishes requirements for youth camps regarding the certificate of approval, administration, sanitation, health, safety, and operations.
- (c) This chapter also covers enforcement procedures applicable to each youth camp that fails to meet the standards established in the Act and this chapter.

Section 8:25-1.3- Incorporated documents

- (a) The Department incorporates by reference, as amended and supplemented, in this chapter the following:
1. The 38th Revision of the United States Pharmacopeia (USP XXXVIII), and the 33rd Revision of the National Formulary (NF XXXIII), available through a written request to the U.S. Pharmacopeial Convention, 12601 Twinbrook Parkway, Rockville, MD 20852 (Telephone: 800-227-8772); and
 2. Compendium of Measures to Prevent Disease Associated with Animals in Public Settings, 2017, published by the Centers for Disease Control in the Morbidity and Mortality Weekly Report, December 1, 2017, Volume 251, Number 11 and available at the following webpage, <http://nasphv.org/Documents/AnimalContactCompendium2017.pdf>.
- (b) The Department incorporates by reference the following documents in this chapter:
1. Recognized Certifications (CPR-First Aid-Lifeguarding-Trained Pool Operator), available at

N.J.A.C. 8:25 Appendix D, which is developed by the Department and lists certification agencies that grant certifications acceptable in order to comply with this chapter.

- i. This document is also available at the following Department webpage, <https://www.nj.gov/health/ceohs/phfp/youthcamps/certification.shtml>.
2. Health Center Supplies, available at N.J.A.C. 8:25 Appendix E, which is developed by the Department and includes the minimum items required in a first aid kit or in stock at a youth camp.
 - i. This document is also available at the following Department webpage, <https://www.nj.gov/health/ceohs/phfp/youthcamps/certification.shtml>.
- (c) The Department incorporates by reference, the following forms and instructions in this chapter:
1. Application for Certification of Approval to Operate a Youth Camp (CB-11), available at chapter Appendix A, is the form required of each applicant for a certificate of approval or renewal certificate of approval, as indicated by the appropriate selection on the form, that wishes to operate a youth camp in this State;
 2. Application for Certification of Approval to Operate a Single Sport Youth Camp and SSYC Location List (CB-14), available at N.J.A.C. 8:25 Appendix B, is the form and list required of each applicant for a certificate of approval or renewal certificate of approval, as indicated by the appropriate selection on the form, that wishes to operate a single sport youth camp in this State.
 - i. The CB-14a document is the form to be used to list additional site locations operated by the owner/operator; and
 3. Annual Accident Report Youth Camp Safety Act (CB-15) (with accompanying instructions and codes) available at N.J.A.C. 8:25 Appendix C, is the form for reporting accidents resulting in death or serious injury that every youth camp is required to submit to the Department annually.
- (d) The Department's forms and instructions listed at (c) above are also available electronically at the Department's webpage, <https://healthapps.state.nj.us/forms/index.a>

Section 8:25-1.4 - Definitions

The following words and terms, when used in this chapter, shall have the following meanings unless the context clearly indicates otherwise:

"Act" means the New Jersey Youth Camp Safety Act, N.J.S.A. 26:12-1 et seq., P.L. 1973, c. 375.

"Activity specialist" means a person who has specialized training and/or experience in a high risk activity.

"Adult" means a person who is at least 18 years of age.

"Applicant" means any private individual, partnership, corporation, or other entity, whether for profit or nonprofit, who applies to the Department pursuant to N.J.A.C. 8:25-2.2 for the purpose of requesting a certificate of approval to operate a youth camp.

"Buddy system" means a pairing of campers in order to facilitate the accounting of all campers.

"Camp director" means an individual who is in charge of the youth camp and who is qualified in accordance with N.J.A.C. 8:25-3.2.

"Camper" means a child under the age of 18 attending a youth camp.

"Campsite" means land, including natural features, where the main camp facilities are located.

"Commissioner" means the Commissioner of the Department of Health or his or her designee.

"Communicable disease" shall have the meaning established at N.J.A.C. 8:57-1.

"Counselor" means a staff member who is at least 16 years of age.

"Department" means the New Jersey Department of Health.

"Facility" means a structure, including furnishings and installations, on a campsite used for living and program purposes.

"Fingerprint-based criminal history record information (FBCHRI) check" means a fingerprint background check of a criminal history registry or repository conducted on an applicant who desires to serve in a role overseeing

children without another staff member present in a resident youth camp setting.

"Health director" means an adult who meets the qualifications required by N.J.A.C. 8:25-5.2 and who is responsible for the proper medical recordkeeping, care, and treatment of all campers as required in this chapter.

"High risk activity" means any recreational component, sport, or activity of a youth camp, which exposes a camper to a life-threatening or serious injury because of the inherent danger of the recreational component, sport, or activity and which requires a high level of adult supervision at all times.

1. A high risk activity includes, but is not limited to, archery, swimming and other aquatic activities, horseback riding, riflery, rope courses, motorized vehicles, zip lining, and rock climbing.

2. The Department may determine whether any recreational component, sport, or activity of a youth camp is a high risk activity based on a Departmental review of the components of the activity.

"Lifeguard" means a person who is at least 16 years of age and who holds a lifeguarding certificate from an organization recognized by the New Jersey Department of Health and Senior Services, in accordance with N.J.A.C. 8:25-9.2(a).

"Lifeguard supervisor" means an adult who meets the qualifications for a lifeguard and who is in charge at a waterfront and supervises swimming and watercraft activities and related staff, in accordance with N.J.A.C. 8:25-9.2(a).

"Local health authority" means the local board of health of any municipality or the boards, body, or officers in such municipality lawfully exercising any of the powers of a local board of health under the laws governing such municipality.

"Passenger vehicle" means a motorized vehicle that has a capacity of nine or fewer persons.

"Pit toilet" means a receptacle for the containment and disposal of excrement which is not connected to a pressurized water supply.

"Privy" means an outbuilding with one or more seats containing a pit for use as a toilet.

"Sanitary sewage" means any liquid waste containing animal or vegetable matter in suspension or solution, or the water carried wastes resulting from the discharge of water closets, laundry tubs, washing machines, sinks, dishwashers, or any other source of water carried wastes of human origin or containing putrescible material.

1. Sanitary sewage excludes industrial, hazardous, or toxic wastes and materials.

"Septage" means the combination of liquid and solid residues resulting from the treatment of water-borne domestic waste in on-site treatment systems.

"Single sport youth camp" or **"SSYC"** means a camp in which all campers attend in order to specifically practice, play, learn, and understand the rules of the individual sport taught by the camp.

"Solid waste" means any garbage, refuse, sludge, or any other waste material if it is disposed of by being discharged, deposited, injected, dumped, spilled, leaked, or placed into or on any land or water so that such material or any constituent thereof may enter the environment or be emitted into the air or discharged into ground or surface waters.

"Type I school bus" means a school bus having a capacity of 17 to 58 passengers, as determined by the vehicle manufacturer.

"Type II school bus" means a school bus having a capacity of 10 to 16 passengers, as determined by the vehicle manufacturer.

"Vehicle" means any motorized carrier used on public highways to transport campers to and from camp or places incidental to the camp program.

"Volunteer" means any unpaid person within the youth camp setting who is not subject to criminal history record checks and shall not be left unsupervised with campers.

"Youth camp" or **"camp"** means any parcel or parcels of land having the general characteristics and features of a camp as the term is generally understood, used wholly or in part for recreational or educational purposes that accommodates five or more children under 18 years of age, other than counselors or lifeguards, for a period of, or portions of, two days or more within the same week

and includes a site that is operated as a day camp or as a resident camp.

1. The term "youth camp" or "camp" does not include a day program, which offers only a minimal recreational component, if the recreational component included in the day program involves no high risk activity.
2. A day camp is a youth camp that operates during the day but may occasionally allow an overnight stay for no more than one night per week.
3. A resident camp is a youth camp that as a matter of its business has the campers routinely stay overnight.

"Youth camp operator" means any private individual, agency, organization, or person, and any individual, who operates, controls, or supervises a youth camp, whether such camp is operated for profit or not-for-profit.

Section 8:25-1.5 - Waiver

- (a) The Commissioner may, in accordance with the general purposes and intent of the Act, waive sections of this chapter if, in his or her opinion, such waiver would not endanger the safety or health of the public.
- (b) The youth camp operator seeking a waiver of the standards in this chapter shall apply, in writing, to:

Public Health and Food Protection Program
c/o Youth Camp Safety Project
Consumer, Environmental and Occupational
Health Service
NJ Department of Health
PO Box 369
Trenton, New Jersey 08625-0369

1. The Department encourages communication through email at youth.camps@doh.nj.gov.
- (c) The youth camp operator shall include the following in the application for waiver:

1. A description of the waiver requested;
2. The specific standard(s) for which a waiver is requested;
3. Reason(s) for requesting a waiver, including a statement of the type and degree of hardship that would result upon full compliance;

4. An alternative proposal which would ensure public health and safety; and
 5. Documentation to support the waiver application.
- (d) The Department reserves the right to request additional information before processing an application for waiver.

(e) The Department may exempt a youth camp or activity from the provisions of this chapter after:

1. A review of materials submitted by the applicant;
 2. An inspection of the affected premises and facilities by a representative of the Department; and
 3. A determination by the Department that the conditions, practices, or activities to be used are as safe and healthful as those which would prevail if the standards was not waived.
- (f) As a condition of the waiver, the camp director shall provide appropriate notice thereof in writing to the parents and guardians of the affected campers.

SUBCHAPTER 2 - CERTIFICATE OF APPROVAL

Section 8:25-2.1 - Certificate of approval

Any private individual, partnership, corporation, or other entity, whether for profit or not-for-profit, desiring to operate or conduct a youth camp in New Jersey shall obtain a certificate of approval from the Department.

Section 8:25-2.2 - Application for certificate of approval

(a) An applicant for a new or renewal certification of approval shall complete the "Application for Certification of Approval to Operate a Youth Camp" (CB-11) form, with the appropriate application type checked off, available at chapter Appendix A.

(b) An applicant for a new or renewal single sport youth camp certification of approval shall complete the "Application for Certification of Approval to Operate a Single Sport Youth Camp" form and the SSYC Location List (CB-14), with the appropriate application type checked off, available at chapter Appendix B.

1. Each applicant for a new single sport youth camp certification of approval shall submit to the Department, with the application, the camp's written policy and procedures as established by this chapter.
- (c) The applicant shall submit a filing fee of \$ 50.00 for a day camp and \$ 100.00 for a resident camp.

1. The applicant shall make the fee payable to "Treasurer, State of New Jersey."
 - i. If the Department denies the application for certificate of approval, the fee shall be refunded to the applicant.
2. Fees may be submitted online through check or money order
at: <https://nj.gov/health/ceohs/ycpay.shtml>.

Section 8:25-2.3 - Issuance of a certificate of approval

(a) The Commissioner shall issue a certificate of approval to establish and operate a youth camp based on the contents of the completed application.

1. The youth camp operator or camp director shall ensure that youth camp structures and facilities are in compliance with local building, zoning, and health codes.
2. The youth camp operator or camp director at new camps and renovated facilities shall make available for review by the Department or local health authority, upon request, letters of approval or a Certificate of Occupancy, as the case may be, issued by the appropriate local authority.

(b) The Commissioner may issue a provisional certificate of approval to establish and operate a youth camp prior to inspection by the Department.

1. Conversion to and issuance of final approval shall be contingent upon the applicant's completion of two consecutive satisfactory inspections establishing compliance with the Act and this chapter.

(c) The certificate of approval shall be nontransferable.

Section 8:25-2.4 - Annual renewal of certificate of approval

(a) Each certificate of approval shall be valid for a period of one year from the date of issue and shall be renewed annually.

(b) An applicant for a renewal certificate of approval shall submit the appropriate form set forth at N.J.A.C. 8:25-2.2(a) or (b), with the renewal application type checked off, to the Department no later than May 1 of each year.

1. Each applicant for a renewal single sport youth camp certification of approval shall submit to the

Department, with the application, any updates to the camp's written policy and procedures, previously submitted pursuant to N.J.A.C. 8:25-2.2(b)1.

Section 8:25-2.5 – Insurance

Each youth camp shall obtain liability insurance in an amount consistent with the expected risks.

SUBCHAPTER 3 – ADMINISTRATION.

Section 8:25-3.1 - General care of campers

(a) The camp director shall state in writing the youth camp's policies and practices for the discipline of its campers and provide a copy to all camp staff.

1. Youth camp staff and campers shall be prohibited from taking the following actions against any camper: deprivation of food, isolation, subjecting to corporal punishment or abusive physical exercise, as a means of punishment.

(b) The camp director shall maintain reasonable groupings of campers, according to the age and the capabilities of each camper in all activities.

(c) Any camp owner, operator, director, counselor, or other employee who has reason to believe that a camper has been or is being subjected to any form of hitting, corporal punishment, abusive language or ridicule, or harsh, humiliating or frightening treatment, or any kind of child abuse or neglect by any person shall immediately report such allegations to the Department of Children and Families, child abuse hotline at 1-877-NJAbuse (652-2873) or TTY or TDD 1-800-835-5510.

Section 8:25-3.2 - Staff

(a) Each youth camp shall employ a camp director that is at least 21 years of age and has one of the following qualifications.

1. At least two seasons of administrative experience in an organized certified camp;
2. Nine months verified experience in a youth program; or
3. One season of administrative experience in an organized certified camp and at least one year teaching experience with a teacher certification.

(b) The camp director shall develop and maintain a written statement of personnel policies and practices.

1. The camp director shall inform the camp staff of these policies and practices and of their specific

duties by means of a written job description of each staff classification.

(c) The camp director shall conduct and document preseason orientation and training for the staff.

(d) The camp director shall include the following in the orientation:

1. Verbal discussion and printed materials on policies and procedures, which are required pursuant to this chapter, including, but not limited to:

- i. Personnel policies and practices;
- ii. Job descriptions;
- iii. Disciplinary policies;
- iv. Basic principles of emergency first aid, blood borne pathogens, infection control, and hand washing practices;
- v. Emergency procedures;
- vi. Daily health surveillance procedures;
- vii. Lost camper policies;
- viii. Lost swimmer policies; and
- ix. Any other expectations of the camp director, as applicable.

2. The youth camp operator or camp director shall develop and implement a program of staff training on issues related to child abuse and neglect, such as, but not limited to, understanding the staff members' responsibilities, reporting, recognition, and observation of campers.

(e) The youth camp operator shall develop and follow written procedures for the review of the background of each staff member.

(f) The youth camp operator or camp director shall review and verify that each staff member has a background free of convictions for the following criminal and/or disorderly persons offenses, as the case may be, in New Jersey or in any other jurisdiction:

1. Murder;
2. Child abuse or neglect;
3. A crime against children, including child pornography;
4. Spousal abuse;
5. A crime involving rape or sexual assault;
6. Kidnapping;
7. Arson;
8. Physical assault or battery; or
9. A drug related offense committed during the preceding five years.

(g) The youth camp operator or camp director shall determine whether each staff member's conduct, criminal or otherwise, disqualifies that person from employment at the camp by considering the factors set forth in (h) through (l) below.

(h) The youth camp operator or camp director shall conduct a review of prior employment history for each new staff member.

1. The prior employment history shall include, but not be limited to, the name, address and phone number of a contact person at each place of employment.

(i) The youth camp operator or camp director shall conduct three character reference checks for each new staff member by contacting references provided by the staff member that are not related to the staff member.

(j) A youth camp operator or camp director shall conduct a criminal history record check for themselves and each adult staff member having unsupervised access to campers through the following methods:

1. For a resident camp, by making a request for an FBCHRI check for noncriminal justice purposes in accordance with N.J.A.C. 13:59, and the procedures established by the New Jersey State Police at the following website, <https://nj.gov/njsp/criminal-history-records/chri-nj-res.shtml>.

- i. For an adult staff member of a resident camp whose permanent residence is not New Jersey (out-of-State and international), the youth camp operator or camp director shall also obtain from the staff member's place of residence, an FBCHRI check or its recognized equivalent.

- ii. Information about the New Jersey State Police full fingerprint criminal history record information process can be found at the following website, <https://nj.gov/njsp/criminal-history-records/chri-nj-res.shtml>.

2. For every youth camp, using a vendor that provides information at least comparable to the information available through the New Jersey State Police as set forth at (j)1 above, by performing a name-based criminal history information check of all 50 states of the United States of America.

- i. For an adult staff member whose country of permanent residence or citizenship is not the

United States of America (international), to the extent practicable, by obtaining a country-wide name-based criminal history information check, or its recognized equivalent, from the staff member's country; and

3. A youth camp operator or camp director may exempt from the criminal history record check requirements at (j)1 and 2 above, a school teacher who is an employee of a school district in good standing, if the school teacher provides the youth camp operator or camp director a notarized statement signed by the school superintendent or principal confirming that the school teacher previously submitted to an FBCHRI check and is an employee of the school district in good standing;

- i. The youth camp operator or camp director shall maintain the notarized statement in the staff member's file and produce it to the health authority upon request.

(k) A youth camp operator or camp director shall conduct a criminal history record check for each adult staff member having unsupervised access to campers according to the following schedule:

1. By June 15, 2026, the youth camp operator or camp director shall conduct a criminal history record check for each new adult staff member for whom a criminal history record check that complies with (j)1 above, has not been performed.

- i. The youth camp operator or camp director shall treat an existing adult staff member, whose employment by the camp has lapsed for longer than 12 continuous months, as a new adult staff member, for the purposes of this section.
 - ii. The youth camp operator or camp director may allow a new adult staff member to start work prior to receiving the criminal history record check results, either buddied with a properly vetted staff member or solely in administrative functions and/or roles, but the operator or director shall ensure that the new staff member is supervised while working with campers until receipt of satisfactory results.
 - iii. A youth camp operator or camp director shall treat a new adult staff member, whose employment by the camp has been without a

lapse of longer than 12 continuous months, in accordance with (k)2 below.

2. The youth camp operator or camp director shall require each existing adult staff member, whose employment by the camp has been without a lapse of longer than 12 continuous months, to complete and submit a notarized statement annually, indicating whether there was a change to the staff member's criminal history status.
 - i. If the youth camp operator or camp director obtained an FBCHRI check and/or completed a 50-state name-based criminal history information check, as applicable, depending on whether the camp is a resident camp, for an existing adult staff member prior to June 15, 2026, that is less than four years old (or had been conducted in the four years preceding the current youth camp season), then the operator or director shall require the staff member to complete and submit a notarized statement indicating whether there was a change to the staff member's criminal history status since completion of the criminal history check.
 - ii. If the youth camp operator or camp director did not obtain an FBCHRI check and/or complete a 50-state name-based criminal history information check for an existing staff member prior to June 15, 2026, that is less than four years old (or had not been conducted in the four years preceding the current youth camp season), then the youth camp operator or camp director shall conduct a criminal history record check for the existing staff member in accordance with (k)1 above.
 - iii. If the existing adult staff member indicates that there has been a change in the staff member's criminal history status, then the youth camp operator or director shall obtain an FBCHRI check and/or complete a new 50-state name-based criminal history information check, as applicable, depending on whether the camp is a resident camp, for the existing staff member.
3. Every five years, a new FBCHRI check and/or a 50-state name-based criminal history information check, as applicable, depending on whether the camp is a resident camp, shall be conducted for

every owner, operator, and staff member supervising campers.

- (l) The youth camp operator or director shall complete a sex offender registry check for each staff member annually through the following methods:
 1. Any national sex offender registry or a vendor that can retrieve national sex offender registry information; and
 2. The New Jersey Sex Offender Internet Registry when New Jersey does not participate in the selected national sex offender registry or a vendor cannot obtain sex offender registry information from New Jersey.
- (m) The youth camp operator or camp director shall:
 1. Maintain written documentation verifying the background and character of each staff member, as set forth in (h) through (l) above, for as long as employment continues at the camp; and
 2. Make such documentation available to the Department or local health authority upon request.
- (n) High risk activities shall be conducted by a qualified adult activity specialist.
 1. High risk activities shall be conducted in accordance with guidelines issued by an organization recognized in the specialized field, current as of the date of the activity.
 - i. The camp director shall maintain, on-site, a copy of the most recent guidelines for each high risk activity, which the youth camp offers.
- (o) At a minimum, an adult, who is assisted by a counselor, shall be responsible for the care and supervision of each group of 20 campers, or portion thereof, for all camp activities, including off-site camp activities, for all campers five up to, and including, 17 years of age.
 1. If a group exceeds 20 campers, then the camp director shall ensure that a supervision ratio is maintained at one additional staff for every additional 10 campers.
- (p) At a minimum, an adult, who is assisted by a counselor, shall be responsible for the care and supervision of each group of 14 campers, or portion thereof, for all camp activities, including off-site camp activities, for all campers two-and-one-half years up to, and including, four years of age.

1. If a group exceeds 14 campers, then the camp director shall ensure that a supervision ratio is maintained at one additional staff member for every additional seven campers.

(q) At a minimum, an adult, who is assisted by a counselor, shall be responsible for the care and supervision of each group of eight campers, or portion thereof, for all camp activities, including off-site camp activities, for all campers who are less than two-and-one-half years of age.

1. If a group exceeds eight campers, then the camp director shall ensure that a supervision ratio is maintained at one additional staff member for every additional four campers.

(r) The camp director shall develop, implement, and document in writing a procedure to keep track of the location and safety of all campers during all camp activities.

(s) The camp director shall not be included in the required staff ratios set forth in (i), (j) and (k) above in camps serving over 50 children.

(t) Refusal to submit to a criminal history record check or sex offender registry check, or providing false information in connection with either, shall disqualify an individual from employment. The youth camp operator or director shall provide a copy of the criminal history record check to prospective staff members.

1. An individual shall have the right to challenge the accuracy of their criminal history record check with the agency that performed it.

2. The youth camp operator or director shall not be required to employ an individual who is in the process of challenging the accuracy of a criminal history record check.

SUBCHAPTER 4 - PHYSICAL PLANT AND ENVIRONMENT

Section 8:25-4.1 - Site

(a) The youth camp operator shall ensure that location of the youth camp does not present a fire, health, or safety hazard.

1. Any youth camp constructed after June, 1974, shall not be divided by a public highway or railroad.

(b) The youth camp operator shall ensure that the youth camp is located on land that provides good natural

drainage or is properly drained through engineered means, so that there is no standing water.

(c) The youth camp operator or camp director shall protect campers from hazardous areas, such as roadways, cliffs, sinkholes, pits and abandoned excavations.

1. The youth camp operator or camp director shall ensure that all hazardous areas are guarded or fenced off and warning signs posted to eliminate the possibility of accidents.

Section 8:25-4.2 - Buildings

(a) The youth camp operator shall ensure that youth camp structures and facilities are in compliance with local building, zoning, and health codes.

1. The youth camp operator or camp director at new camps and renovated facilities shall make available for review by the Department or local health authority, upon request, letters of approval or a Certificate of Occupancy, as the case may be, issued by the appropriate local authority.

(b) The youth camp operator shall ensure that, in new construction of a resident youth camp, the enclosed structure containing sleeping quarters is separated in accordance with N.J.A.C. 5:23, the Uniform Construction Code per the structure's construction type and occupancy.

(c) The camp director in a resident youth camp shall ensure that each camper is provided with their own bed and not less than 300 cubic feet of air space in their sleeping quarters, with at least two feet of space between the sides of each bed.

1. If tents are used as permanent sleeping quarters, the camp director shall ensure that at least 30 square feet of floor space is provided for each camper.

(d) The camp director in a resident youth camp shall ensure that the total window or skylight area, as measured between stops, for every habitable room is 10 percent of the floor area of such room.

1. Campers or staff shall be able to open any windows and/or skylights at least 40 percent.

(e) The camp director shall ensure that during fly season, every door, window, or other opening to the

outside, which is used for ventilation is outfitted with a screen of at least 16 mesh.

1. Each screen door shall swing outward and have an operable self-closing device.

(f) The camp director shall ensure that a health center is established and maintained on the campsite for the temporary isolation and treatment of sick or injured members of the camp community, in accordance with the following:

1. The health center may be a room, tent, or building;
2. Hot water shall be available at the health center;
3. If hot water is not readily available, hand sanitizing facilities, such as waterless hand sanitizers shall be maintained on-site at the health center;
4. The health center shall:
 - i. Be protected from flies, vermin and insects where possible;
 - ii. Be located so as to ensure privacy and quiet;
 - iii. Be situated away from the kitchen or food preparation areas; and
 - iv. Include medical equipment and supplies deemed necessary by the directing physician or the health director for the welfare of the campers; and
5. The health center shall be furnished with clean mattresses and sheets.
 - i. Air mattresses or exercise pads may be used as a reasonable alternative providing that they are made of a cleanable material that can be easily disinfected.
 - ii. More than one mattress may be necessary depending on the type and size of the camp, with no less than one mattress for the first 50 campers and one additional mattress for each additional 200 campers.

Section 8:25-4.3 - Heating plant

(a) The youth camp operator shall ensure that heating equipment conforms to the requirements of the New Jersey Uniform Construction Code at N.J.A.C. 5:23.

(b) The camp director shall maintain the heating equipment at a minimum inside ambient temperature of 68 degrees Fahrenheit when the outside temperature less than 55 degrees Fahrenheit.

(c) The camp director shall prohibit the use of portable heating devices in the youth camp.

(d) The camp director shall ensure that all fireplaces and hot water and steam radiators and pipes are shielded to prevent burns.

Section 8:25-4.4 - Equipment

(a) The camp director shall ensure that all equipment used in the youth camp's programs are of good quality and do not present undue risk of injury to campers or staff.

(b) The camp director shall prohibit power equipment from being stored or left unattended in camp areas.

SUBCHAPTER 5 - HEALTH

Section 8:25-5.1 - Health program

(a) The camp director shall ensure that the youth camp establishes a medical program.

1. This medical program shall be under the direction of a physician licensed to practice medicine or osteopathy in New Jersey or a dedicated health director as set forth at N.J.A.C. 8:25-5.2.

(b) The camp director or health director shall make arrangements with the local Emergency Medical Service or ambulance squad, documented in writing, for medical transport to the nearest hospital in order to treat campers with serious injuries and/or illnesses.

1. The health director shall:
 - i. Maintain on-site, written parental consent for emergency medical treatment; and
 - ii. Provide a copy of the consent to accompany each camper on all off-site trips.

(c) The health director shall maintain at the health center, a bound medical log, listing the date, name of patient, ailment, treatment and the name of the person who administered treatment.

1. If a camper's injury or illness is serious, as determined by the health director, the health director shall notify the parent or guardian as soon as possible.

(d) The health director shall develop a written outline of daily procedures for health surveillance of campers and staff.

1. The health director shall isolate any camper or staff member suspected of having a communicable disease, until medical assistance is obtained.
2. The health director shall document all obvious and unusual observations made during the daily health surveillance, as determined by the camp's established procedures in (d) above.

(e) The camp director shall report all serious injuries to the Department's Youth Camp Safety Project within 24 hours by emailing the project at youth.camps@doh.nj.gov or by phone at (609) 913-5115, including:

1. Death;
2. Head, neck or spinal cord injuries;
3. Any injury, which renders a camper unconscious; and
4. Any serious injury, which involves professional medical treatment.

(f) On or before September 15, of each year, every camp director shall report to the Department all accidents resulting in death or serious injury, using the "Annual Accident Report Youth Camp Safety Act" (CB-15) form, available at N.J.A.C. 8:25 Appendix C or on the internet at <https://healthapps.state.nj.us/forms/>.

1. The reporting requirement in (f) above does not apply to minor injuries, which require only first aid treatment and which do not involve professional medical treatment, loss of consciousness, restriction of activity or motion, or premature termination of the camper's stay at the camp.

Section 8:25-5.2 - Health director

(a) At all resident youth camps, the camp director shall ensure that a health director is on duty at all times who is an adult and either:

1. A physician licensed by the New Jersey State Board of Medical Examiners to practice medicine or osteopathy;

2. A registered nurse or licensed practical nurse, licensed by the New Jersey Board of Nursing;

3. An individual who is certified in advanced first aid, paramedic or emergency medical technician or first responder/CIM accredited by a certification agency approved by the Department as listed in "Recognized Certifications (CPR-First Aid-Lifeguarding-Trained Pool Operator)," available at chapter Appendix D; or

4. An athletic trainer that has a valid certification from the Board of Certification, Inc. (BOC).

- i. Information on the BOC is available through a written request to Board of Certification, Inc., 1415 Harvey Street, Suite 200, Omaha, Nebraska 68102 or through the following toll free telephone number (877) 262-3926, or online at <http://www.bocatc.org/>.

(b) The camp director at a day youth camp, at a minimum, shall have on duty at all times, a health director who is an adult and is certified by the American Red Cross in Standard First Aid-level training, or has equivalent certification approved by the Department as listed in "Recognized Certifications (CPR-First Aid-Lifeguarding-Trained Pool Operator)," available at chapter Appendix D.

1. The camp director shall ensure that day youth camps that occasionally have overnight stays for no more than one night per week be staffed with a health director that meets the requirements of (a) above.

(c) All day and resident youth camp health directors shall hold a certification from the American Red Cross, American Heart Association, or other certification agency approved by the Department as listed in "Recognized Certifications (CPR-First Aid-Lifeguarding-Trained Pool Operator)," available at chapter Appendix D, in professional-level infant child, and adult cardiopulmonary resuscitation.

(d) The camp director shall not be the health director in camps serving over 50 children.

1. The health director shall not be any individual who has responsibilities in a high risk activity that is ongoing at the same time as the health director position.

Section 8:25-5.3 - Medication administration and storage

(a) The health director or adult designee shall administer prescription medication only after receipt of written authorization from the camper's parent, guardian, prescriber, or in accordance with the camp's treatment procedures.

1. Each camper shall be identified prior to medication administration.

(b) The health director shall establish written medical policies and procedures on the treatment of illness and injury and the administration of nonprescription drugs.

(c) The health director shall ensure that all medications:

1. Are labeled and stored in the original container or prescription container, as applicable, and in accordance with manufacturer instructions;
2. Are stored in a secure area that is inaccessible to the campers;
3. That require refrigeration are kept in a separate, locked box in the refrigerator, in a locked refrigerator, or in a refrigerator in a locked medication room.
 - i. The refrigerator shall have a thermometer to indicate temperature in conformance with United States Pharmacopoeia requirements set forth in the 38th Revision of the United States Pharmacopoeia (USP XXXVIII), and the 33rd Revision of the National Formulary (NF XXXIII);
4. For external use are kept separate from drugs for internal use; and
5. Dispensed for one camper shall not be administered to another camper.

(d) The health director shall insure that staff members are informed as to the medication needs of each camper under their direct supervision and any limitations commonly associated with the medication.

(e) The health director shall maintain the following information on file in the camper's medical record when any medications are administered:

1. The camper's name and parental authorization;
2. The name of the medication administered;

3. The condition for which the medication is being used and any cautionary information specific to the medication;
4. The instructions for administration, including the dosage and frequency of administration;
5. The date, time, and name of the person administering the medication to the camper;
6. Any medication error;
7. Any adverse drug reaction; and
8. Whether any contact was made with the prescribing physician pursuant to (f) below.

(f) The health director shall inform the prescribing physician of any medication error or adverse drug reaction.

(g) The health director shall return any unused medication to the camper's parent or guardian within three working days after the camper's last day.

1. The health director shall destroy any medication he or she is unable to return.

(h) The camp director or health director shall inform the parent or guardian prior to the time of enrollment if their youth camp does not administer medications.

Section 8:25-5.4 - First aid supplies

(a) The health director shall maintain at the youth camp the minimum first aid supplies set forth in "Health Center Supplies," available in chapter Appendix E.

(b) First aid supplies shall be:

1. Available at all times; and
2. Fully restocked within 48 hours of use.

(c) The health director shall ensure that a first aid kit is:

1. Available for out-of-camp trips; and
2. Stocked with the items deemed appropriate and necessary for the activities of that trip.

Section 8:25-5.5 - Health records

(a) The parent or guardian of a camper shall complete and submit a written health history for the camper, at the time of admission, to the youth camp for review by the health director, including all known:

1. Physical conditions;
2. Mental conditions; and
3. Allergies.

(b) All staff, or the parent or guardian of a staff member if under the age of 18 at the time of employment, shall submit a written health history, prior to employment, to

the youth camp for review by the health director, including all known:

1. Physical conditions;
2. Mental conditions; and
3. Allergies.

(c) The health director shall maintain the written health histories for campers and staff on file at the youth camp during the camp season.

(d) All campers shall:

1. Be immunized, with the vaccinations required for child-care center, preschool or school attendance, as appropriate for the camper's age, according to the immunization schedule set forth at Immunization of Pupils in School, N.J.A.C. 8:57-4; or
2. Provide a statement from a physician that immunization is in progress.

(e) The youth camp shall adhere to the requirements established at N.J.A.C. 8:57-4.3(a) and (b) regarding medical exemptions for campers from immunization, where the immunization is medically contraindicated.

1. The camp director or health director may exclude from the youth camp those campers with medical exemptions from receiving specific immunizations during a vaccine-preventable disease outbreak or threatened outbreak as determined by the Commissioner.

(f) The youth camp shall adhere to the requirements established at N.J.A.C. 8:57-4.4(a) regarding religious exemptions for campers from immunization.

1. The camp director or health director may exclude from the youth camp those children with religious exemptions from receiving immunizations during a vaccine-preventable disease outbreak or threatened outbreak as determined by the Commissioner.

(g) The camp director shall maintain on file at the youth camp all immunization records and medical and/or religious exemptions for each camper during the camp season.

SUBCHAPTER 6 - SAFETY

Section 8:25-6.1 - General provisions

(a) Each camp director shall ensure that the youth camp establishes written emergency procedures that address, at a minimum, active shooter lockdowns and shelter in place, evacuation of the camp for fires, natural

disasters, serious accidents, illness or injury, relocation, continuity of operations, accommodation for children with disabilities or chronic medical conditions, and accounting for and retrieving lost camper(s).

1. Camp directors may use, as guidance, information provided by the New Jersey State Police, Office of Emergency Management at <https://nj.gov/njoem/training/index.shtml>.
2. The camp director shall inform each staff member of their duties in case of an emergency.
3. Policies and procedures shall address communication and reunification with parent/guardian(s) after an emergency.

(b) The camp director shall conduct fire and emergency drills at least once each camp period or every two weeks, whichever is more frequent.

(c) The camp director shall ensure that a list of emergency phone numbers be provided and posted at a minimum in the main office, the health center, and waterfront area, if applicable.

Section 8:25-6.2 - Hazardous substances

The camp director shall ensure that the storage and handling of flammable liquids and hazardous substances conforms with the requirements of the New Jersey Uniform Construction Code at N.J.A.C. 5:23 and applicable local laws and ordinances.

Section 8:25-6.3 - Firefighting equipment

(a) The camp director of a camp that uses fire extinguishers shall ensure that fire extinguishers meet the requirements of the Fire Underwriters Association and are strategically placed so that they are easily accessible.

(b) The camp director of a camp described in (a) above shall ensure that each fire extinguisher is:

1. Serviced regularly;
2. Inspected at the time application is made for the certificate of approval; and
3. Inspected at periodic intervals for proper care and maintenance.

Section 8:25-6.4 - Fire safety

(a) The youth camp operator or camp director shall obtain a certification from the State or local fire marshal that the youth camp is in compliance with all local and State fire codes and rules.

(b) The youth camp shall conform to the requirements of the Forest Fire Prevention and Control Act, N.J.S.A. 13:9-19, incorporated herein by reference.

(c) The camp director shall ensure that only tents made of fire-retardant fabrics are used at the campsite.

(d) The camp director shall ensure that all permanent structures, which are used as sleeping quarters shall be equipped with a smoke detector.

1. The camp director shall ensure that smoke detector is checked and in working order prior to the first day of camp.

SUBCHAPTER 7 - FOOD AND WATER

Section 8:25-7.1 - Nutrition and meal service

(a) The camp director shall ensure that the youth camp conforms to Sanitation in Retail Food Establishments and Food and Beverage Vending Machines, N.J.A.C. 8:24, with respect to foods and food service.

(b) The camp director shall ensure that the youth camp provides food of sufficient quantity and nutritional quality to provide for the dietary needs of each camper.

(c) The camp director shall ensure that the youth camp prepares and serves meals in an appetizing and sanitary manner, and shall prepare meals as close to serving time as possible.

(d) The camp director shall ensure that the youth camp posts the week's menu in the food preparation area.

1. Food substitutes shall be noted on the menus in writing.
2. After use, the menus shall be kept on file for the entire period of the camping season.

(e) The camp director shall ensure that the youth camp schedules mealtimes to meet the camper's needs and so that there are no excessively long periods of time without food.

1. At least three meals and two snacks shall be provided each day in a resident youth camp.

(f) The camp director shall ensure that the youth camp meets all of the requirements at N.J.A.C. 8:24 when permitting potentially hazardous foods to be brought on site.

Section 8:25-7.2 - Potable water

(a) The youth camp operator shall ensure that the youth camp provide a potable water supply that meets the

requirements of the New Jersey Safe Drinking Water Act, N.J.S.A. 58:12A-1 et seq. and all rules promulgated thereunder, regarding construction, operation, and water quality.

(b) A camp director whose youth camp is open for less than a calendar quarter every year shall present the Department or local health authority evidence of a water bacteriological and nitrate analysis deemed satisfactory by the standards of (a) above, prior to opening for the season.

(c) The camp director shall ensure, as applicable, that drinking fountains conform to the requirements of the New Jersey Uniform Construction Code at N.J.A.C. 5:23.

Section 8:25-7.3 - Water sampling records

The camp director or youth camp operator shall ensure that the results of water samples required by N.J.A.C. 8:25-7.2 be assembled, recorded, and maintained on site and available for inspection by the Department, the local health authority, and/or the Department of Environmental Protection.

SUBCHAPTER 8 - TRANSPORTATION

Section 8:25-8.1 - Vehicles

The camp director shall ensure that transportation for campers provided by the camp conforms to the requirements of Motor Vehicles and Traffic Regulation, N.J.S.A. 39:1-1 et seq., and the Motor Vehicle Commission rules promulgated thereunder at N.J.A.C. 13:21.

Section 8:25-8.2 - Vehicle-related safety practices

(a) The camp director shall ensure the following when providing, or making provision for, transportation of campers:

1. Campers shall never be left unattended in a bus or vehicle;
2. Campers shall only enter and exit from the curbside of the bus or vehicle;
3. The interior and exterior of each bus or vehicle shall be maintained in a clean and safe condition with clear passage to operable doors;
4. Each bus or vehicle used to transport children who are under 18 months of age shall be equipped with

child passenger restraint systems which meet Federal motor vehicle safety standards, in accordance with provisions of the Motor Vehicle Commission, pursuant to N.J.S.A. 39:3-76.2a;

i. The child passenger shall be secured in the restraint system when the vehicle is in motion.

5. The driver shall not transport more persons than specified by the manufacturer of the vehicle;
6. All passengers shall be seated and shall remain seated whenever the bus or vehicle is in motion;
7. In addition to the driver, at least one adult counselor shall be present for every 10 campers or portion thereof, being transported in any one vehicle to and from off-site trips, except that at least one adult or counselor shall be present for every seven children who are under the age of six and one adult counselor shall be present for every four children under the age of two and a half;
8. The driver shall check the vehicle daily to ensure that the vehicle and all safety equipment are in sound operating condition; and
9. The driver shall check the vehicle after each run is complete to ensure that no campers remain in the vehicle.

(b) The camp director shall establish a written policy in which preschool campers shall only be discharged from a vehicle to the custody of a designated person.

(c) The camp director shall obtain from each parent or guardian in writing the name(s) of the person(s) to whom the youth camp can discharge the camper.

(d) The camp director shall ensure that the youth camp perform emergency evacuation drills for Type I and Type II school buses at least once during each camping session or at least once every four weeks, whichever is more frequent.

Section 8:25-8.3 - Vehicle insurance

The youth camp operator shall ensure that the youth camp, person(s), or agency which provides transportation for campers maintain vehicle liability insurance for bodily injury or death as specified by applicable State statutes and rules.

Section 8:25-8.4 - Recordkeeping

(a) The camp director shall ensure that the youth camp establish and maintain a record of the following:

1. Transportation routes;
2. Names of the campers being transported;
3. The name and address of the driver;
4. A photo static copy of his or her valid school bus drivers license; and
5. If a contractor is used to provide transportation services, the name and address of the contractor.

(b) The camp director shall ensure that all drivers possess a valid Commercial Driver's License with a "P" and "S" endorsement and maintain a copy of the license on file.

(c) The camp director shall maintain on file, the name and address of the person(s) designated as the additional adult(s) to whom each camper may be released as set forth at N.J.A.C. 8:25-8.2(c), and the license tag number of the school bus or vehicle to which each camper is assigned.

(d) The camp director shall maintain on file, documentation of emergency evacuation drills for all passengers who ride the Type I or Type II school buses in a log book containing the following:

1. The date of the drill;
2. The number of passengers;
3. The time taken to evacuate the bus; and
4. The signature of the person conducting the drill.

Section 8:25-8.5 - Special requirements for campers with physical disabilities, non-ambulatory campers

(a) The camp director shall ensure compliance with the following additional vehicle requirements, if the youth camp provides or arranges for transportation services for campers with physical disabilities who are non-ambulatory:

1. A ramp device or a hydraulic lift shall be provided with a lift minimum payload of 800 pounds;
 - i. If a ramp device is installed, it shall, have a non-skid surface, be securely stored, be protected from the elements when not in use, and have at least three feet of length for each foot of incline.
2. Wheelchairs shall be securely fastened and face forward;
3. The arrangement of wheelchairs shall not impede access to the emergency or exit door;
4. Seat belts, or other restraints approved by the Motor Vehicles Commission shall be installed for

each passenger, including those seated in wheelchairs; and

5. Aisles leading from a wheelchair position to an emergency or exit door shall have a minimum width of 30 inches.

SUBCHAPTER 9 - WATERFRONT SAFETY

Section 8:25-9.1 - Swimming areas

(a) The youth camp operator or camp director shall ensure that the youth camp uses swimming pools and bathing beaches, which conform to all applicable municipal ordinances, State statutes, and the Public Recreational Bathing rules, N.J.A.C. 8:26, except as otherwise specified in this subchapter.

(b) The camp director shall ensure that the youth camp designates sections in its permanent swimming areas, if any, for non-swimmers, beginners, and swimmers.

1. The lifeguard supervisor shall designate these sections in accordance with the guidelines of his or her certification agency, as set forth at N.J.A.C. 8:25-9.2(a).

Section 8:25-9.2 - Waterfront staff

(a) All lifeguards and lifeguard supervisors in the youth camp, or any place where youth camp activities are conducted, who supervise wading, swimming, or watercraft programs shall be certified as lifeguards by a certification agency approved by the Department as listed in "Recognized Certifications (CPR-First Aid-Lifeguarding-Trained Pool Operator)," available at chapter Appendix D.

1. Each lifeguard and lifeguard supervisor's certification shall be appropriate to the level of training and supervision necessary for his or her position.
2. A lifeguard shall be at least 16 years of age, and a lifeguard supervisor shall be at least 18 years of age.

(b) A lifeguard supervisor shall attend and supervise each non-instructional swimming program.

1. The lifeguard supervisor shall ensure that watercraft activities are conducted pursuant to the provisions of N.J.A.C. 8:25-9.4.

(c) A lifeguard supervisor and one lifeguard shall be on duty, during non-instructional swimming, when there are 30 or fewer campers in the water.

1. One additional lifeguard shall be on duty for every additional 30 campers or fraction thereof that are in the water.

(d) One lifeguard and two adults or one adult lifeguard and two counselors shall be on duty, during instructional swimming, when there are 30 or fewer campers in the water.

1. One additional lifeguard shall be on duty for every additional 30 campers or fraction thereof that are in the water.

(e) One lifeguard with the assistance of two adults, for each 20 or fewer campers who are in the water, shall supervise swimming pools having a maximum depth of 36 inches and having a maximum swimming area of 500 square feet.

1. One additional lifeguard and one additional adult shall be on duty for every additional 20 campers or fraction thereof that are in the water.

(f) The camp director shall ensure that the youth camp conducts off-site swimming activities only at public recreational bathing facilities having waterfront staffing in compliance with the Public Recreational Bathing rules, N.J.A.C. 8:26, and provides prior notification of arrival to the operator of the public recreational bathing facility.

1. Upon arrival at the public recreational bathing facility, the youth camp group leader shall notify the waterfront supervisor(s) of the public recreational bathing facility as to the size of the youth camp group, age range of the group, and any campers with disabilities, if accommodations are needed.
2. An adult, who is assisted by a counselor, shall be responsible for:
 - i. The care and supervision of every 20 campers at off-site swimming activities; and
 - ii. Maintaining the supervision ratios established at N.J.A.C. 8:25-3.2(i), (j) and (k).

(g) The camp director shall ensure that the youth camp maintains written policies and procedures on-site delineating the youth camp's responsibilities for off-site swimming.

1. The camp director shall develop and implement a method to keep track of the location and safety of all campers during off-site swimming activities.

Section 8:25-9.3 - Swimming procedures

(a) If a youth camp includes swimming activities, the camp director shall:

1. Develop a system to assess the swimming ability of each camper and classify each camper as a non-swimmer, beginner or swimmer; or
2. Classify all campers as non-swimmers.

(b) The camp director shall ensure that the youth camp confines campers to swimming areas commensurate with the limits of their swimming ability or in a swimming area which requires lesser skills for which they have been classified.

(c) In order for a youth camp to classify a camper as a swimmer, the camper shall be able to:

1. Exclusive of a swimming instructional session, jump feet first into water, which is over his or her head and come to the surface;
2. Swim a distance of 25 feet and change directions using different strokes; and
3. Swim another distance of 25 feet, stop, and float or tread water for one minute.

(d) Camp director's shall establish and implement a system of supervising and checking bathers using the check or buddy board, the buddy system, the colored cap system, or any combination thereof.

1. A member of the aquatics staff shall supervise the system during swimming periods.
2. A member of the waterfront staff shall conduct bather checks at least every 10 minutes.

(e) The camp director shall develop and institute a written lost swimmer plan, which includes, at a minimum, the following:

1. All staff responsibilities and duties in case of a waterfront emergency.
2. The requirements that a lost swimmer drill be held and documented at least once every two weeks.

Section 8:25-9.4 - Watercraft

(a) The camp director shall only permit staff and campers to conduct watercraft activities during daylight hours.

1. The camp director shall ensure that staff is appropriately trained for watercraft activities.

(b) The waterfront staff shall provide each staff member and camper that is an occupant of a watercraft an inherently buoyant Type I, II, III, or V personal flotation device, which is in good and serviceable condition and of appropriate size for the intended user.

1. The camper or staff member shall wear the personal flotation device while occupying the watercraft.

(c) The camp director shall ensure that the youth camp provide a lifeguard in a lifeboat or in a rescue craft with another adult observing the watercraft activity from a vantage point on the shore for the supervision of boating on lakes, tidal waters, and ponds.

1. The rescue craft shall be capable of supporting two adults.
2. The lifeboat or rescue craft shall be equipped with a rescue ring or similar device, which is attached to a minimum of 25 feet of rope.

SUBCHAPTER 10 - SANITATION

Section 8:25-10.1 - Plumbing

The youth camp operator shall ensure that all plumbing and plumbing fixtures conform to the requirements of the New Jersey Uniform Construction Code at N.J.A.C. 5:23.

Section 8:25-10.2 - Sewer lines and appurtenances

The youth camp operator shall ensure that the sewer lines and appurtenances conform to the requirements of the Pollutant Discharge Elimination System rules, N.J.A.C. 7:14A.

Section 8:25-10.3 - Storm sewer drainage

The youth camp operator shall ensure that storm water sewers are separate and apart from any sanitary sewage disposal system.

Section 8:25-10.4 - Sewage disposal facilities

(a) No person shall construct, expand, or operate a youth camp unless the local health authority and the Department of Environmental Protection, as applicable, have granted approval for the sewage disposal facilities.

(b) Where sewage disposal is to be effected at the campsite by subsurface means, the sewage disposal facilities shall be designed and constructed pursuant to the Standards for Individual Subsurface Sewage Disposal Systems, N.J.A.C. 7:9A, provided the total daily

volume of sewage generated does not exceed the limitations of N.J.A.C. 7:9A-1.8.

1. The youth camp operator shall obtain approval from the local health authority and/or the Department of Environmental Protection, as applicable, for the subsurface sewage disposal facility based on the standards set forth in (b) above.

(c) Where sewage disposal is to be affected by means of an individual subsurface sewage disposal system that exceeds the limitations of N.J.A.C. 7:9A-1.8 or a wastewater treatment plant discharging a treated effluent into the waters of this State, such system or plant shall be designed and constructed pursuant to the Pollutant Discharge Elimination System rules, N.J.A.C. 7:14A.

1. The youth camp operator shall obtain approval from the local health authority and/or the Department of Environmental Protection, as applicable, for the system or plant based on the standards set forth in (c) above.

(d) A subsurface sewage disposal system or a wastewater treatment plant shall not be approved where a public sanitary sewer system, as set forth at N.J.A.C. 7:9A-1.6(e), is available but inconsistent with the Water Quality Management Planning rules, N.J.A.C. 7:15, or as specified by local ordinance.

(e) The youth camp shall dispose of septage pursuant to the Statewide Sludge Management Plan and the Pollutant Discharge Elimination System rules, N.J.A.C. 7:14A.

Section 8:25-10.5 - Flush toilets

(a) Except as provided under N.J.A.C. 8:25-10.6(a), each youth camp shall make flush toilets and urinals available at one or more locations within the camp.

(b) The camp director shall ensure that the youth camp provides separate bathroom facilities for males and females, which are clearly marked.

1. Resident youth camps shall provide one toilet for every 10 female occupants, one toilet for every 15 male occupants and one urinal, or equivalent, for every 30 male occupants, if urinals are used in the youth camp.
2. Day youth camps shall provide one toilet for every 20 persons.

- i. If the camp is an all male day youth camp, one toilet and one urinal, or equivalent, shall be provided for every 30 persons.

(c) Each flush toilet shall be in a separate compartment equipped with a door to ensure privacy.

(d) The camp director shall provide an adequate supply of toilet paper for each toilet.

(e) The camp director shall ensure that flush toilets and urinals are maintained in a clean and sanitary condition.

1. Whenever a youth camp is occupied, youth camp staff shall wash toilet seats at least once a day with a disinfectant solution.
2. Unless provided with a flushing device, youth camp staff shall wash urinals daily with a disinfectant solution.

(f) The camp director shall ensure that the female bathroom facility has a container for sanitary napkin disposal.

1. The container shall have a lid and be made from durable, impervious, and readily cleanable material.

(g) A camp director may provide portable toilets at the camp, if the portable toilets will be present for less than 180 days each year.

Section 8:25-10.6 - Existing privies and pit-toilets

(a) Youth camps, which have used privies and pit-toilets prior to June 6, 1994, shall be permitted to continue using them where it would be impracticable under Department of Environmental Protection rules to provide flush toilets.

(b) Privies and pit-toilets shall be constructed of readily cleanable material and shall be provided with adequate natural lighting and ventilation.

(c) Privy and pit-toilet doors shall be self-closing.

(d) Privy and pit-toilet windows and vents shall be equipped with fly-proof screens.

(e) Each privy and pit-toilet shall be provided with a watertight vault, so that flies cannot gain access to the excrement. Excrement shall not be allowed to fall or spill onto the ground. The vault shall not extend below the prevailing water table.

(f) Each privy and pit-toilet shall have a raisable seat and lid and both shall be made from smooth, durable, impervious and readily cleanable material.

(g) Each privy and pit-toilet shall be located at least 150 feet from any well or point well, stream or lake and at least 50 feet from any campsite.

(h) Lime or other deodorant substances shall be sprinkled at least once daily on the contents of privy vaults to minimize odors.

(i) The vault of a privy or pit-toilet shall be emptied regularly and the contents thereof shall be disposed of pursuant to the requirements of the Statewide Sludge Management Plan and the Pollutant Discharge Elimination System rules at N.J.A.C. 7:14A.

SUBCHAPTER 11 - WATER CLOSETS AND SHOWERS

Section 8:25-11.1 - Building requirements

(a) Concerning water closets and showers, youth camps shall comply with the following:

1. Buildings housing water closets or showers shall be substantially constructed and shall have adequate natural lighting and ventilation;
2. Buildings housing water closets or shower facilities for males and females within the same structure shall be separated by a sound-resistant wall;
3. Exterior water closet and shower building doors shall be self-closing.
 - i. The exterior doors shall be screened by a vestibule or wall to prevent direct view of the interior when the exterior doors are open;
4. All water closet and shower building windows and vents shall have fly-proof screens;
5. The window area of water closet and shower buildings shall equal at least 12 percent of the floor area.
 - i. Windows shall be located as high as possible and, wherever possible, along more than one wall;
6. The interior finish of water closet and shower buildings shall be made from moisture-resistant material, which shall be able to withstand frequent washing and cleaning;
7. Water closet and shower building floors shall be constructed from material that is impervious to water;
8. Shower floors shall be sloped to properly trapped floor drains connected to the sewerage system, in

accordance with provisions of the New Jersey Uniform Construction Code, N.J.A.C. 5:23;

9. The interior finish of all water closet and shower buildings shall be washed and painted regularly to maintain them in a clean and sanitary condition; and
10. The floors shall be washed at least once daily with disinfectant solution.

(b) Youth camps may utilize portable showers if the portable showers comply with standards established by the local health authority or local ordinances, as applicable.

Section 8:25-11.2 - Common towels

The camp director shall prohibit the use of common towels.

SUBCHAPTER 12 - SOLID WASTE

Section 8:25-12.1 - Collection, storage, and disposal of solid waste

(a) The camp director shall ensure that the youth camp manages the storage, collection, and disposal of solid waste to prevent health hazards, rodent harborage, insect breeding, accident hazards, and air pollution, including at least the following standards:

1. All solid waste shall be stored in durable, watertight containers;
2. Where the separation of solid waste and recyclables is required as an aid to municipal solid waste collection, separate marked containers shall be provided and appropriately identified as required by local ordinance;
3. Unless solid waste is collected daily, the containers shall be furnished with a fly-tight lid;
4. Solid waste and recycling containers shall be located at one or more centralized locations within the camp;
5. The storage capacity of solid waste and recycling containers shall be sufficient to hold all of the solid waste and recyclables which accumulate between periods of removal from the premises;
6. Solid waste and recycling containers shall be washed regularly to keep them clean and odor-free and to prevent the breeding of insects therein; and
7. All solid waste and recyclables shall be collected regularly, but not less than two times per week.

(b) In addition to (a) above, the camp director shall ensure that the youth camp conforms to the requirements of Solid Waste, N.J.A.C. 7:26, and the applicable District Solid Waste Management Plan.

SUBCHAPTER 13 - MISCELLANEOUS

Section 8:25-13.1 - Electricity

The youth camp operator shall ensure that the youth camp's electrical systems, equipment, and grounding conforms to the requirements of the New Jersey Uniform Construction Code, N.J.A.C. 5:23.

Section 8:25-13.2 – Buildings

(a) The youth camp operator shall ensure that the youth camp's buildings are in compliance with the requirements of the New Jersey Uniform Construction Code, N.J.A.C. 5:23 and the New Jersey Uniform Fire Code, N.J.A.C. 5:70, as applicable.

(b) The youth camp operator shall ensure that the youth camp's buildings used in the preparation of food and drink are constructed and operated pursuant to the requirements of Sanitation in Retail Food Establishments and Food and Beverage Vending Machines, N.J.A.C. 8:24.

Section 8:25-13.3 - Insect, rodent, and weed control

(a) The camp director shall ensure that the youth camp controls mosquito breeding by keeping the youth camp free of cans, jars, buckets, old tires, and other articles, which may hold water and provide temporary breeding places for mosquitoes.

1. When mosquito control measures and supplemental larvicidal measures are necessary to control mosquito populations, such measures shall be undertaken pursuant to the requirements of the New Jersey Pesticide Control Code, N.J.A.C. 7:30.

(b) The camp director shall ensure that the youth camp controls fly breeding by eliminating unsanitary practices, which may promote the development of breeding places.

1. Leaking solid waste and recycling containers shall be repaired or replaced.

2. The area surrounding waste and recycling containers shall not be littered with food wastes or other solid wastes.

(c) The camp director shall ensure that the youth camp maintains all enclosed buildings so as to eliminate rodent harborage, placing special emphasis on buildings where food is stored or served.

(d) The camp director shall ensure that the youth camp controls weed growth along pathways and within each campsite to reduce tick and chigger populations.

1. The camp director shall ensure that the youth camp controls poison ivy, poison oak, and poison sumac within each campsite.
2. The application of pesticide(s) shall conform to the requirements of the New Jersey Pesticide Control Code, N.J.A.C. 7:30.

Section 8:25-13.4 - Farm and domestic animals

(a) The camp director shall ensure that the youth camp does not locate any living quarters, kitchens, or mess halls within 100 feet of housing for horses or other farm animals.

(b) The camp director shall ensure that the youth camp does not allow manure to remain for more than 24 hours wherever farm or domestic animals are kept.

1. The camp director shall ensure that fly repellent and other precautions be used to prevent these areas from becoming an attraction to or breeding place for flies.

(c) The camp director shall ensure that the youth camp does not allow drainage from stables and temporary horse quarters to flow into a spring, stream, or lake.

(d) The camp director shall ensure that the youth camp does not permit farm and/or domestic animals on a bathing beach or in the water in the area used for waterfront activities.

(e) The camp director shall ensure that the youth camp meets the requirements of the "Compendium of Measures to Prevent Disease Associated with Animals in Public Settings, 2017."

Section 8:25-13.5 – Maintenance

(a) The camp director shall ensure that the youth camp is maintained in a clean, safe, and sanitary condition,

ensuring, at a minimum, compliance with the following standards:

1. All roofs, exterior walls, doors, skylights, and windows shall be weather- and watertight and kept in sound condition and in good repair;
2. All floors, interior walls, and ceilings shall be sound and in good repair and maintained in a clean and sanitary condition;
3. All plumbing fixtures and water and waste pipes shall be maintained in working condition and kept clean;
4. All water closet, bathroom, and kitchen floors shall be maintained to be reasonably impervious to water and in a manner providing for a clean and sanitary condition; and
 - i. Floor finishes shall be of non-slip material; and
 - ii. Floors shall be cleaned at least once per day and kept in good repair.
5. Recreational equipment, including playground devices, shall be inspected at least once per week during the use season.
 - i. The camp director shall ensure that the youth camp maintains a permanent record of each inspection from the previous and active season; and
 - ii. The camp director shall ensure that the youth camp maintains recreational equipment in safe operating condition at all times.

Subchapter 14 - SINGLE SPORT YOUTH CAMPS

(a) The youth camp operator and/or camp director of an SSYC shall comply with the requirements of this chapter and the Act, as appropriate according to whether the SSYC is located at a permanent facility or is transient, with the following exceptions, which would not apply to any SSYC:

1. N.J.A.C. 8:25-3.2(b); and
2. N.J.A.C. 8:25-6.1(b) and (c).

(b) The youth camp operator and/or camp director of an SSYC shall:

1. Establish procedures for handling situations involving lost campers, inclement weather, and serious injury;
2. Conduct a drill once per session implementing the lost camper and an inclement weather procedures and document the time and date of the drill;
3. Provide a shelter in case of inclement weather.

- i. This shelter may be a permanent or temporary structure;
4. Maintain ground facilities (buildings, cabanas, bathroom facilities, port-a-potties, playing fields, rinks, and basketball courts) as set forth at N.J.A.C. 8:25-10 through 13;
5. Provide a means for campers to lie down when sick or ill;
6. Provide a means of communication.
 - i. If an SSYC operates at an isolated location, then the SSYC shall have a means to connect to a 911 emergency service;
7. Ensure that liquid supplements are available onsite for campers, for example, bottled water or a water fountain; and
8. Provide bathroom facilities if the SSYC is a full-day camp that operates for four hours or more.

SUBCHAPTER 15 - ENFORCEMENT PROCEDURES

Section 8:25-15.1 - Operation standard

The youth camp operator and camp director shall ensure that the youth camp operates in compliance with the provisions of this chapter and the Act.

Section 8:25-15.2 - Inspection

- (a) The local health authority shall inspect every youth camp as required by the Public Health Practice Standards of Performance for Local Boards of Health in New Jersey, N.J.A.C. 8:52-7A.2 and 8:52 Appendix.
- (b) The youth camp operator and/or camp director shall permit access to representatives of the Department or local health authority to all parts of the youth camp upon request.
- (c) The camp director shall forward to the Department a copy of the youth camp's most recent American Camp Association Certificate of Accreditation with the application for renewal certificate of approval or by June 1 of each year.
- (d) The Department shall accept the American Camp Association Certificate of Accreditation in lieu of the inspections set forth in (a) above.
 1. The camp director shall make available to the Department the most recent accreditation report upon request.
 2. The Department may conduct inspections of any American Camp Association accredited camp.

Section 8:25-15.3 - Penalties

(a) Whenever the Department finds that a youth camp is in violation of any provision of the Act or this chapter, the Commissioner may revoke the certificate of approval and may assess a civil administrative penalty not to exceed \$ 1,000 per day, upon notice and a hearing.

1. If the violation is of a continuing nature, each day shall constitute an additional and separate offense.

(b) The Department may temporarily suspend a youth camp's certificate of approval pending compliance with any requirement of the Act or this chapter with which the camp is noncompliant.

1. If the Department temporarily suspends a youth camp's certificate of approval, the Department shall inform the holder of the certificate of approval for the youth camp, in writing, the citation in the Act or this chapter of the violation and the date upon which compliance must occur.

- i. The Department may extend the date of compliance based on the violation and circumstances of the camp.

2. If the youth camp operator continues to be non-compliant past the compliance date set forth in (b)1 above, then the Department may pursue revocation.

(c) The Department's notice of revocation of the certificate of approval and/or levy of a penalty shall:

1. Be in writing;
2. Be delivered by personal service or certified mail to the violator's last known address;
3. Specify the provisions of the Act or this chapter that have been violated;
4. Contain a concise statement of the facts alleged to constitute the violation;
5. Specify the amount of civil administrative penalties to be imposed; and
6. Provide notice of the violator's right to a hearing or an informal conference or review pursuant to N.J.A.C. 8:25-15.4 including:
 - i. The time period in which the violator may submit a written request for a hearing; and
 - ii. The address to which such request may be submitted.

(d) In assessing a civil administrative penalty pursuant to the Act or this chapter, the Commissioner shall consider the following factors, where applicable, in determining what constitutes an appropriate penalty for the particular violation:

1. Degree of hazard posed to human safety and welfare;
2. Degree of harm posed to the proper administration of the youth camp certification program;
3. Past history of compliance on the part of the violator;
4. Economic benefit that the violator accrues as a result of the violation; and
5. Performance of the violator in correcting the violation.

(e) No existing civil or criminal remedy for any wrongful action, which is a violation of any code, rule, or regulation, shall be excluded or impaired by this chapter.

Section 8:25-15.4 - Hearings

(a) The Commissioner may order the revocation of a youth camp's certificate of approval, the payment of a fine, or both, upon a finding of violation of the Act, this chapter, or an order issued pursuant thereto.

1. The order shall not become final, and may not be sued upon until the youth camp has received written notice of the order and an opportunity for a hearing.
2. The order shall be in writing and shall set forth all known violations, as well as the following:
 - i. The facts, statutes, rules, and orders, if any, upon which the finding is based;
 - ii. The penalty(ies) imposed;
 - iii. The date by which revocation of the certificate of approval shall be effective, and the youth camp shall be closed, which shall occur upon issuance of the final order, as appropriate to the circumstances;
 - iv. The date by which payment of the fine(s) is required following the date the order becomes final, as appropriate to the circumstances;

v. The date by which any corrective action by the youth camp must be completed following the date the order becomes final, as appropriate to the circumstances;

vi. The right of the youth camp to request a hearing within 10 days of receipt of the order, and the minimum information, which must be contained in the hearing request;

vii. The right of the youth camp to request an informal conference prior to commencement of the hearing;

viii. The right of the youth camp to request a settlement conference at any time prior to the rendering of a final decision on the hearing; and

ix. A statement explaining that if the youth camp does not request a hearing within 10 days of receipt of the order, the order becomes final, and the youth camp waives its right to an administrative hearing.

3. Notwithstanding (a) above, the Commissioner may seek injunctive relief through a summary proceeding in accordance with N.J.S.A. 26:12-11.

(b) The youth camp operator shall request a hearing within 10 days of receipt of an order of finding of violation or waive its right to such a hearing.

1. An informal hearing at the Department shall be scheduled within 60 days of the receipt of the request for a hearing.

2. If the matter is not resolved at the informal hearing, the Commissioner shall transfer the matter to the Office of Administrative Law in accordance with the provisions of N.J.S.A. 52:14B-1 et seq. and the Uniform Administrative Procedure Rules, N.J.A.C. 1:1.

3. The decision of the agency following a hearing shall be a final agency decision, and the order set forth therein shall be a final order on the matter.

i. The order set forth in the final agency decision may accept, modify, or reject the order of finding of violation.

(c) Notice of the order and any requests for a hearing or conferences shall be effective upon receipt if sent by certified mail to the address on file with the Department of the holder of the certificate of approval for the youth camp, or to the Department's address specified in the forms set forth at N.J.A.C. 8:25-2.2, as appropriate.

APPENDIX A



New Jersey Department of Health
Consumer, Environmental and Occupational Health Service
Public Health and Food Protection Program
PO Box 369, Trenton, NJ 08625-0369

APPLICATION FOR CERTIFICATE OF APPROVAL TO OPERATE A YOUTH CAMP
(AUTHORITY: N.J.S.A. 26:12-6)

Instructions: This form works best when using ADOBE READER (desktop application only). Only electronic submissions will be accepted. Submit one form per Camp Owner or Corporation. After you have completed all sections of the form, you will email your completed form to youthcamps@doh.nj.gov.

CAMP STATUS			
NJDOH Camp ID#: (initial applicants should enter 0000)			
Application Type:		<input type="checkbox"/> Initial / Renewal (will operate this season) <input type="checkbox"/> Inactive (will not operate this season) <input type="checkbox"/> Out of Business (no longer in operation)	
Camp Type		<input type="checkbox"/> Municipal <input type="checkbox"/> Private	
CAMP IDENTIFICATION			
Owner or Corporation Information	Name:	Address:	City / State / Zip
	Phone Number:	Email Address:	<input type="checkbox"/> I would like to receive updates via email
Assessment Questions			
1. Will your organization participate in the Child Care Resource & Referral (CCR&R) childcare subsidy program? i. Approximately, how many children under your care will receive child care subsidy?			Yes No
2. Is your organization licensed by the Office of Childcare Licensing (OOL) through the Department of Children and Families (DCF) as a childcare center? If yes, please list your OOL number.			Yes No
3. Will your camp participate in the Department of Agriculture (DOA) Summer lunch program?			Yes No
4. Is your camp American Camp Association (ACA) Accredited? i. If yes, please list your accreditation number.			Yes No
5. Will your camp implement any recommended COVID-19 mitigation strategies? (not required)			Yes No
CAMP SITE DETAILS			
Name of Camp:		Phone Number:	County of Camp Location:
Local Health Department Responsible for the Preoperational Inspection: (LHD Directory: https://www.nj.gov/health/eh/community/index.shtml)			
Site location address:		City / State / Zip	
Water Supply: <input type="checkbox"/> Municipal <input type="checkbox"/> Well		Waste Disposal: <input type="checkbox"/> Sanitary Sewer <input type="checkbox"/> Septic System	
This camp is: <input type="checkbox"/> Summer Only <input type="checkbox"/> Year Round		Start date	End date
Camp Director's Name: First / Middle / Last		Camp Director's Email:	Camp Director Cell Phone Number:
Camp Director's Qualifications (at least 21 years of age; verified experience in a youth program; administrative and/or teaching experience in a youth program):			
How many adult staff (18 or older) will supervise children?			
How many minor counselors (age 16-17) will supervise children?			
Please list your camp population details:			
i. Approximate age range of campers anticipated for the season?..... to			
ii. Approximate number of children the camp anticipates hosting for the season?.....			
Campers:	<input type="checkbox"/> Female Only <input type="checkbox"/> Male Only <input type="checkbox"/> Coed <input type="checkbox"/> Persons with disabilities <input type="checkbox"/> Other:		
Activities:	<input type="checkbox"/> Archery <input type="checkbox"/> Boating <input type="checkbox"/> Field Trips <input type="checkbox"/> Field Sports <input type="checkbox"/> Horseback Riding <input type="checkbox"/> Overnights <input type="checkbox"/> Petting Zoo <input type="checkbox"/> Rope Course <input type="checkbox"/> Riflery <input type="checkbox"/> Rock Climbing Wall <input type="checkbox"/> Ropes/Challenge Course <input type="checkbox"/> Singing <input type="checkbox"/> Travel Camp <input type="checkbox"/> Zip Line <input type="checkbox"/> Other		
<input type="checkbox"/> Please check this box if your camp operates any apparatus over 10' in height. (Note: Apparatus over 10' are required to be registered with the Department of Community Affairs-Carnival Amusement Rides. Please visit their website at https://www.nj.gov/dca/divisions/codes/offices/rides.html .)			
<input type="checkbox"/> Swimming	<input type="checkbox"/> Onsite <input type="checkbox"/> Offsite Swimming is conducted via: <input type="checkbox"/> Pool <input type="checkbox"/> Lake <input type="checkbox"/> Ocean <input type="checkbox"/> River		
(The CB-11a form should be used to report multiple locations)			
FEE SCHEDULE			
Online Application Payment:	Annual Fee Per Location	Day \$50.00 / Resident \$100.00	Payment Confirmation Number:
Payment Date:	Payment Method:		Payment Amount:
CERTIFICATION BY APPLICANT			
<input type="checkbox"/> I understand and acknowledge that by clicking this box, I have received and read N.J.A.C. 8:25 New Jersey Youth Camp Safety Standards. My submission of this form constitutes an attestation of compliance with the N.J.A.C. 8:25 Youth Camp Safety Standards. I understand that I will be liable for fines, not to exceed \$1,000, for any violation of these Standards or of any rule or regulation duly issued thereunto or order issued pursuant thereto. I certify, the statements made in this application are true, complete, and correct to the best of my knowledge and belief.			
Name of Applicant First / Middle / Last		Title of Applicant	Email
			Date

NJ Youth Camp Application Instruction Checklist

Please be sure to complete this application in its entirety. All sections are required to be completed and payment made in order to successfully process the application.

STOP!!! Is your program a Youth Camp?

- ☐ Camp must include at least one **HIGH-RISK ACTIVITY****
- ☐ Accommodates five (5) or more children under 18 years of age.
- ☐ Operates for a period or portions of two (2) days or more within the same week

Type of Youth Camps:

- **Day camp:** operates during the day, no more than one overnight stay per week
- **Resident camp:** the campers stay overnight on a regular basis

**** HIGH RISK ACTIVITY:** any recreational component, sport or activity that exposes a camper to a serious injury because of the inherent danger of the recreational component, sport or activity; requires a high level of adult supervision at all times.

**** Virtual camps** whereby campers never attend in-person activities are not licensed by the Youth Camp Safety Project.

COMPLETE THE APPLICATION

The application must be completed electronically on a computer, laptop, or tablet. Enter all information into the electronic form fields provided. Handwritten applications are not accepted.

SECTION: STATUS

- ☐ **Camp Identification (CampID)**– 3-4 digit number issued to a licensed youth camp. This number does not change. On your license certificate, your **CampID** is located below the name of your camp, near the center. If the camp was actively licensed last year, your campID number can be found online: <https://healthapps.state.nj.us/youthcamps/camplist/a-z.aspx>
- ☐ **Application Type**– *Initial*– New camp that will operate for the season; *Renewal*– previously licensed camp that is renewing licensure to operate for this season; *Inactive*– camp that was licensed in the past, does not want to run an active camp for the current season, but wants to put a hold on their license number (will not operate this season) ; *Out of Business*– camp is no longer in operation.
- ☐ **Municipal or Private Camp**– Municipal and/or government run camps are exempt from the fee but must submit the application.

SECTION: CAMP IDENTIFICATION

- ☐ **Name and Mailing Address of Owner/Corporation** – Direct, year-round mailing, telephone and email address for all correspondence to the camp operators.
- ☐ If you would like to receive updates via email please check the box provided.

SECTION: ASSESSMENT QUESTIONS

- ☐ Answer **each question** numbered 1-6 as listed on the form using the box provided.

SECTION: CAMP SITE DETAILS

- ☐ **Camp Name, City State and Zip** – The exact name of the camp and the site/physical location details.
- ☐ **Site Location** – The site/physical location where camp activities are routinely held. Enter an exact address.
 - SINGLE SPORT YOUTH CAMPS must submit an exact physical address for EACH location.
 - If there are changes to your location after submission, send an email to youth.camps@doh.nj.gov

- ☐ **County of Site Location** – The county where camp activities are routinely held.
- ☐ **Telephone Number at Site Location** – Phone number for direct contact with on-site camp activity senior staff.
- ☐ **Camp Director Name**– Full name of the camp director.
- ☐ **Camp Director’s Qualifications**– Please briefly describe how your camp director meets the following requirement: Each youth camp shall employ a camp director that is at least 21 years of age and has one of the following qualifications:
 1. At least two seasons of administrative experience in an organized certified camp.
 2. Nine months verified experience in a youth program.
 3. One season of administrative experience in an organized certified camp and at least one year teaching experience with a teacher certification
- ☐ **Number of adult staff** – The approximate number of persons 18 and older who will supervise campers.
- ☐ **Number of staff ages 16-17** – The approximate number of persons under 18 who will supervise campers.
- ☐ **Age Range of Campers** – The numerical age range of campers (Ex: 6 to 12 yrs.). **Do not** submit grade levels.
- ☐ **Total Summer Camp Attendance** – The approximate number of campers expected to attend for the season.
- ☐ **Camp Operates Year Round or Seasonal** – Year round camps operate during any out of school vacation such as spring break, Thanksgiving Holidays, etc. Seasonal camps operate **ONLY** during summer break.
- ☐ **Resident or Day** – Day camps operate primarily during the daytime and send their campers home every day. Resident camps operate routine overnight accommodations for campers.
- ☐ **Camper Demographics** – Please indicate whether your camp is male only, female only, coed, persons with disabilities or otherwise describe how your population identifies in the other category. More than one category may be chosen.
- ☐ **Campers, Water Supply, and Waste Disposal** – Check applicable boxes.
- ☐ **Activities** – Check all high-risk activities. **Day programs lacking any high-risk component will not be licensed as a youth camp.**
- ☐ **Apparatus over 10 feet** – Check the box if your camp operates a play apparatus that is over 10 feet tall.

SECTION: ADDITIONAL CAMP SITE

- ☐ **CB-11a/CB-14a forms** –If you need to add additional sites you may complete the cb-11a or cb-14a form to add additional sites to the application form. Please submit the completed form with this application via email to youth.camps@doh.nj.gov

SECTION: FEE SCHEDULE

- Payment options include online processing of checks and all credit card types.
 - Municipal/government operated camps are not required to submit a fee but must complete the application and submit an official request for license fee waiver on municipal letterhead.
- To pay online, click the hyperlink on the application form: ‘*Online Application Payment.*’ You will need your **CampID** number, which should be entered under the ‘Pertinent Number’ box on the online payment page.
 - When payment is complete, type your payment confirmation number in the ‘Payment

Confirmation Number' box on the application.

- **Online Payment is preferred and will ensure your application is processed promptly and accurately.** If you must pay by paper check or money order, please add the check number to the 'Payment Confirmation Number' box on the application and indicate in your email submission that a check will be sent separately. Checks may be made out to '*NJ Department of Health*'. Submit the check with a printed copy of your emailed application to the following address:

NJ Department of Health, Public Health & Food Protection, PO Box 369, Trenton, NJ 08625

- Overnight mail (UPS/FedEx) should be addressed:

NJ Department of Health, Public Health & Food Protection

Attn: Youth Camp Project, 135 E. State Street- 3rd Floor, Trenton, NJ 08625

SECTION: CERTIFICATION BY APPLICANT OF N.J.A.C. 8:25 Youth Camp Safety Standards

- ☐ The checkbox near the signature is your acknowledgement of the Terms and Conditions of licensure by the Department. **This box must be checked or your application will not be processed.**
- ☐ The full name, title of the responsible party (i.e. camp operator/owner), email and date must be listed in the fields following the statement of acknowledgement and responsibility.

SUBMIT YOUR APPLICATION VIA EMAIL

All applications must be completed electronically and submitted via email. You do NOT need to mail your application. If you're mailing an application because of a paper check or money order payment, you must also submit the application electronically, with the electronic form fields filled out on a computer. Scanned documents or photographs are NOT accepted.

1. When you have finished completing all electronic fields of the application, **SAVE** the file on your computer.
2. Create a new email addressed to youth.camps@doh.nj.gov
3. **Attach** the completed electronic application file that you just saved.
4. Open the attachment to confirm your form is saved with all form fields completed.
5. In the subject line of the email, type "**Youth Camp Application**" followed by your **CampID** number.
6. In the body of the email, please provide direct contact information that we may use in case there is an issue with your application.
7. Send the email. You should receive an automatic message to confirm receipt of your email.
8. Please allow 4 weeks for processing. Expedited service is not available.
9. When your license is issued, a license will be sent electronically to the email address you provide in the application. The emailed license may be printed for use and posting. Actively licensed camps are listed live on the following webpage: <https://healthapps.state.nj.us/youthcamps/camplist/az.aspx>

Public Health & Food Protection Program | youth.camps@doh.nj.gov | 609-826-4935

Please see our FAQ: <https://nj.gov/health/ceohs/sanitation-safety/youthcamps.shtml>



New Jersey Department of Health
Consumer, Environmental and Occupational Health Service
Public Health and Food Protection Program
PO Box 369, Trenton, NJ 08625-0369

SSYC

APPLICATION FOR CERTIFICATE OF APPROVAL TO OPERATE A SINGLE SPORT YOUTH CAMP
(AUTHORITY: N.J.S.A. 26:12-6)

Instructions: This form works best when using ADOBE READER (desktop application only). Only electronic submissions will be accepted. Submit one form per Camp Owner or Corporation. After you have completed all sections of the form, you will email your completed form to youth.camps@doh.nj.gov.

CAMP STATUS							
NJDOH Camp ID#: (Initial applicants should enter 0000)							
Application Type:		Initial / Renewal (will operate this season) Inactive (will not operate this season) Out of Business (no longer in operation)					
Camp Type		Municipal			Private		
CAMP IDENTIFICATION							
Owner or Corporation Information	Name:		Address:		City / State / Zip		
	Phone Number:		Email Address:		I would like to receive updates via email		
Assessment Questions							
1. Will your organization participate in the Child Care Resource & Referral (CCR&R) childcare subsidy program? i. Approximately, how many children under your care will receive <u>child-care</u> subsidy?							Yes No
2. Is your organization licensed by the Office of Childcare Licensing (OCL) through the Department of Children and Families (DCF) as a childcare center? If yes, please list your OCL number.							
3. Will your camp participate in the Department of Agriculture (DOA) Summer lunch program?							
4. Is your camp American Camp Association (ACA) Accredited? i. If yes, please list your accreditation number.							
5. Will your camp implement any recommended COVID-19 mitigation strategies? (not required)							
CAMP SITE DETAILS							
Name of Camp:			Phone Number:		County of Camp Location:		
Local Health Department Responsible for the Preoperational Inspection: (LHD Directory: https://www.nj.gov/health/communities/index.shtml)							
Site location address:			City / State / Zip				
Water Supply:		Municipal	Well	Waste Disposal:		Sanitary Sewer	Septic System
This camp is:		Summer Only	Year-Round	Start date		End date	Resident Day Camp
Camp Director's Name: <i>First/Last/Last</i>			Camp Director's Email:		Camp Director Cell Phone Number:		
Camp Director's Qualifications (at least 21 years of age; verified experience in a youth program administrative and/or teaching experience in a youth program):							
How many adult staff (18 or older) will supervise children?							
How many minor counselors (age 16-17) will supervise children?							
Please list your camp population details:							
i. Approximate age range of campers anticipated for the season? to							
ii. Approximate number of children the camp anticipates hosting for the season?							
Campers:		Female Only	Male Only	Coed	Persons with disabilities		Other:
Activities:	Archery	Boating	Field Trips	Field Sports	Horseback Riding	Overnights	
	Petting Zoo	Rope Course	Rifery	Rock Climbing Wall	Ropes/Challenge Course	Singing	
	Travel Camp	Zip Line	Other				
<input type="checkbox"/> Please check this box if your camp operates any apparatus over 10' in height. (Note: Apparatus over 10' are required to be registered with the Department of Community Affairs-Carnival Amusement Rides. Please visit their website at https://www.nj.gov/bca/divisions/codes/offices/rides.html .)							
<input type="checkbox"/> Swimming	Onsite	Offsite	Swimming is conducted via:		Pool	Lake	Ocean River
(The CB-11a form should be used to report multiple locations)							
FEE SCHEDULE							
Online Application Payment		Annual Fee Per Location		Day \$50.00 / Resident \$100.00		Payment Confirmation Number:	
Payment Date:		Payment Method:		Payment Amount:			
CERTIFICATION BY APPLICANT							
<input type="checkbox"/> I understand and acknowledge that by clicking this box, I have received and read N.J.A.C. 8:25 New Jersey Youth Camp Safety Standards. My submission of this form constitutes an attestation of compliance with the N.J.A.C. 8:25 Youth Camp Safety Standards. I understand that I will be liable for fines, not to exceed \$1,000, for any violation of these Standards or of any rule or regulation duly issued thereunto or order issued pursuant thereto. I certify, the statements made in this application are true, complete, and correct to the best of my knowledge and belief.							
Name of Applicant: First / Middle / Last			Title of Applicant		Email		Date

NJ Youth Camp Application Instruction Checklist

Please be sure to complete this application in its entirety. All sections are required to be completed and payment made in order to successfully process the application.

STOP!!! Is your program a Youth Camp?

- ☐ Camp must include at least one **HIGH-RISK ACTIVITY****
- ☐ Accommodates five (5) or more children under 18 years of age.
- ☐ Operates for three (3) or more hours, for a period or portions of two (2) days or more within the same week

Type of Youth Camps:

- **Day camp:** operates during the day, no more than one overnight stay per week
- **Resident camp:** the campers stay overnight on a regular basis

**** HIGH RISK ACTIVITY:** any recreational component, sport or activity that exposes a camper to a serious injury because of the inherent danger of the recreational component, sport or activity; requires a high level of adult supervision at all times.

**** Virtual camps** whereby campers never attend in-person activities are not licensed by the Youth Camp Safety Project.

COMPLETING THE APPLICATION

The application must be completed electronically on a computer, laptop, or tablet. Enter all information into the electronic form fields provided. Handwritten applications are not accepted.

SECTION: STATUS

- ☐ **Camp Identification (CampID)**— 3-4 digit number issued to a licensed youth camp. This number does not change. On your license certificate, your **CampID** is located below the name of your camp, near the center. If the camp was actively licensed last year, your campID number can be found online:
<https://healthapps.state.nj.us/youthcamps/camplist/a-z.aspx>
- ☐ **Application Type-** Initial – New camp that will operate for the season; Renewal – previously licensed camp that is renewing licensure to operate for this season; Inactive – camp that was licensed in the past, does not want to run an active camp for the current season, but wants to put a hold on their license number (will not operate this season) ; Out of Business- camp is no longer in operation.
- ☐ **Municipal or Private Camp-** Municipal and/or government run camps are exempt from the fee but must submit the application.

SECTION: CAMP IDENTIFICATION

- ☐ **Name and Mailing Address of Owner/Corporation** – Direct, year-round mailing, telephone and email address for all correspondence to the camp operators.
- ☐ If you would like to receive updates via email please check the box provided.

SECTION: ASSESSMENT QUESTIONS

- ☐ Answer **each question** numbered 1-6 as listed on the form using the box provided.

SECTION: CAMP SITE DETAILS

- ☐ **Camp Name, City State and Zip** – The exact name of the camp and the site/physical location details.
- ☐ **Site Location** – The site/physical location where camp activities are routinely held. Enter an exact address.
 - **SINGLE SPORT YOUTH CAMPS** must submit an exact physical address for EACH location.

- If there are changes to your location after submission, send an email to youth.camps@doh.nj.gov
- ☐ **County of Site Location** – The county where camp activities are routinely held.
- ☐ **Telephone Number at Site Location** – Phone number for direct contact with on-site camp activity senior staff.
- ☐ **Camp Director Name**– Full name of the camp director.
- ☐ **Camp Director’s Qualifications**– Please briefly describe how your camp director meets the following requirement: Each youth camp shall employ a camp director that is at least 21 years of age and has one of the following qualifications:
 1. At least two seasons of administrative experience in an organized certified camp.
 2. Nine months verified experience in a youth program.
 3. One season of administrative experience in an organized certified camp and at least one year teaching experience with a teacher certification
- ☐ **Number of adult staff** – The approximate number of persons 18 and older who will supervise campers.
- ☐ **Number of staff ages 16-17** – The approximate number of persons under 18 who will supervise campers.
- ☐ **Age Range of Campers** – The numerical age range of campers (Ex: 6 to 12 yrs.). **Do not** submit grade levels.
- ☐ **Total Summer Camp Attendance** – The approximate number of campers expected to attend for the season.
- ☐ **Camp Operates Year Round or Seasonal** – Year round camps operate during any out of school vacation such as spring break, Thanksgiving Holidays, etc. Seasonal camps operate **ONLY** during summer break.
- ☐ **Resident or Day** – Day camps operate primarily during the daytime and send their campers home every day. Resident camps operate routine overnight accommodations for campers.
- ☐ **Camper Demographics** – Please indicate whether your camp is male only, female only, coed, persons with disabilities or otherwise describe how your population identifies in the other category. More than one category may be chosen.
- ☐ **Campers, Water Supply, and Waste Disposal** – Check applicable boxes.
- ☐ **Activities** – Check all high-risk activities. **Day programs lacking any high-risk component will not be licensed as a youth camp.**
- ☐ **Apparatus over 10 feet** – Check the box if your camp operates a play apparatus that is over 10 feet tall.

SECTION: ADDITIONAL CAMP SITE

- ☐ **CB-11a/CB-14a forms** –If you need to add additional sites you may complete the cb-11a or cb-14a form to add additional sites to the application form. Please submit the completed form with this application via email to youth.camps@doh.nj.gov

SECTION: FEE SCHEDULE

- Payment options include online processing of checks and all credit card types.
 - Municipal/government operated camps are not required to submit a fee but must complete the application and submit an official request for license fee waiver on municipal letterhead.
- To pay online, click the hyperlink on the application form: ‘*Online Application Payment.*’ You will need your **CampID** number, which should be entered under the ‘Pertinent Number’ box on the online payment page.
 - When payment is complete, type your payment confirmation number in the ‘Payment Confirmation Number’ box on the application.
 - **Online Payment is preferred and will ensure your application is processed promptly and accurately.** If you must pay by paper check or money order, please add the check number to the ‘Payment Confirmation Number’ box on the application and indicate in your email submission that a check will be sent separately. Checks may be made out to ‘*NJ Department of Health*’. Submit the check with a

printed copy of your emailed application to the following address:

NJ Department of Health, Public Health & Food Protection, PO Box 369, Trenton, NJ 08625

- Overnight mail (UPS/FedEx) should be addressed:

NJ Department of Health, Public Health & Food Protection

Attn: Youth Camp Project, 135 E. State Street- 3rd Floor, Trenton, NJ 08625

SECTION: CERTIFICATION BY APPLICANT OF N.J.A.C. 8:25 Youth Camp Safety Standards

- ☐ The checkbox near the signature is your acknowledgement of the Terms and Conditions of licensure by the Department. **This box must be checked or your application will not be processed.**
- ☐ The full name, title of the responsible party (i.e. camp operator/owner), email and date must be listed in the fields following the statement of acknowledgement and responsibility.

SUBMIT YOUR APPLICATION VIA EMAIL

All applications must be completed electronically and submitted via email. You do NOT need to mail your application. If you're mailing an application because of a paper check or money order payment, you must also submit the application electronically, with the electronic form fields filled out on a computer. Scanned documents or photographs are NOT accepted.

1. When you have finished completing all electronic fields of the application, **SAVE** the file on your computer.
2. Create a new email addressed to youth.camps@doh.nj.gov
3. **Attach** the completed electronic application file that you just saved.
4. Open the attachment to confirm your form is saved with all form fields completed.
5. In the subject line of the email, type "**Youth Camp Application**" followed by your **CampID** number.
6. In the body of the email, please provide direct contact information that we may use in case there is an issue with your application.
7. Send the email. You should receive an automatic message to confirm receipt of your email.
8. Please allow 4 weeks for processing. Expedited service is not available.
9. When your license is issued, a license will be sent electronically to the email address you provide in the application. The emailed license may be printed for use and posting. Actively licensed camps are listed live on the following webpage: <https://healthapps.state.nj.us/youthcamps/camplist/a-z.aspx>

Public Health & Food Protection Program | youth.camps@doh.nj.gov | 609-826-4935 Please see our FAQ:
<https://nj.gov/health/ceohs/sanitation-safety/youthcamps.shtml>

ANNUAL ACCIDENT REPORT YOUTH CAMP SAFETY ACT INSTRUCTIONS AND CODES

INSTRUCTIONS:

*In accordance with N.J.A.C. 8:25-5.1(f), report all accidents resulting in death or serious injury. DO NOT INCLUDE minor injuries which require only first aid treatment and which do not involve professional medical treatment, loss of consciousness, restriction of activity or motion, or premature termination of the camper's stay at the camp. Complete and forward the CB-15 form within five days of the closure of the camp, or no later than **September 15**, whichever date is sooner.*

Use the following codes to complete the requested information.

If no reportable incidents occurred, submit a negative report by writing "NO REPORTABLE INCIDENTS" across the front of the CB-15 form, and complete the signature area at the bottom. Email the form to youthcamps@doh.nj.gov or mail the form to the address listed; retain a copy for your records.

REPORTING CRITERIA CODES:

- 1 - Medical Treatment by Off-site Professional Required (EMT, Ambulance, Urgent Care, Hospital)
- 2 - Camper/Staff Loss of Consciousness
- 3 - Involved Restriction of Activity or Motion
- 4 - Camper/Staff Sent Home Early
- 5 - Involved Quarantine or Isolation Restricting Camper/Staff from Camp for Several Days or Weeks

LOCATION CODES:

- 1 - General Camp Grounds
- 2 - Off Site
- 3 - Playground
- 4 - Pool/Lake/Other Body of Water
- 5 - Sporting Field/Gymnasium
- 6 - Transport To/From Camp

ACTIVITY INVOLVED CODES:

- 01 - Archery
- 02 - Baseball
- 03 - Basketball
- 04 - Bicycling
- 05 - Board Games
- 06 - Boating
- 07 - Bowling
- 08 - Campfire Making or Tending
- 09 - Commutation
- 10 - Dancing/Theater
- 11 - Dodgeball
- 12 - Football
- 13 - Go-Kart
- 14 - Gymnastics/Cheerleading
- 15 - Hiking/Walking/Running
- 16 - Hockey (Ice or Field)
- 17 - Horseback Riding
- 18 - Indoor Games
- 19 - Kickball
- 20 - Miniature Golf
- 21 - Playground Equipment
- 22 - Rope Course/Rock Climbing/Bouldering
- 23 - Skating (Roller/Ice/Skateboard)
- 24 - Soccer
- 25 - Swimming
- 26 - Tennis
- 27 - Volleyball
- 28 - Woodworking (Whittling, Woodburning)
- 29 - Wrestling/Martial Arts
- 30 - Does Not Involve Activity/Not Specified

TYPE OF ILLNESS/INJURY CODES:

- 01 - Allergic Reaction (to Bite, Sting or Medication)
- 02 - Back Injury
- 03 - Bite (Animal)
- 04 - Bite (Human)
- 05 - Bites (Insect)/Sting/Skin Rash/Poison Ivy/Ringworm
- 06 - Breathing Difficulty/Respiratory/Asthma/Hyperventilation
- 07 - Bruise/Contusion/Abrasion
- 08 - Burn
- 09 - Dental/Mouth Injury
- 10 - Ear Injury
- 11 - Excess of Heat or Sun (Heat Stroke, Exhaustion, Rash, Cramps and Sunburn)
- 12 - Eye Injury/Disease (including Conjunctivitis)
- 13 - Fainting/Seizure
- 14 - Food Poisoning
- 15 - Fracture
- 16 - General Illness Not Related to COVID (Fever, Nausea, Vomiting, Stomach Pain, Menstrual Cramps, etc.)
- 17 - Head/Neck Injury (including Concussion, Loss of Consciousness)
- 18 - Laceration/Puncture/Splinter
- 19 - Nosebleed/Nose Injury
- 20 - Sprain/Strain/Dislocation (Muscle/Ligament/Joint)
- 21 - COVID-19 Lab Confirmed
- 22 - COVID-19 Close Contact



New Jersey Department of Health
PUBLIC HEALTH AND FOOD PROTECTION PROGRAM
<https://www.nj.gov/health/ceohs/sanitation-safety/>

CURRENT RECOGNIZED
CERTIFICATIONS AND AGENCIES

Updated May 22, 2025

In this document:

PROFESSIONAL CPR

FIRST AID & CPR

POOL & LAKE LIFEGUARD

OCEAN & TIDAL WATERS

TRAINED POOL OPERATOR

POOL DIRECTOR

PRIOR TO STARTING THE COURSE, PLEASE VERIFY THE NAME OF THE CERTIFICATION MATCHES THE NAME ON THIS LIST



Professional level CPR is required for all **HEALTH DIRECTORS** at youth camps.

Professional level CPR is required for at least one individual at all public recreational bathing facilities.

Only blended CPR courses (online courses with an instructor evaluated skills test) are recognized. Online courses without an instructor evaluated skill test are not recognized.

This list may not include the most recent changes made by the individual certifying agencies.

American Red Cross

- Basic Life Support
- CPR/AED for the Professional Rescuer
- Pediatric Advanced Life Support (PALS)
- Advanced Life Support (ALS)
- Lifeguarding

American Heart Association

- BLS Provider (formerly BLS Healthcare Provider)
- BLS instructor-led training (100% classroom)
- HeartCode® BLS (blended course)
- HeartCode® ACLS (blended course)
- HeartCode® PALS (blended course)
- ACLS (Advanced Cardiac Life Support) Healthcare Provider
- ACLS for Experienced Providers (100% classroom)
- ACLS instructor-led training (100% classroom)
- PALS (Pediatric Advanced Life Support)
- P.E.A.R.S. (Pediatric Advanced Emergency Assessment Recognition and Stabilization)

American Safety and Health Institute

- Basic Life Support (BLS)
- ACLS (Advanced Cardiac Life Support)
- PALS (Pediatric Advanced Life Support)

Emergency Care and Safety Institute

- Basic Life Support (BLS)

EMS Safety Services

- CPR & AED for Professional Rescuer

National Safety Council

- NCS Basic Life Support for Healthcare and Professional Rescuers

American Aquatics and Safety Training (AAST)

- CPR/AED for BLS Providers
- CPR/AED for the Professionals
- CPR/AED for Lifeguards
- Lifeguard, CPR/AED, First Aid
- Lifeguard, CPR/AED, First Aid, Recertification
- Lifeguard, Waterfront, CPR/AED, First Aid
- Lifeguard, Waterfront, CPR/AED, First Aid Recertification
- Shallow pool lifeguard, CPR/AED, First Aid



PRIOR TO STARTING THE COURSE, PLEASE VERIFY THE NAME OF THE CERTIFICATION MATCHES THE NAME ON THIS LIST!



Blended first aid courses (online course with an instructor evaluated skills test) are recognized.

Online courses without an instructor evaluated skills test are not recognized.

Unless otherwise noted as Advanced Level, all certifications are considered Standard Level and are not acceptable for a Health Director at a residential camp facility.

Requirements for a health director at all RESIDENT CAMPS (N.J.A.C. 8:25-5.2 (a)):

- A physician licensed to practice medicine or osteopathy in New Jersey.
- A registered nurse or a licensed practical nurse licensed by the NJ State Board of Nursing.
- An individual who is certified in advanced first aid, as a paramedic or emergency medical technician or first responder/CIM accredited by the Department or by the American Red Cross in their First Responder training.
- An athletic trainer certified by the National Athletic Trainers' Association Board of Certification (NATABOC), with the appropriate level of training provided by the National Safety Council, or an equivalent certification approved by the Department.

"Professional level CPR," or "CPR Level C," is a certification for people who may need to respond to emergencies, such as police officers, firefighters, childcare workers, and lifeguards. It covers how to perform CPR on adults, children, and infants, and includes training on how to work with another person to provide CPR when necessary.

American Red Cross

- Adult and Pediatric First Aid/CPR/AED
- Adult and Child First Aid/CPR/AED
- Pediatric First Aid/CPR/AED
- Child First Aid/CPR/AED
- Wilderness First Aid: Standard Level
- First Aid - Responding to Emergencies: Standard
- Emergency Medical Response Advanced Level

American Heart Association

- Heartsaver® First Aid (blended and classroom)
- Heartsaver® First Aid CPR/AED (blended and classroom)
- Heartsaver® Pediatric First Aid CPR/AED (blended and classroom)

EMS Safety Services

- Basic First Aid

Wilderness Medical Associates

- Wilderness First Aid*
- Wilderness Advanced First Aid*
- Wilderness First Responder**

American Safety and Health Institute

- Basic First Aid
- Wilderness First Aid
- Wilderness First Aid Responder (Advanced Level)
- Wilderness EMT Upgrade (Advanced Level)
- CPR/AED and Basic First Aid Combination
- Pediatric CPR/AED and First Aid
- MEDIC First Aid *BasicPlus*
- MEDIC First Aid *PediatricsPlus*

Emergency Care and Safety Institute

- [Standard First Aid, CPR and AED](#)
- Wilderness First Aid
- Advanced First Aid, CPR, AED

National Safety Council

- NCS First Aid
- [NCS First Aid, CPR & AED](#)
- NCS Pediatric First Aid, CPR & AED
- NCS Advanced First Aid, CPR & AED

* Requires an additional Professional level CPR to act as a Health Director.

** Meets the requirements to be a Health Director in both day and resident camps.



Lifeguard Certifications for Swimming Pools and Lake Bathing

All of the below include recertification options.

American Aquatics and Safety Training (2-year certification)

- Lifeguard, CPR/AED, First Aid
- Lifeguard, Waterfront, CPR/AED, First Aid
- Shallow Pool Lifeguard, CPR/AED, First Aid
- Waterfront lifeguarding (must be combined with

lifeguard certification)

American Red Cross (2-year certification)

- Lifeguarding
- Shallow Water Lifeguard (7 feet and under, 6 feet and under, 5 feet and under)
- Aquatic Attraction Lifeguarding (Water Less than or equal to 3 ft)

Boy Scouts of America (3-year certification)

- BSA Lifeguard

Ellis & Associates Inc. International Lifeguard

Training Program (ILTP) (1-year certification)

- Special Facilities Lifeguard (Water parks and open waters only)
- Pool Lifeguard (Max 16' depth flat pools only)
- Shallow Water Lifeguard (Max 5' depth flat pools only) **NOTE:** All levels of ILTP include certification in Professional Level CPR, AED, Emergency Oxygen Support and First Aid

International Life Saving Program (ILS)

Certification name specifies qualification

NOTE: A current challenge test is required providing that a recognized lifeguard course was taken and

passed in the past four years or must retake a full lifeguard course

Lifeguard -Pro

- Lifeguard certification
- Waterfront
- Non-Tidal Waterfront (excluding oceans and tidal waters)

National Aquatics Safety Company (1-year certification)

- Basic Lifeguard
- Water park Deep Water ($\geq 5'$)
- Water park Shallow Water ($< 5'$)
- Open Water Lifeguard (excludes Ocean and Tidal waters)

* All levels of NASCO include certification in Professional Level CPR, AED, Emergency Oxygen Support and First Aid

Starfish Aquatics Institute (1-year certification)

- Lifeguarding

StarGuard Elite® (1-year certification)

- Pool - Waterpark - Waterfront (non-tidal) Lifeguard Training (excludes Ocean and Tidal waters)

*CPR/AED Professional Rescuer, Basic First Aid, Blood- borne Pathogens, and Emergency Oxygen certifications are issued through the American Safety & Health Institute.



PRIOR TO STARTING THE COURSE, PLEASE VERIFY THE NAME OF THE CERTIFICATION MATCHES THE NAME ON THIS LIST!

Lifeguard Certifications for Swimming Pools and Lake Bathing

Continued from Page 4

All of the below include recertification options.



[World Academy of Safety and Health \(WASH\)](#)

(1-year certification)

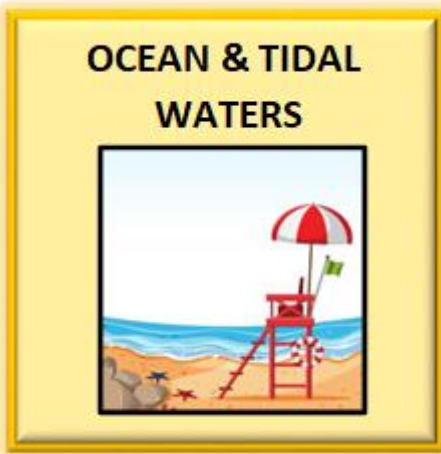
- Pool - Waterfront (non-tidal) Lifeguard Training (excludes Ocean and Tidal waters)
- Water park Deep Water ($\geq 5'$)
- Water park Shallow Water ($< 5'$)

[Young Men's Christian Association](#) (2-year certification)

- YMCA Lifeguard



PRIOR TO STARTING THE COURSE, PLEASE VERIFY THE NAME OF THE CERTIFICATION MATCHES THE NAME ON THIS LIST!



Listed below are the Agencies recognized by the Department to provide training to oceanfront and tidal waters lifeguards.

Individuals employed by these Agencies are expected to complete the Agency-specific training yearly.

[United States Lifesaving Association \(USLA\)](#)

3-year certification

[South Jersey Lifeguard Chiefs Association](#)

Annual certification

[North Shore Lifeguards Association](#)

Annual certification

[Ocean Lifesaving Association](#)

Annual certification

[NJ Certification United States Lifesaving Association](#)

Annual certification



"Trained pool operator" or "TPO" means an individual who is responsible for compliance with the requirements of Chapter IX Public Recreational Bathing Code at swimming pools, wading pools, hot tubs, spas, and aquatic recreation facilities, and is certified by an organization approved by the Department listed in Appendix A.

FAQ: What is the difference between TPO and CPO?

A: CPO is one example of Trained Pool Operator training certificates recognized by the Department. Certified Trained Pool Operator (CPO) is a proprietary name, whereas Trained Pool Operator (TPO) is a generic term.

American Swimming Pool and Spa Assn. (ASPSA)

Licensed Aquatic Facility Technician (LAFT) ————— 5-year certification

Association of Pool and Spa Professionals (APSP)

Certified Service Professional (CSP) ————— 5-year certification

Aquatics Training Institute (ATI)

Commercial Pool Technician (CPT) ————— 5-year certification

National Pool and Spa Institute (NSPI)

Professional Pool and Spa Operator (PPSO) ————— 5-year certification

National Recreation and Park Association (NRPA)

Aquatics Facilities Operator (AFO) ————— 3-year certification

National Swimming Pool Foundation (NSPF)

Certified Pool Operator (CPO) 100% Online Course ————— 5- year certification

North Shore Lifeguards Association (NSLA)

North Shore Certified Pool Operator (NSCPO) ————— 3-year certification

Young Men's Christian Association (YMCA)

Pool Operator on Location (POOL) ————— 5-year certification

Starfish Aquatics Institute

AQUATECH® Pool Operator Certification Program ————— 5-year certification

Pool & Hot Tub Professionals Association (PHTPA)

CPOSM FOR COMMERCIAL OPERATORS ————— 5-year certification

PPSOSM FOR COMMERCIAL OPERATORS ————— 5-year certification



N.J.A.C. 8:26-5.2 Swimming pool supervision

Designated adult supervisor.

A swimming pool shall be under the management of a designated adult supervisor who is knowledgeable of this chapter and who shall be responsible for all phases of the operation.

For pools larger than 2,000 square feet, the designated adult supervisor shall possess pool director training certification.

Pool Operation Management

POM Pool Director Training ————— 3-year certification

American Pool Enterprises

Garden State Pool Director Certification ————— 3-year certification

American Red Cross

Lifeguard Management ————— 2-year certification

Making Waves Swim School

New Jersey Pool Director ————— 3-year certification

Ellis & Associates

Vanguard Aquatics Leadership Training Course ————— 2-year certification

StarGuard Elite

ELITE Supervisor -pool director ————— 2-year certification

APPENDIX E

HEALTH CENTER SUPPLIES

Description of Required Items	Quantities Required		
	<40 Campers	40-90 Campers	>90 Campers
Adhesive Compress Strips (band aid type)	25	50	100
Sterile Gauze Dressings (sponge 2"x2")	10	15	25
Sterile Gauze Dressings (sponge 2"x3")	10	15	25
Sterile Gauze Dressings (sponge 4"x4")	10	15	25
Sterile Gauze Roller Bandage (1" wide)	4	8	15
Sterile Gauze Roller Bandage (3" wide)	4	8	15
Sterile Eye Dressing Pads (box)	1	1	1
Triangle Bandages	2	4	6
Waterproof Tape (1"x 5 yards)	1	1	1
Bandage Scissors	1	1	1
Tweezers	1	1	1
Blanket	1	1	1
Instant Cold Pack	5	5	5
Disposable Protective Face Shield	1	1	1
Disposable Protective Gown	2	4	6
Disposable Gloves (box)	1	1	1
Pocket Resuscitation Mask	2	4	6
Liquid Hand Soap or Hand Sanitizer	1	1	1
First Aid Treatment Policies and Procedures	1	1	1