CAMP LICENSING STUDY REPORT

Michigan Department of Licensing and Regulatory Affairs

PROGRAM License Number	PROGRAM (CAMP) NAME		Inspection D	ate		
AC090200545	Camp Fishtales		6/14/2022			
PROGRAM Licensee Mailing address City			City		State	Zip
2177 E. Erickson Rd.				ng	MI	48650
SITE License Number	SITE NAME	OWNER/OPERATO	DR		Yes	No
SR090200322	Camp Fishtales Is the PROGRAM Licensee the			SITE License?	\boxtimes	
SITE ADDRESS		-	City		State	Zip
2177 E. Erickson Rd.			Pinconni	ng	MI	48650
PROGRAM/SITE Affiliated Person with whom the LSR findings were shared.	Comprehensive Clearance on	File (MCL 722.115c	;)	E-MAIL		
Shannon Forshee	⊠ Yes □ No			director@campfis	htales.d	org

GENERAL PROVISIONS (PART 1)

	,			
		Compliant	Non-Compliant	Not Applicable
R	400.11105 Variance from rules; Parts 1,2,3, and 4			
	A variance from an administrative rule including any conditions under which the variance was granted, is in effect and followed			
R	400.11107 Written policies, procedures, program statements, or plans; review.			
	All camp's policies, procedures, program statements, or plans are available for review by the public. Inquiries are handled in a prompt and responsive manner.	×		
P	400.11109 Staff.	Ι		l .
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	(1) The camp director is on duty or is in residence at the camp and is responsible for day-to-day administration and assuring the care, safety, and protection of campers	⊠		
			ı	
	(2) The camp director shall meet all the following requirements	⊠		
	 ✓ 4 weeks administrative experience in an organized camp ✓ Familiar with administrative rules 			
	Gamp			
	(3) A camp shall notify the department within 30 days of employing a new camp director			⊠
	(4) A substitute camp director meets requirements of subpart (2) of this rule			
	() ,			_
	(5) A roster of all current staff members is maintained			
	(6) Staff members are evaluated in relation to duties assigned			
	(-,			
	(7) Personnel records include all the required information:	⊠		
	(Sample size: minimum 5 for a camp staff less than 50 and minimum of 10 for a camp staff of 50 or more, if camp staff is less than 5 then all staff files must be reviewed)	Staff Size:		
	□ Name □ Position Documentation □ Work History	Reviewed:		
L	□ References (3) □ Conviction Record □ Central Registry			
	(8) Written job descriptions, which include all the required information, exist for each staff classification			
	covered, and staff members have received a copy of their job description.			
	(9) A written pre-camp training program exists, and training time conforms to the camp's operation.			
	(9) A written pre-camp training program exists, and training time comorns to the camp's operation.			
	(10) The content is outlined in writing and includes			
	☐ Camp philosophy, chiectives and policies ☐ Developmental needs and population		_	
	□ Operating procedures related to staff member duties □ Techniques of camper supervision			
	☐ Camper behavior management			
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	(11) An in-service training program exists	×		
R	400.11111 Number of staff.			
· `				_
	(1) The licensee adheres to a written staffing schedule			
	(2) The ratio of adult staff members to campers is met and at least 2 adult staff members are on duty and in camp.			
	Below 13 or Older Handicapped			
	☐ Awake = 1 for 10 ☐ 1 for 14 ☐ Awake = 1 for 3			
	☐ Sleep = 1 for 14 ☐ Sleep = 1 for 6			
	(3) The camp director is not included in determining the staff member camper ratio and does not serve full-			
	time as the health officer or as the aquatics supervisor, in camps over 50 campers			Ш
R	400.11113 Behavior Management. [Does not apply to site licenses-R400.111106(2)]	I		
١,	TTTO Deflation management. [Does not apply to site incenses-14-00.111100(2)]			
	(1) The licensee has and follows a written camper behavior management policy			
	(2) Policy includes methods for the positive behavior management policy			
	(O) The mall and a state of the			
	(3) The policy covers all required topics			
	Camper shall not be deprived of:			
	Subjected to:			
	□ Corporal Punishment □ Excessive Physical Exercise □ Excessive Restraint			
	(4) A copy of the policy is furnished to all staff members			
	(1) 11 sapy of the parity to the market of the same markets			
Р	400.11115 Protection laws	I		
<u>ا</u>	400.11113 Flotection laws			
	The licensee has implemented a written plan to assure compliance with the child protection law and the			
	adult protection law. The plan includes reporting responsibilities, confidentiality, and separation of alleged perpetrator from campers for as long as necessary to protect the safety and welfare of the campers.			
	perpetation from earnpers for as long as necessary to protect the safety and world's of the earnpers.			
		T		
R	400.11117 Camper Records			
	(1) A current roster of all campers is maintained			П
	(1) / 1 san san rester of an earnipere to maintained			
	(2) Records for each camper are kept at the camp and include all the following information:			
	☐ Camper Name, Age, Address, ☐ Authorized Person, Name, Address,			
	☐ Camper Name, Age, Address ☐ AdditionZed Person, Name, Address, Phone			
	☐ Arrival/Departure Dates ☐ Special Needs, Limitations, adaptations			
	(2) A written plan for release of compare has been established and includes all of the required information			
	(3) A written plan for release of campers has been established and includes all of the required information			
R	400.11119 Health service policy. [Does not apply to site licenses-R400.11106(2)]			
		_	_	_
	(1) The licensee has and follows an appropriate written health service policy			
	(2) The health service policy has been established in consultation with and review annually by a licensed			
-	physician P. F. Lucius 1977/02			
Ēr	mergency Dr. Erick Kickland 2/7/22	_		_
	(3) The health service policy covers all of the required content			
1				
	 ☑ Emergency Services/Transportation ☑ First Aide and Health Care Supplies ☑ Storage/Administration Medications 			

	□ Parent Notification			
R	400.11121 Health care staff: day camp [Does not apply to site licenses-R400.111106(2)]			
	(1) In a day camp with less than 20% campers with disabilities, the camp has an agreement with the local emergency service provider or an EMT or A health officer is on duty or properly licensed or certified.			
	emergency service provider of an EWT of A health officer is on duty of properly licensed of certified.	<u> </u>		
	(2) In a camp where 20% of the camper population are campers with disabilities, the health officer is on duty and properly licensed or certified			
	(3) The health officer holds out-of-state license			
R	400.11122 Health care staff: residential; troop; travel camp			
	(1) The health officer has current CPR certification			
				_
	(2) A health officer is on duty or in residence at the camp			
	(3) The health officer is on duty and properly licensed or certified			Π
	(3) The health officer is on duty and properly licensed of certified			
	(4) The health officer holds out-of-state license			
_	400.11123 Health facilities.	Ī	Ī	Ī
K				_
	(1) A resident camp and a day camp shall have a designated area to serve as a health center			
	(2) The temporary isolation of any person in camp who is suspected of having a contagious disease is provided. The place of isolation ensures privacy and quiet and is not located in or directly adjacent to food areas.			
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	(3) Locked storage of all drugs and medication is provided			
R	400.11125 Health requirements for staff.			
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	(8) A permanent medical record which lists all required information, is maintained	×		
	☐ Treatment Date ☐ Name ☐ Ailment ☐ Treatment ☐ Treater			
	(9) A written report is submitted in the event of the death of a camper or when a camper accident or illness results in an overnight stay in a hospital. A camp shall submit the report within 48 hours of the death, injury, or illness. (Upon review of the medical record, all applicable reportable incidents were reported to the department and all incident reports since last onsite were reviewed as part of this inspection).	×		
_	400 44404 Nutrition and Soud coming	<u> </u>	1	<u> </u>
K	400.11131 Nutrition and food service.	N2		
	(1) The licensee has and follows an appropriate written policy for the nutrition and food service program The policy covers all of the required subjects			Ш
	(2) At least 3 meals are served each day in a resident or travel camp			
	(3) Meals are sufficient in quantity and meet or exceed current nutritional guidelines	⊠		
	(4) Special dietary needs are provided for in accordance with instruction from the camper's authorized person or a physician	⊠		
	(5) Fach would array in a sixting day file and the country of	5		
	(5) Each week's menu is maintained on file until the end of the camp season			
R	400.11133 High adventure activities (See R400.11403 for findings)			
R	400.11143 Transportation policy statement; vehicles and drivers; hayrides; watercraft.			
	(1) The licensee has established and follows written policies for program and emergency transportation The policies include all of the required content			
	Driver Qualifications □ Vehicle Inspection □ Supervision			
	☐ Emergency Evacuation ☐ Loading/Unloading			
	(2) The driver of any vehicle transporting campers is an adult and possesses a properly classified and valid			
	license			
	(O) Valida and forth at the standard of the st			
	(3) Vehicles used for the transportation of campers are appropriately licensed and inspected			
	(4) The driver and all passengers are properly restrained by the use of passenger safety belts			×
	(5) Campers are transported only in vehicles designed for passenger transportation			
	(F) (a) (b) (a) The harmonic model for heavily is a second for the			
	(5) (a),(b),(c) The hay wagon used for hayrides is properly outfitted (marked/lighted, sideboards) and utilized (adult staff riding and supervising campers, campers keeping hands/feet inside the perimeter of the hay wagon)			⊠
	nay wagon,			
	(6) A vehicle is available at all times in a resident camp or a day camp for emergency use		П	
	(1) In the second secon			
	(7) Watercraft used to transport campers to and from campsite shall have a rated capacity			
P	400.11145 Traveling groups. [Does not apply to site licenses-R400.11106(2)]			
K		_		
	(1) 2 staff members, at least one adult, accompany any group			
	(2) A travel plan with itinerary and pre-established check-in times is on file at the resident camp for a group			
	of campers traveling away from the resident camp			
				I
	(3) A staff member has training, and certification based on availability of emergency medical services			⊠

R 400.11146 Travel and troop camps. [Does not apply to site licenses-R400.11106(2)] (1) A travel plan that includes the itinerary and pre-established check-in times is left with a designated home								
(1) A travel plan that includes the base person	home		⊠					
(2) A copy of the itinerary and the	to the							
department and to each can		ambor of the fields base percent to provided	to the					
(3) A pre-established emergence	y assistance plan is initiat	ted upon the failure of a travel camp to meet	a					
check-in time								
R 400.11147 Reporting changes or cancellations to department.								
A change or cancellation is repo	orted by the licensee to th	e department			⊠			
R 400.11149 Site; emergency pr	ocedures; plans; use of	facilities; equipment; fire drills.						
(1) The site and facilities of the	camp do not present a fire	e, health or safety hazard						
		, 						
(2) Written procedures for respo	onse to potential emergen	cies and disasters have been established						
(3) The camp uses a campsite a	and facilities which compl	y with these administrative rules						
(4) Equipment used in the camp	o is in good repair and is s	afe for campers						
	conducted for each new g	roup of campers and written record maintain	ed for					
the season.								
		FIRE SAFETY (PART 2)						
R 400.11201 Applicability		FIRE SAFETY (PART 2)	Compliant	Non-Compliant	Not Applicable			
			Compliant ⊠	Non-Compliant	Applicable			
QFI Inspection Date: 6/3/2022 (Completed within two-year period)	Rating: A	FIRE SAFETY (PART 2) QFI Name: Linda Schluchter	Compliant ⊠	Non-Compliant				
QFI Inspection Date: 6/3/2022 (Completed within two-year period) R 400.11227 Occurrence of fire. (Upon review, all applicable reporta	Rating: A	QFI Name: Linda Schluchter	•		Applicable			
QFI Inspection Date: 6/3/2022 (Completed within two-year period) R 400.11227 Occurrence of fire.	Rating: A	QFI Name: Linda Schluchter	 ⊠		Applicable			
QFI Inspection Date: 6/3/2022 (Completed within two-year period) R 400.11227 Occurrence of fire. (Upon review, all applicable reporta	Rating: A able fire incidents were report of this inspection	QFI Name: Linda Schluchter ported to the department and all incident tion).			Applicable			
QFI Inspection Date: 6/3/2022 (Completed within two-year period) R 400.11227 Occurrence of fire. (Upon review, all applicable reporta reports since last onsite were review	Rating: A able fire incidents were replayed as part of this inspec	QFI Name: Linda Schluchter			Applicable			
QFI Inspection Date: 6/3/2022 (Completed within two-year period) R 400.11227 Occurrence of fire. (Upon review, all applicable reporta	Rating: A able fire incidents were replayed as part of this inspec	QFI Name: Linda Schluchter ported to the department and all incident tion).			Applicable			
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QFI Inspection Date: 6/3/2022 (Completed within two-year period) R 400.11227 Occurrence of fire. (Upon review, all applicable reports reports since last onsite were review R 400.11302 Applicability	Rating: A able fire incidents were report of this inspective as part of this inspection. ENVIRONMEN	QFI Name: Linda Schluchter ported to the department and all incident tion).		Non-Compliant	Applicable Not Applicable			
QFI Inspection Date: 6/3/2022 (Completed within two-year period) R 400.11227 Occurrence of fire. (Upon review, all applicable reports reports since last onsite were review R 400.11302 Applicability EHI Inspection Date: 4/29/2022	Rating: A able fire incidents were reported as part of this inspection. ENVIRONMEN Rating: A	QFI Name: Linda Schluchter ported to the department and all incident tion). TAL HEALTH AND SAFETY	(PART 3) Compliant	Non-Compliant	Applicable Not Applicable			
QFI Inspection Date: 6/3/2022 (Completed within two-year period) R 400.11227 Occurrence of fire. (Upon review, all applicable reports reports since last onsite were review R 400.11302 Applicability EHI Inspection Date: 4/29/2022	Rating: A able fire incidents were reported as part of this inspection. ENVIRONMEN Rating: A	QFI Name: Linda Schluchter ported to the department and all incident tion).	(PART 3) Compliant	Non-Compliant	Applicable Not Applicable			
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(2) Develop and assure ac (a) Activity leader traini (b) Specific staff-to-car (c) Classification and li (d) Arrangement, main (e) Appropriate equipm (f) Safety precautions	ing and experienc mper ratio appropr mitations for camp tenance, and insp nent and inspectio	e qualifications riate to the activity per participation ection of the active n and maintenance	ity area e	•			
(3) Conducted by an adult	activity leader wh	o has training or e		nducting the activity	1	1	
	Compliant	Non-compliant	Not Applicable		Compliant	Non-Compliant	Not Applicable
Boating				Archery			
Sailing			\boxtimes	Riflery			\boxtimes
Canoeing				Cycling			
Swimming				Hiking/Backpacking			
Wading			⊠	Obstacle Course (Low)			\boxtimes
Water-Skiing	□		⊠	Rappelling/Climbing			
Waterslide				High Ropes Course			
Go Carts	l H			Zipline			
Travel Groups				Horseback Riding			⊠ ⊠
Gymnastics Other:				Other:			
Other:	l H			(Consider winter sports)	, ц		
Findings:				(Consider winter sports)			
R 400.11403 Applicabili	ty (R400 11133)						
1	• '						
(1) Campsite licensee	complies with the	high adventure ru	iles for each hig	h adventure activity			
(2) Camp program lice		nsed site, complie	s with the high a	adventure rules for			\boxtimes
each high adventur	re activity						ES
R 400.11405 Certified A	quatic Superviso	or.					
(1) The equation our en	ionria an adult n	ranarly trained an	d cortified record	ancible for the			
(1) The aquatic superventors enforcement of safe							П
during all aquatic a		edules governing	all aqualic activi	ity, and be present			ш
Ava Christensen 5/28							
(2) The number of aqua		eeded for an agus	atic activity shall	he 1 certified aquatic			
				onal certified aquatic	lacktriangle		
supervisor is requir			,	·	_		
(3) Camps using MDE	Q licensed public	swimming pools s	hall verify the po	ool is currently licensed			
and in compliance	with MDEQ stand	ards for lifeguards	s. The camp is re	esponsible for complying			
with R400.11111(n	number of stall) to equards by MDEC	ensure adequate	supervision of ca	for aquatic supervisors			Ш
in subrule (2).	cguards by MDEG	k, the camp tollow	3 the standards	ioi aquatic supervisors			
(2)							
(4) Certified aquatic supervisor is appropriate certified as specified in the high adventure							
statement for each	aquatic activity an	nd standards adop	ted by reference	R400.11103.			
	1	·	,			•	
(5) The aquatics staff is	s not engaged in a	any activity that dis	stracts them fron	n their duties	×		
. ,		•					<u> </u>
R 400.11407 Aquatic ob	servers.						
(1) Aquatic observer ha	as received trainin	g in all required o	ontent		lacktriangle		
					<u>—</u>	_	
(2) The requirement is	met for number of	f aquatic observer	s needed for ear	ch aquatic activity			
(Z) The requirement is	The for Hamber of			on aquatio detivity			
(0) 0	0.11				Ī	1	
(3) Camps using MDE			ne requirement t	or number of aquatic			
observers needed	ioi each aquatic a	CUVILY					
(4) The equation stoff is	o not ongogod in a	any activity that di	atracta tham from	n their duties			
(4) The aquatics staff is	s not engaged in a		ouacio liielli IION	II IIICII UUIIES			
R 400.11409 Swimming	area; lifesaving	equipment.					
(1) A f	Laurinan	nadiate	and	mara hava bass			
(1) Areas for advanced	i swimmers, intern	nediate swimmers	s, and non-swimr	mers nave been			
clearly delineated							
(2) Lifecoving agrees	ent is provided for	oach parmanant -	wimming cros !	s immediately available			
in case of emergency,				s initioulately available			
		Reaching Devic		Throwing Device			
☐ Backboard &		First Aid Kit		Rescue Tube			
	2.1up0	, i not / no thit					
(3) Lifesaving equipme	ent is provided for	all non-ewimming	aquatic activities	s at temporary			
swimming site, is imme	ediately available i	n case of emerge	ncv. and at minir	mum includes all			\boxtimes
required items.	,		,, a		_		
□ Signal device		Throwing device	e 🗆	First aid kit			
R 400.11411 Aquatic pro	ocedures.						

(1) Each camper is classified according to their aquatic ability						
(2) The licensee does not permit a camper to participate in an aquatic activity requiring higher skills than the camper's swimming classification	×					
(3) A method for supervising campers involved in an aquatic activity is enforced, including procedures for check-in, check-out, and the periodic accounting of each camper at least once every 10 minutes.	×					
(4) A written aquatic emergency plan has been established, is followed, and covers all required content. ☑ Procedures/drills ☑ Accountability ☑ Evacuation ☐ Service notification	×					
(5) The aquatic supervisor ensures that the ratio of 1 aquatic observer for every 10 campers is maintained at sites other than a permanent camp waterfront, accounting system is used, and account of campers completed at least once every 5 minutes.	×					
(6) Swimming is conducted only during daylight hours ☐ Camp has lighted pool			×			
(7) Headfirst diving areas are designated, and the water is not less than 5 feet deep			⊠			
(8) Diving meets minimum requirements ☐ Height from water ☐ Water depth ☐ Clearance distance			⊠			
R 400.11413 Watercraft and waterskiing. (1) Watercraft activities are conducted only during daylight hours	×					
(2) The camp ensures that an occupant of a watercraft wears an appropriately sized, coast guard approved, personal flotation device.	×					
(3) A sized Coast Guard approved personal flotation device approved for water skiing is worn by any water-skier or other towed activity participant.	×					
(4) Non-swimmers are not permitted in a sailboat unless accompanied by an adult swimmer	×					
(5) The aquatic supervisor or an adult aquatic observer has immediate access to an emergency watercraft, appropriate for size and capacity to provide emergency assistance appropriate to the size and conditions of the body of water.	×					
(6) The watercraft docking area is not in a swimming area						
AREAS OF NON-COMPLIANCE/CORRECTIVE AC	TION PLAN					
Areas of non-compliance notated on this report, require a corrective action plan (CAP). Items of non-compliance requiring a written corrective action plan are noted within the report.						
The written corrective action plan is due 15 days from the date this inspection repor	t was sent and n	nust include th	e following:			
 How compliance with each rule will be achieved. Identification of who is directly responsible for implementing the corrective action for each violation. Specific time frames for each violation as to when the correction will be completed or implemented. How continuing compliance will be maintained once compliance is achieved. The signature of the responsible designee and a date. 						

RECOMMENDATION

If you fail to submit an acceptable corrective action plan, disciplinary action may result.

Additional Comments:

RENEWAL INSPECTION		INTERIM INSPECTION					
☐ I recommend Issuance of a regular license. ☐ Contingent upon receipt of acceptable written CAP, ☐ recommend a regular license will be issued.			 ☑ I recommend the status of the license remains unchanged. ☐ Contingent upon receipt of acceptable written CAP, I recommend the status of the license remain unchanged. 				
☐ Disciplinary action is recommended. You will be notified in writing of the department's intention and your options for resolution of this matter.							
Our sulface the Oliver to the	O H H - Duint	4	Talankana Namakan	Data Daniel Cont			
Consultant's Signature	Consultant's Printe	ed name	Telephone Number	Date Report Sent			
Samuel a Tre		248-230-0876	6/14/2022				
LARA is an equal opportunity employer/program.							