

DEPARTMENT OF HUMAN SERVICES
DIVISION OF CHILD WELFARE LICENSING
CHILDREN'S AND ADULT FOSTER CARE CAMPS

(By authority conferred on the director of the Michigan Department of Human Services by sections 2, 5, 10, and 14 of 1973 PA 116 by sections 9, 10, 11, 12, and 13 of 1979 PA 218 and Executive Reorganization Orders Nos. 1996-1, 1996-2, 2003-1, and 2004-4, MCL 722.112, 722.115, 722.120, 722.124, 400.709, 400.710, 400.711, 400.712, 400.713, 330.3101, 445.2001, 445.2011, and 400.226)

PART 1. GENERAL PROVISIONS

R 400.11101 Definitions.

Rule 101. (1) As used in parts 1, 2, 3, or 4 of these rules:

(a) "Act 116" means 1973 PA 116.

(b) "Act 218" means 1979 PA 218.

(c) "Adult" means both of the following:

(i) A person who is 18 years of age or older.

(ii) A person who is placed in an adult foster care family home or an adult foster care home pursuant to section 5(6) or (8) of 1973 PA 116, MCL 722.115.

(d) "Authorized person," means a parent, guardian, or adult camper's designee.

(e) "Camp" means a camp as defined in section 1 of Act 116, and section 3 of Act 218.

(f) "Camper" means a minor child who receives care and supervision, and an adult who is aged, emotionally disturbed, developmentally disabled, or physically handicapped and who requires supervision on an ongoing basis.

(g) "Camper with disabilities" means a camper who requires assistance in managing daily living, movement, or behavior to assure his or her safety and well-being.

(h) "Campsite" means an outdoor setting that has natural or man-made features available for outdoor living or activities and is located where a camp is operated.

(i) "Day camp" means a camp that provides care more than 4 but less than 24 hours a day.

(j) "Department" means the department of human services.

(k) "Excessive restraint" means restricting movement beyond that which is necessary to assist a camper to regain control or that is necessary to protect the camper from injuring himself or herself or others. Restraint, when used, shall be the least amount of force necessary over the shortest period of time necessary.

(l) "Facilities" means the structures, furnishings, and installations provided on a campsite for living and program purposes.

(m) "Natural environment" means an out-of-doors setting where a camp program is run at least 51% of the time.

(n) "Residential camp" means a camp that provides care on a 24-hour basis at a regulated campsite.

(o) "Staff member" means either a paid employee or a volunteer who has responsibility for the direct care or supervision of campers or who has unsupervised contact with campers.

(p) "Travel camp" means a camp that provides care on a 24-hour basis that is not stationed at a specific campsite.

(q) "Troop camp" means a camp sponsored by the Boy Scouts of America or the Girl Scouts of the USA that provides care on a 24-hour basis and is not stationed at a specific campsite.

(r) "Watercraft" means any of the following:

(i) An inner tube.

(ii) A canoe.

(iii) A rowboat.

(iv) A kayak.

(v) A raft that is not permanently anchored.

(vi) A paddleboat.

(vii) A sailboat.

(viii) A sailboard.

(ix) A personal watercraft.

(x) A power boat.

(xi) A pontoon boat.

(xii) Any other craft used for activity by campers on water.

(2) Terms defined in Act 116 and Act 218 have the same meaning when used in these rules.

History: 1984 AACCS; 1989 AACCS; 1994 AACCS; 1998-2000 AACCS; 2009 AACCS.

R 400.11102 Deemed status.

Rule 102. (1) The department may accept, for the purpose of determining compliance with this part, except for R 400.11109(4), (7), and (8), R 400.11122, R 400.11147, R 400.11149, R 400.11401(1), and R 400.11405, evidence that the camp is currently accredited by a nationally recognized accrediting body.

(2) A camp shall request deemed status on an annual basis. Both of the following apply:

(a) If accreditation is accepted, a camp shall submit to the department a copy of the most recent accreditation report within 60 days of receipt.

(b) A camp shall only be eligible for deemed status if the license is on a regular status.

(3) The acceptance of accreditation in subrule (1) of this rule does not prohibit the department from conducting on-site investigations or requiring environmental health and fire safety inspections at intervals determined by the department.

History: 1998-2000 AACCS; 2009 AACCS.

R 400.11103 Adoption of standards by reference.

Rule 103. The department adopts by reference in these rules the standards in this rule. The standards referenced in subrules (1) and (2) of this rule are available from the American Red Cross, 2025 E Street NW, Washington, DC 20006, www.shopstaywell.com the National Outdoor Leadership School, 284 Lincoln Street, Lander WY 82520-2848 or The U.S. Department of Health and Human Services/U.S. Department of Agriculture, www.healthierus.gov/dietaryguidelines at the costs specified. The standards referenced in this rule are also available for inspection, and distribution to the public at cost, from the Bureau of Children and Adult Licensing, Department of Human Services, P.O. Box 30650, Lansing, Michigan 48909. The costs indicated are those in effect at the time these rules were promulgated.

(1) The American Red Cross standards adopted are as follows:

(a) Manual no. 656137 entitled "Responding to Emergencies - Instructors Manual," 2005, \$27.99.

(b) Manual no. 652161 entitled "Red Cross CPR/AED for the Professional Rescuers - Instructor's Manual," 2006, \$23.99.

(c) Manual no 655730 entitled "Lifeguard Instructor's Manual with CD_ROM," 2006, \$33.00.

(d) Manual no. 654171 entitled "Basic Water Rescue and Small Craft Safety - Instructor's Manual," 1997 - \$5.50. (Available from ARC St. Louis Chapter, St. Louis, MO. (314)516-2800)

(e) Manual no. 651301 entitled "American Red Cross Water Safety Instructor's Manual," 2004, \$21.95.

(f) Pamphlet no 655107 entitled "Bloodborne Pathogens Training - Preventing Disease Transmission," 2005, \$48.00 for 25.

(2) The National Outdoor Leadership School Standards are as follows:

(a) Manual no. 16175 entitled "Wilderness First Responder's Textbook," 2005, \$29.95.

(b) Manual no. 16378 entitled "Wilderness First Aid," 2005, \$14.95.

(3) The U.S. Department of Health and Human Services/U.S. Department of Agriculture standard is Dietary Guidelines for Americans 2005, available online at www.healthierus.gov/dietaryguidelines.

History: 1984 AACCS; 1989 AACCS; 1994 AACCS; 1998-2000 AACCS; 2009 AACCS.

R 400.11105 Variance from rules; parts 1, 2, 3, and 4.

Rule 105. (1) Upon the written request of an applicant or licensee, the department's licensing authority may grant a variance from an administrative rule if the alternative proposed provides clear and convincing evidence that the health, welfare, and safety of campers is protected.

(2) The decision of the department's licensing authority to grant or deny a variance shall be entered upon the records of the department's licensing authority and a signed copy shall be sent to the applicant or licensee. A variance may remain in effect for as long as the licensee continues to comply with the conditions of the variance or may be time limited.

History: 1984 AACCS; 1989 AACCS; 2009 AACCS.

R 400.11106 Applicability.

Rule 106. (1) This part applies to all adult foster care camps and to children's camps as follows:

(a) A day camp that operates more than 4 hours but less than 24 hours per day for 5 or more days in any 14-day period.

(b) A residential, travel, or troop camp that operates for more than 12 hours per day for 5 or more days, including at least 1 overnight, in any 14-day period.

(c) A camp begins operating when the camp assumes responsibility for the campers.

(2) R 400.111113, R 400.11119, R 400.11121, R 400.11121, R 400.11127, R 400.11145, and R 400.11146 do not apply to site licenses.

History: 1998-2000 AACCS; 2009 AACCS.

R 400.11107 Written policies, procedures, program statements, or plans; review.

Rule 107. All written policies, procedures, program statements, or plans required by these administrative rules shall be available for review by the public. Inquiries from a parent or guardian of a camper shall be handled by the licensee in a prompt and responsive manner.

History: 1984 AACCS; 2009 AACCS.

R 400.11109 Staff.

Rule 109. (1) A camp shall have a camp director who is on duty or in residence at the campsite and who is responsible for the day-to-day administration of the camp and for assuring the care, safety, and protection of campers.

(2) A camp director shall meet all of the following requirements:

(a) Be not less than 21 years of age.

(b) Have a minimum of 8 weeks of cumulative full-time experience working with a population similar to that which the camp serves.

(c) Have a minimum of 4 weeks of full-time administrative experience in an organized camp or similar program.

(d) A camp director shall be familiar with these administrative rules.

(3) A camp shall notify the department within 30 days of employing a new camp director.

(4) If the camp director is away from the operation for more than 12 hours, the person who is left in charge shall meet all of the requirements specified in subrule (2) of this rule.

(5) A camp shall maintain a roster of all current staff members.

(6) Before assignment, a camp shall evaluate all of the following characteristics for each staff member in relation to the duties to be assigned:

- (a) Character.
- (b) Emotional stability.
- (c) Health.
- (d) Ability.
- (e) Experience.
- (f) Education.

(7) A camp shall maintain a personnel record, collected before initial assignment, for each staff member, except medical professionals whose employing organization subcontracts with the camp to provide medical services and that already requires clearances and maintains a personnel file containing all required documentation and that may be reviewed at the employer's site. The record shall include all of the following information:

(a) Name.

(b) Documentation of compliance where the position occupied has experience or education requirements specified by an administrative rule.

(c) Prior work history, including camp experience.

(d) Three statements of positive reference that are obtained before staff assignment and that are from persons unrelated to the staff member.

(e) A record of any criminal convictions other than minor traffic violations, including at least 1 of the following:

(i) Documentation from the Michigan State Police or the equivalent law enforcement agency from the state, Canadian province, or other country where the person usually resides.

(ii) Documentation from an entity accessing either Michigan State Police records or equivalent law enforcement agency records in the state, Canadian province, or other country where the person usually resides.

(iii) International staff clearances provided by recognized international programs such as International Camp Counselor Program, Camp America, Camp Counselors USA, Camp USA, Summer Camp USA, or approved equivalent shall be determined to meet the requirement of subdivisions e(i) or (ii) or (f) of this subrule.

(iv) If the employee has criminal convictions, the licensee or designee shall complete a written evaluation of the convictions that addresses the nature of the conviction, the length of time since the conviction, and the relationship of the conviction to the regulated activity to determine whether the prospective employee complies with subrule (6) of this rule.

(f) Documentation from the Michigan Department of Human Services, the equivalent state or Canadian provincial agency, or equivalent agency in the country where the person usually resides, that any staff person age 21 or over has not been determined to be a perpetrator of child abuse or child neglect.

(8) A camp shall have a written job description for each staff classification covered by these rules. The job description shall contain all of the following information:

- (a) Duties.
- (b) Qualifications.
- (c) Education and training requirements.

(d) Lines of authority.

A camp shall provide each staff member with a copy of the job description for the position the staff member fills.

(9) A camp shall establish and provide a pre-camp training program for staff members. A camp shall ensure that the overall training time, including pre-camp training, shall be not less than 3 hours for each week a person works for the first 10 weeks of the camp's operation.

(10) A camp shall ensure that the program content for the pre-camp training is in writing and includes all of the following information:

(a) The camp's philosophy, objectives, policies, and operating procedures.

(b) Procedures and requirements of these rules related to each staff member's duties.

(c) Camper behavior management.

(d) Developmental needs of the population that is served.

(e) Acceptable techniques of camper supervision.

(11) A camp shall establish and provide an in-service training program for staff members. A camp shall maintain a written record of the training content, dates, and times.

History: 1984 AACCS; 1989 AACCS; 1994 AACCS; 1998-2000 AACCS; 2009 AACCS.

R 400.11111 Number of staff.

Rule 111. (1) A camp shall develop and follow a written staffing ratio plan for the camper population served. A camp shall ensure that the ratio is not less than as specified in subrule (2) of this rule.

(2) A camp shall ensure that the ratio of adult staff members to campers at any one time is as follows:

(a) For campers below the age of 13, during their awake hours there shall be 1 adult staff member for every 10 campers or a fraction thereof beyond the first 10.

(b) For campers below the age of 13, during their sleeping hours there shall be 1 adult staff member for every 14 campers or a fraction thereof beyond the first 14.

(c) For campers 13 years of age or older, there shall be 1 adult staff member for every 14 campers or a fraction thereof beyond the first 14.

(d) For campers with disabilities, during their awake hours there shall be 1 adult staff member for every 3 campers or a fraction thereof beyond the first 3.

(e) For campers with disabilities, during their sleeping hours there shall be 1 adult staff member for every 6 campers or a fraction thereof beyond the first 6.

(f) The minimum number of staff on duty and in camp is 2 adult staff members.

(3) In a camp that has more than 50 campers, the camp director shall not be included in determining the staff member-camper ratio and shall not serve full-time as the health officer or as an aquatics supervisor.

History: 1984 AACCS; 1989 AACCS; 1998-2000 AACCS; 2009 AACCS.

R 400.11113 Behavior management.

Rule 113. (1) A camp shall have and follow a written camper behavior management policy.

(2) A camp shall include in the policy, methods for the positive behavior management of campers.

(3) A camp shall include in the policy a statement that a camper shall not be deprived of food or sleep; shall not be placed alone without staff supervision, observation, and interaction; or shall not be subjected to hazing, ridicule, threat, corporal punishment, excessive physical exercise, or excessive restraint.

(4) A camp shall furnish a copy of the policy to all staff members.

History: 1984 AACCS; 1989 AACCS; 1994 AACCS; 1998-2000 AACCS; 2009 AACCS.

R 400.11115 Child and adult protection plan.

Rule 115. (1) A camp shall develop and follow a written plan to assure compliance with 1975 PA 238, MCL 722.621 and known as the child protection law, and sections 11 to 11f and 14 of 1939 PA 280, MCL 400.11 to 400.11f and 400.14, and known as the adult protection law.

(2) The plan shall cover all of the following areas:

(a) Reporting responsibilities.

(b) Confidentiality.

(c) Separation of an alleged perpetrator from campers until the incident is resolved, until the threat is removed, or as long as necessary to protect the safety and welfare of the campers.

History: 1984 AACCS; 1989 AACCS; 1998-2000 AACCS; 2009 AACCS.

R 400.11117 Roster of campers; records.

Rule 117. (1) A camp shall maintain a current roster of all campers.

(2) A camp shall keep records for each camper at the camp when in session.

The records shall include all of the following information:

(a) The camper's name, age, and home address.

(b) The authorized person's name, address, and telephone number and where the authorized person may be reached in case of emergency.

(c) The dates of arrival and departure.

(d) For each camper, identification of any special needs, limitations, and adaptations to assist in camper participation in all aspects of camp life and activities.

(3) A camp shall develop and follow a written plan to assure that a camper is not released into the custody of another person without a written statement of permission from the authorized person. The plan shall include all of the following information:

(a) When the camper is to be released.

(b) Where the camper release is to occur.

(c) How the release will occur.

(d) To whom the camper is to be released.

History: 1984 AACCS; 1989 AACCS; 1994 AACCS; 1998-2000 AACCS; 2009 AACCS.

R 400.11119 Health service policy.

Rule 119. (1) A camp shall have and follow a written health service policy that is appropriate to the population served and the environment of the campsite.

(2) A camp shall establish the health service policy in consultation with, and reviewed annually by, a licensed physician.

(3) A camp's health service policy shall cover all of the following subjects:

(a) Procedures for camper health screening.

(b) Arrangements for on-call health care consultation services.

(c) Arrangements for emergency health care services and emergency transportation to an emergency health care facility.

(d) First aid and health care supplies.

(e) The storage and administration of prescription and nonprescription drugs and medications.

(f) Medical procedures for camper trips away from a campsite.

(g) Procedures for daily observation of each camper's physical state.

(h) Procedures for prompt and responsive notification of the camper's authorized person.

(i) Health officer staffing.

(j) Procedures for preventing disease transmission/universal precautions equivalent to the procedures in the American Red Cross manual number 655107, which is adopted by reference in R 400.11103.

History: 1984 AACCS; 1989 AACCS; 1994 AACCS; 1998-2000 AACCS; 2009 AACCS.

R 400.11121 Health care staff: day camp.

Rule 121. (1) A day camp that has less than 20% of its campers with disabilities shall have, at a minimum, an agreement for the provision of emergency medical services with the local emergency services provider or EMT that is within a 5-minute response time, or employ a health officer, as defined in R 400.11122 (1) and (3), who is on duty at the camp during all hours there are campers present.

(2) If 20% or more of the camper population are campers with disabilities, a health officer shall be on duty at the camp during all hours there are campers present and be 1 of the following:

(a) A licensed physician.

(b) A licensed physician's assistant.

(c) A licensed nurse practitioner.

(d) A registered nurse.

(e) A licensed practical nurse.

(f) A licensed emergency medical technician.

(g) A licensed medical first responder.

(h) An adult who is certified as a wilderness first responder or has met the requirements equivalent to those set forth by the National Outdoor Leadership School manual number 16175, which is adopted by reference in R 400.11103.

(3) A person who is licensed in another state or Canadian province as a physician, physician's assistant, nurse, or emergency medical technician is deemed to meet the requirements of subrule (2) of this rule.

History: 1984 AACCS; 1989 AACCS; 1994 AACCS; 1998-2000 AACCS; 2009 AACCS.

R400.11122 Health care staff; residential; troop; travel camp

Rule 122. (1) A person who serves as a camp health officer shall hold certification that is equivalent to community first aid and CPR for the professional rescuer requirements in the American Red Cross manual number 656137, which is adopted by reference in R 400.11103.

(2) A resident, troop, or travel camp shall employ a health officer who is on duty or in residence at the camp.

(3) A health officer shall be 1 of the following:

- (a) A licensed physician.
- (b) A licensed physician's assistant.
- (c) A licensed nurse practitioner.
- (d) A registered nurse.
- (e) A licensed practical nurse.
- (f) A licensed emergency medical technician.
- (g) A licensed medical first responder.

(h) An adult who is certified as a wilderness first responder or has met the requirements equivalent to those set forth by the National Outdoor Leadership School manual number 16175, which is adopted by reference in R 400.11103.

(i) If less than 20% of the camper population are campers with a disability, the health officer may be an adult who has satisfactorily completed training and certification that is equivalent to the requirements in American Red Cross manual number 656137 which is adopted by reference in R 400.11103.

(4) A person who is licensed in another state or Canadian province as a physician, physician's assistant, nurse, or emergency medical technician is deemed to meet the requirements of subrules (3) and (4) of this rule.

History: 2009 AACCS.

R 400.11123 Health facilities.

Rule 123. (1) An adult foster care camp, and a children's day and residential camp shall have a designated area to serve as a health center.

(2) A camp shall provide for the temporary isolation of any camper, staff member, or other person in camp who comes in contact with campers and who is suspected of having a contagious disease. The place of isolation shall ensure privacy and quiet and shall not be located in, or directly adjacent to, a food storage, preparation, or serving area.

(3) A camp shall hold all prescription and nonprescription drugs and medications in secure locked storage unless medically contraindicated.

History: 1984 AACCS; 1989 AACCS; 1994 AACCS; 1998-2000 AACCS; 2009 AACCS.

R 400.11125 Staff health requirement.

Rule 125. A camp shall maintain a health history statement for each staff member. A camp shall maintain and safeguard any health information received in a manner consistent with the confidentiality requirements of 1973 PA 116 for children and their families and 1979 PA 218 for adult foster care residents.

History: 1984 AACCS; 1994 AACCS; 1998-2000 AACCS; 2009 AACCS.

R 400.11127 Camper health requirements.

Rule 127. (1) A camp shall maintain, in the camp, for each camper and minor staff person, a statement signed by an authorized person that authorizes the camp to consent to emergency medical or surgical treatment of the camper or minor staff person and to routine, non-surgical medical care. If there is a religious objection to consenting to receipt of emergency medical or surgical treatment, the authorized person shall submit a written statement to the effect that the camper is in good health and that the person signing assumes the health responsibility for the camper.

(2) A camp shall maintain, in the camp, a health history statement signed by an authorized person for each camper and minor staff person. The statement shall include all of the following information:

- (a) Current prescription and nonprescription drugs and medications.
- (b) Immunization status.
- (c) Physical limitations.
- (d) Allergies.
- (e) Any special health and behavioral considerations.

(3) A camp shall maintain and safeguard any health information received in a manner consistent with the confidentiality requirements of 1973 PA 116 for children and their families and 1979 PA 218 for adult foster care residents.

(4) A camp shall maintain camper health records for 3 years from the last day the camper is in attendance.

(5) A camp shall follow any instructions provided by a camper's physician or authorized person to meet the health and behavior needs of a camper admitted to the camp.

(6) During group overnight activities outside the geographical area served by the camp's cooperating local emergency health care facility, a camp shall ensure that the emergency treatment consent form, the health history statement, and the authorized person emergency contact information for each camper shall accompany the group.

(7) A camp shall ensure that a camper is screened within the first 24 hours after the camper's initial arrival at a camp. The health screening shall include all of the following:

- (a) The checking in of prescription and nonprescription drugs and medications.
- (b) All medication must be in the original container.
- (c) A review of the health history statement.

- (d) A discussion with the camper concerning current health needs.
- (e) An observation of the camper's physical state paying particular attention to potentially contagious diseases and possible abuse.
- (8) A camp shall maintain a permanent medical record that lists all of the following information:
 - (a) Date of treatment.
 - (b) Name of camper.
 - (c) Ailment.
 - (d) Treatment prescribed or medication dispensed.
 - (e) Identification of the person providing the treatment.
- (9) A camp shall submit a written report, on forms furnished by the department, to the department if a camper dies or if a camper has an accident or illness that result in an overnight stay in a hospital or clinic or being sent home. A camp shall submit the report within 48 hours of the death, injury, or illness.

History: 1984 AACCS; 1989 AACCS; 1994 AACCS; 1998-2000 AACCS; 2009 AACCS.

R 400.11131 Nutrition and food service.

Rule 131. (1) A camp shall establish and follow a written policy for its nutrition and food service program. The policy shall relate to the population served, the activities conducted, and environmental conditions and shall cover all of the following subjects:

- (a) Meal patterns.
- (b) Meal hours.
- (c) Type of food service.
- (d) Handling of special diets.
- (2) A camp shall provide not less than 3 meals to each camper each day in an adult foster care camp and children's residential, troop and travel camp, unless medically contraindicated and documented.
- (3) A camp shall ensure that meals are sufficient in quantity and meet or exceed current nutritional guidelines as set forth by the U.S. Department of Health and Human Services/U.S. Department of Agriculture, Dietary Guidelines for Americans 2005, which is adopted by reference in R 400.11103.
- (4) A camp shall assure that a camper with special dietary needs is provided a diet and accommodations in accordance with the camper's needs and with the instructions of the camper's authorized person or a physician.
- (5) A camp shall maintain each week's menu on file until the end of the camp season.

History: 1984 AACCS; 1989 AACCS; 1994 AACCS; 1998-2000 AACCS; 2009 AACCS.

R 400.11133 High adventure activities

Rule 133. (1) Any residential or day campsite licensee that offers any high adventure activity, as defined in R 400.11401, shall comply with the high adventure rules.

(2) Any travel or troop camp licensee or any residential or day camp program licensee that offers any high adventure activity, as defined by R 400.11401, at an unlicensed site, shall comply with the high adventure rules.

History: 1984 AACS; 1989 AACS; 2009 AACS.

R 400.11135 Rescinded.

History: 1984 AACS; 1989 AACS; 1998-2000 AACS; 2009 AACS.

R 400.11137 Rescinded.

History: 1984 AACS; 1989 AACS; 1994 AACS; 1998-2000 AACS; 2009 AACS.

R 400.11139 Rescinded.

History: 1984 AACS; 1989 AACS; 1994 AACS; 1998-2000 AACS; 2009 AACS.

R 400.11141 Rescinded.

History: 1984 AACS; 1989 AACS; 1994 AACS; 1998-2000 AACS; 2009 AACS.

R 400.11143 Transportation policy statement; drivers; vehicles.

Rule 143. (1) A camp shall establish and follow written policies for program and emergency transportation. The policies shall include all of the following:

- (a) Driver qualifications.
- (b) Vehicle inspection and maintenance.
- (c) Camper supervision.
- (d) Emergency evacuation.
- (e) Camper loading and unloading procedures.

(2) A camp shall ensure that the driver of a vehicle that transports campers is an adult who possesses a valid operator or chauffeur license appropriate to the vehicle driven and the circumstances of its use.

(3) A camp shall ensure that a vehicle used for transporting campers is appropriately licensed and inspected as required by state law.

(4) In a vehicle that is required by law to be equipped with passenger safety belts, a camp shall ensure that the driver and all passengers are properly restrained by passenger safety belts while the vehicle is in motion.

(5) A camp shall ensure that a camper is transported only in the part of a vehicle that is designed by the manufacturer for passenger transportation, and the number of passengers shall not exceed the manufacturer's rated capacity for the vehicle. This

subrule does not prohibit the use of a haywagon for hayrides if the camp ensures all of the following:

(a) The haywagon is properly marked and lighted and has perimeter sideboards to reduce the risk of a camper falling off.

(b) An adult staff member rides on the haywagon and supervises the campers.

(c) Campers keep their hands and feet inside the perimeter of the haywagon while on the hayride.

(6) An adult foster care camp, children's residential camp, and a children's day camp shall have a vehicle available at all times for use in emergency situations.

(7) If a watercraft is used to transport campers to or from a campsite, then a camp shall use only a watercraft that has a rated capacity.

History: 1984 AACCS; 1989 AACCS; 1998-2000 AACCS; 2009 AACCS.

R 400.11145 Traveling groups.

Rule 145. (1) A camp shall ensure that not less than 2 staff members accompany any traveling group. A camp shall ensure that 1 of the staff members is an adult.

(2) If a group of campers travels away from an adult foster care camp or children's residential camp for more than 2 consecutive overnights, then the camp shall keep a travel plan on file at the camp. The travel plan shall include an itinerary and preestablished check-in times.

(3) A camp shall ensure that 1 of the staff members hold training and certification that is equivalent to the following requirements:

(a) When access to an emergency medical system at the final destination of the planned travel is less than 30 minutes away, certification equivalent to the requirements in the American Red Cross manual number 656137, that is adopted by reference in R400.11103.

(b) When access to an emergency medical system at the final destination of the planned travel is 30 to 60 minutes away, certification equivalent to the requirements in the American Red Cross manual number 652161, that is adopted by reference in R 400.11103.

(c) When access to an emergency medical system at the final destination of the planned travel is more than 60 minutes away, certification equivalent to the requirements in National Outdoor Leadership School manual number 16175, that is adopted by reference in R 400.11103.

History: 1984 AACCS; 1989 AACCS; 1994 AACCS; 1998-2000 AACCS; 2009 AACCS.

R 400.11146 Travel and troop camps.

Rule 146. (1) A travel or troop camp shall leave a travel plan that includes an itinerary and pre-established check-in times with a designated home base person.

(2) A travel or troop camp shall provide a copy of the itinerary and the name and telephone number of the home base person to each camper's authorized person and to the department not less than 2 weeks before the group's departure.

(3) A camp shall initiate a pre-established emergency assistance plan if a travel or troop camp fails to meet a check in time.

History: 2009 AACCS.

R 400.11147 Camp changes or cancellations; reporting to department.

Rule 147. A camp shall report a change in, or cancellation of, as applicable, any of the following to the department before the change or cancellation:

- (a) Ownership.
- (b) Location.
- (c) Dates of operation.
- (d) Time of operation.
- (e) Cancellation of a camping session.

History: 1984 AACCS; 1998-2000 AACCS; 2009 AACCS.

R 400.11149 Site safety; emergency procedures; use of facilities; equipment; fire safety orientation.

Rule 149. (1) A camp shall ensure that the site and facilities of a camp do not present a fire, health, or safety hazard.

(2) A camp shall establish written procedures for a response to potential emergencies and disasters, including fire, severe weather, and a lost camper.

(3) An adult foster care camp, children's residential camp, or children's day camp shall only use a campsite and facilities that are in compliance with these rules.

(4) A camp shall ensure that equipment used in the camp is in good repair and is safe for campers.

(5) A camp shall conduct a fire safety orientation for each new group of campers within 48 hours of arrival. The orientation shall include the sounding of the fire alarm and identification of means of egress including exit locations in any camper occupied buildings where the exits are not readily visible. A camp shall maintain for the season a written record of the orientations.

History: 1984 AACCS; 1989 AACCS; 1994 AACCS; 1998-2000 AACCS; 2009 AACCS.

R 400.11199 Rescission.

Rule 199. R 400.1001 to R 400.1068 of the Michigan Administrative Code, appearing on pages 3030 to 3043 of the 1979 Michigan Administrative Code, are rescinded.

History: 1984 AACCS.

PART 2. FIRE SAFETY

R 400.11201 Applicability.

Rule 201. (1) This part applies to buildings at campsites used by campers in adult foster care camps and children's residential camps. These rules also apply to yurts and other similar hybrid structures that are used for residential camper sleeping, as well as the platforms, exit steps and ramps used for permanent platform tents.

(2) The rules regarding the flame retardant qualities of tent materials, and the stability, construction and general safety of tents apply to any camp that uses tents, including residential, troop, or travel camps.

(3) Existing camper occupied buildings approved before these rules take effect, and which meet the fire safety requirements of the rules these supercede, shall continue to be approved until major changes, remodeling or additions are to be made to the building.

History: 1984 AACCS; 1989 AACCS; 2009 AACCS.

R 400.11203 Definitions.

Rule 203. As used in this part:

(a) "Ambulatory" means that a camper is physically and mentally capable of traversing a path to safety without the aid of another person. A path to safety includes the ascent and descent of any stairs or approved means of egress.

(b) "Approved" means acceptable to the fire-inspecting authority and in accordance with these rules. The department of human services makes the final approval based on recommendations from the fire-inspecting authority.

(c) "Basement" means that portion of a building which is below grade but which is located so that the vertical distance from the grade to the floor is greater than the vertical distance from the grade to the ceiling. However, where the ceiling of such portion of a building is located 5 feet or more above grade for more than 25% of the perimeter measurement of the building or part of the building affected, then that portion of the building is classed as a first story.

(d) "Combustible" means materials that will ignite and burn when subjected to a fire or excessive heat.

(e) "Compartmentalized construction" means a building that has been subdivided with partition walls extending to, or closer than 4 feet to, the roof peak or ceiling above. Compartments include, but are not limited to, storage rooms, custodial closets, bathrooms, walk-in closets, or other similar spaces.

(f) "Conversion" means the change in use of a building or portion of a building from a previous use to use as a camper-occupied building or portion of a building used by campers, and shall comply with the requirements for new construction.

(g) "Escape window," in a new, converted or remodeled camp building used by campers, means a window to exit through to the outside in an emergency.

(h) "Fire alarm system" means an electrical, closed circuit, self-supervised local system for sounding an alarm, the components of which are listed by a nationally recognized testing laboratory. The system is comprised of pull stations located at all designated exits from the building and audible signal devices.

(i) "Fire detection system" means a local system which has its components listed by a nationally recognized testing laboratory and which is for detecting the presence of a fire and sounding an alarm. The system is comprised of interconnected fire detection devices that have the capability of sounding the fire alarm system.

(j) "Fire-resistance rating" means the time in hours or fractions thereof that materials or their assemblies will resist fire exposure as determined by fire tests established and conducted by approved testing laboratories.

(k) "Fire resistant construction" means construction in which the structural members, including walls, columns, beams, floors, and roofs, are made of approved noncombustible or limited combustible materials smaller than required for heavy timber construction, and which are protected with fire resistance ratings not less than those set for type II (111) in National Fire Protection Association pamphlet no. 220, which is adopted by reference in R 400.11205.

(l) "Hazardous area" means those parts of a facility housing a flame producing heating plant, incinerators, fuel-fired water heater, commercial kitchens and areas where combustible materials, flammable liquids, or gases, are used or stored.

(m) "Listed" means equipment, materials, or services included in a list published by an organization that is acceptable to the bureau of fire services, and whose listing states that the equipment, material, or service meets identified standards or has been tested and found suitable for a specified purpose.

(n) "Major changes" include, but are not limited to, changes to a camper-occupied building that are primarily structural in nature, or changes in the use of buildings or parts of buildings that are occupied by campers. They do not include cosmetic changes such as painting, replacing, or repairing existing windows (other than emergency escape windows), replacing or repairing electrical or other previously existing equipment, re-roofing, or other routine maintenance.

(o) "Means of egress or exit" means an unobstructed path of travel from any point in a building to safe, open air outside at grade away from the building.

(p) "New construction" means a new structure or addition to a structure after the effective date of these rules.

(q) "Permanent platform tent" means a tent that is occupied by campers and remains in 1 location for more than 5 days on the ground or other permanent platform.

(r) "Protected wood frame construction" means construction in which exterior walls, bearing walls, and floors and roofs and their supports are wholly or partly made of wood or other approved combustible materials smaller than required for heavy timber construction, and which are protected with fire resistance ratings not less than those set for type V (111) in National Fire Protection Association pamphlet 220, which is adopted by reference in R 400.11205.

(s) "Remodeled" means changes in a building that modify existing conditions and includes renovation.

(t) "Standard partition construction" means a substantial, reasonably smoke-tight wall that consists of at least drywall or plaster on each side of 2 by 4 wood studs. The studs shall not be spaced more than 16 inches on center. Doorways in such partitions shall be protected with minimum 1 ¾-inch solid wood core doors equipped with approved self-closing devices and positive latching hardware. Existing partition walls may have studs spaced at a maximum of 24-inches on center. Glazing in required

standard partition construction, including any glass in the door(s) shall meet the requirements of "wired glass" detailed in subdivision (v) of this subrule or NFPA 80, Standard for Fire Doors and Fire Windows, 1999, National Fire Protection Association, Batterymarch Park, Quincy, Massachusetts 02269-\$35.00 or NFPA 257, Standard on Fire Test for Window and Glass Block Assemblies, 2000, National Fire Protection Association, Batterymarch Park, Quincy, Massachusetts 02269-\$27.00.

(u) "Tent" means a portable structure of flame retardant material, in accordance with National Fire Protection Association Standard 701, which is adopted by reference in R 400.11205, stretched over a supporting framework of poles, ropes, and pegs.

(v) "Wired glass" means glass that meets all of the following criteria:

(i) Is not less than 1/4 of an inch thick.

(ii) Is reinforced with wire mesh, no. 24 gauge or heavier, with spacing that is not more than 1 square inch.

(iii) Is installed in steel frames or, when approved pursuant to R 400.11203(b), installed in wood frames or stops of hardwood material which are not less than 3/4 of an inch actual dimension, which are not more than 1,296 square inches per frame and which do not have a single dimension that is more than 54 inches in length.

History: 1984 AACCS; 1994 AACCS; 2009 AACCS.

R 400.11205 Adoption of fire safety standards by reference.

Rule 205. (1) The department adopts by reference in these rules the fire safety codes and standards set forth in this rule. These codes and standards are available for inspection and distribution to the public at cost from the Department of Human Services, 235 S. Grand, P.O. Box 30037, Lansing, Michigan 48909 or from the appropriate agency, organization, or association listed. The costs indicated are those in effect at the time these rules were promulgated. The codes and standards adopted are as follows:

(a) Pamphlet no. 220 entitled "Standard on Types of Building Construction," 2006, National Fire Protection Association, Batterymarch Park, Quincy, Massachusetts 02269 - \$27.00.

(b) Pamphlet no. 255 entitled "Standard Method of Test of Surface Burning Characteristics of Building Materials," 2006, National Fire Protection Association, Batterymarch Park, Quincy, Massachusetts 02269 - \$27.00.

(c) Pamphlet no. 13 entitled "Installation of Sprinkler Systems," 2002, National Fire Protection Association, Batterymarch Park, Quincy, Massachusetts 02269 - \$67.00.

(d) Pamphlet no. 701 entitled "Standard Methods of Fire Tests for Flame-Resistant Textiles and Films," 2004 National Fire Protection Association, Batterymarch Park, Quincy, Massachusetts 02269 - \$30.00.

(e) Pamphlet no. 72 entitled "Standard for the Installation, Maintenance, and Use of Protective Signaling Systems." 2002, National Fire Protection Association, Batterymarch Park, Quincy, Massachusetts 02269 -\$48.00

(f) Pamphlet no. 10 entitled "Standard for Portable Fire Extinguishers." 2002 National Fire Protection Association, Batterymarch Park, Quincy, Massachusetts 02269 - \$35.00.

(g) NFPA 80, Standard for Fire Doors and Fire Windows, 1999, National Fire Protection Association, Batterymarch Park, Quincy, Massachusetts 02269-\$35.00

(h) NFPA 257, Standard on Fire Test for Window and Glass Block Assemblies, 2000, National Fire Protection Association, Batterymarch Park, Quincy, Massachusetts 02269-\$27.00

(2) The following alphabetical classification of finished materials for flame spread and smoke development, as determined by the tunnel test in accordance with the provisions of National Fire Protection Association pamphlet no. 255, which is adopted by reference in this rule, shall be used to determine the classification of an interior finish:

Class	Flame Spread	Smoke Developed
A	0 – 25	0 – 450
B	26 – 75	0 – 450
C	76 – 200	0 - 450

History: 1984 AACCS; 1994 AACCS; 2009 AACCS.

R 400.11207 Construction.

Rule 207. (1) Before construction begins, building plans for all of the following projects in a residential camp shall be submitted, in accordance with 1980 PA 299, MCL 339.101, to the bureau of fire services for approval:

- (a) A proposed new children's residential camp and an adult foster care camp.
- (b) A new camp building for camper use.
- (c) Major changes in, or additions to, a building used by campers.
- (d) Conversion of a building to camper use.

(2) Plans shall bear the seal of a Michigan registered architect or engineer when the total cost of the project, including labor and materials, is \$15,000 or more.

(3) A new camp building shall not be situated within 15 feet of any other building that contains camper sleeping quarters. A new building that contains camper sleeping quarters shall not be situated within 15 feet of any other building.

(4) A 1-story new building and a conversion of an existing building that is 1 story may utilize less than protected wood frame construction if the construction complies with other provisions of this part.

(5) A new building and a conversion of an existing building that has 2 stories above grade shall, at a minimum, be built utilizing protected wood frame construction, unless the building is in compliance with the requirements of heavy timber construction as defined by the provisions of National Fire Protection Association pamphlet no. 220, which is adopted by reference in R400.11205.

(6) Buildings of 3 stories or more above grade shall be built of fire-resistant construction and provided with a sprinkler system as defined in the provisions of National Fire Protection Association pamphlets nos. 220 and 13, which are adopted by reference in R400.11205.

(7) Where a sleeping occupancy is maintained on a second floor or over a basement area, the ceiling of the first floor or basement shall be protected with 5/8-inch drywall or gypsum wallboard, or any other proven assembly of materials that will provide at least a 1-hour-fire-resistance rating, unless the building is in compliance

with the requirements of heavy timber construction as defined by the provisions of National Fire Protection Association pamphlet no. 220, which is adopted by reference in R 400.11205.

(8) A building that is currently licensed for camper occupancy may be approved for continued use if it is in compliance with the provisions of this part designated for existing facilities.

(9) All camper-occupied tents shall consist of flame retardant materials.

(10) All camper occupied multi-story buildings shall have floor- to- floor separations meeting the requirements of standard partition construction.

History: 1984 AACCS; 1994 AACCS; 2009 AACCS.

R 400.11208 Sleeping quarters and space requirements.

Rule 208. (1) A building or room shall not be arranged so that access to a sleeping room is through another sleeping room, bathroom, or water closet compartment.

(2) In permanent sleeping quarters, a person shall be provided with a bed, cot, or bunk that has a clean mattress.

(3) Triple-deck bunks are not permitted. The clear space between the top of the lower mattress of a double-deck bunk and the bottom of the upper bunk shall not be less than 27 inches. The distance from the top of the upper mattress to the ceiling shall be not less than 36 inches. The top bunk shall be not more than 5 feet above the floor. A camper on a top bunk shall be provided with a bed rail upon request.

(4) A person shall be provided with not less than 30 square feet of floor space in permanent sleeping quarters in a residential camp building.

(5) When tents are used as sleeping quarters, and when they remain in 1 location for more than 5 days, not less than 30 square feet of floor space shall be provided for each person.

(6) The maximum number of persons, as required by this rule, shall be permanently posted in a conspicuous location in all camper sleeping occupancies. In buildings with more than 1 sleeping area, the occupant load postings shall be provided in each separate camper sleeping area. This rule does not apply to tents, yurts, and similar structures having a single sleeping area.

History: 2009 AACCS.

R 400.11209 Interior finishes.

Rule 209. (1) In new construction, additions, conversions, renovations, or remodeling, interior finish classification shall be of the basic material used without regard to subsequently applied paint or other covering in an attempt to meet the classification. The basic material shall be a minimum of class B in a means of egress and a minimum of class C in other areas. All of the following provisions also apply to new construction, additions, conversions, renovations, and remodeling:

(a) In a portion of a building not used by campers, the interior finish may be less than required by these rules if a 1-hour fire separation exists between the camper-

occupied area and the non-camper-occupied area. Any door openings in the 1-hour separation shall be protected with B labeled fire door and frame assemblies.

(b) Interior finish material that is more hazardous than class C material is not permitted.

(c) Interior finish materials in basements occupied by campers shall be a minimum of class B throughout.

(d) Prefinished plywood or paneling of minimum 1/4 inch thickness with proven class A, B, or C interior finish classification may be applied to studs. Prefinished plywood or paneling less than 1/4 inch thick with a proven A, B or C interior finish classification shall be installed on a noncombustible backer. Standard lath and plaster or drywall is acceptable as an interior finish anywhere.

(2) Existing licensed organizations with buildings having existing interior finishes that do not comply with those specified in subrule (1) of this rule may have those finishes coated in accordance with the following conditions:

(a) The unapproved finish is applied directly to a noncombustible backing.

(b) The unapproved finish is not furred out more than 1-inch from the noncombustible backing.

(c) An approved fire-retardant coating is used, which has been tested for use on the applicable finish, meets the required interior finish rating, and is applied in accordance with its listing.

History: 1984 AACCS; 2009 AACCS.

R 400.11211 Means of egress.

Rule 211. (1) Required means of egress shall be maintained in an unobstructed, easily traveled condition at all times and shall lead to free and safe ground remote from the building. This includes any platform, steps, or ramps used for permanent platform tents and any related guardrails and handrails. Campers shall not be exposed to inherent hazards in a building, including, but not limited to, the heating plant, commercial kitchen, flammable storage, or any other hazards. Furniture, equipment, and utility materials shall not be stored or maintained in a location or position in which they are likely to fall or be pushed into, or be obstructive in any way to, the means of egress.

(2) A camp that serves campers who regularly require wheelchairs shall be equip each building used by wheelchair campers with ramps which have a handrail, guardrail, and wheel guard at any open sides and which are located at all required exits. The slope of the ramp shall not be more than 1 foot of rise in 12 feet of run. Ramps that have an overall rise of 6 inches or less do not require handrails. The required exits in buildings used by campers who regularly require wheelchairs shall be a minimum of 36 inches wide. These exits shall have side-hinged doors that swing in the direction of egress and open onto a floor-level landing that is as deep as the swing of the door or open directly at grade. A building that is currently licensed for wheelchair campers may maintain its current exiting subject to approval pursuant to R 400.11203(b).

(3) Single-story new construction, additions, conversions, renovations, or remodeling of a camp building, which has an occupancy of 12 or fewer persons, shall have access to 2 properly separated means of egress that are located as far apart as

practical, but not less than a distance that is 50% of the longest dimension of the building. One of the required means of egress shall be an exit door as specified in R 400.11213(1). The second means of egress may be an escape window unless compliance with subrule (2) of this subrule is required. Escape windows shall comply with all of the following requirements:

(i) The window is side-hinged and swings in the direction of egress.

(ii) The window has a minimum net clear opening of 5 square feet.

(iii) The window does not have an open dimension that is less than 22 inches.

(iv) The window is operable from the inside with a single motion and is equipped with non-locking-against-egress hardware that does not require the use of special tools to open.

(v) The sill height is not more than 36 inches from the floor, unless an approved substantial permanent ledge or similar device that is not less than 12 inches wide is provided under the window, in which case the sill height may be increased to 44 inches from the floor.

(vi) The sill height to grade is not more than 60 inches.

(vii) In an existing licensed camp building, "escape window" means a window approved by the fire-inspecting authority.

(4) A single-story building that has an occupancy of more than 12 persons shall be provided with not less than 2 required exit doors. The doors shall be located as far apart as practical, but not less than a distance that is 50% of the longest dimension of the building. In new construction, additions and conversions, exits shall be situated so that all persons are located between the exits. When this is not possible, each exit shall be arranged so that no corridor or aisle has a pocket or dead end exceeding 20 feet with no more than 4 campers having sleeping rooms with exit access on such a corridor or aisle. There shall not be a hazardous opening onto such a dead-end corridor or aisle.

(5) An existing building, that is approved pursuant to R 400.11203(b) for occupancy above the first floor shall be provided with 2 separate and independent means of egress that are located so that all persons are located between the exits. A means of egress shall lead to an approved outside fire escape or to an interior stairway which is enclosed with an assembly of materials that are equal to standard partition construction and which leads directly to the outside at grade.

(6) In new construction, additions, conversions, renovations, or remodeling, buildings that are more than 1 story shall have access to 2 means of egress from each story separated by not less than 50% of the longest dimensions of the building. Stairways shall be enclosed in 1-hour-fire-rated construction, including B-labeled fire door and frame assemblies that are equipped with positive-latching hardware and a self-closing device and shall exit directly outside at grade. Exits shall be situated so that all persons are located between the exits. When this is not possible, each exit shall be arranged so that no corridor or aisle has a pocket or dead end exceeding 20 feet with no more than 4 campers having sleeping rooms with exit access on such a corridor or aisle. There shall not be a hazardous area opening onto such a dead-end corridor or aisle. In buildings having 12 or fewer persons on a second floor, including staff members, 1 of the exits may be an approved outside fire escape.

(7) If a basement is utilized by campers for any purpose, it shall be provided with 2 exits separated by not less than 50% of the longest dimension of the building or area served. These exits shall be 1 of the following:

(a) A stairway enclosed to the outside in 1-hour fire resistive construction including "B" labeled fire door/frame assemblies with self-closing devices and positive latching hardware at any interior doorway.

(b) A side-hinged exit door opening directly to the outside.

(8) A dead end of more than 20 feet is not permitted.

(9) A required exit from a building that sleeps more than 25 persons or an exit not readily visible to the occupants shall be designated by an illuminated exit sign that has 6-inch lettering and 3/4-inch brush strokes. These exit signs and any directional exit signs shall be installed on separate circuits and fused ahead of the main switch or disconnect. Automatic battery pack exit signs may be provided as an acceptable alternative to fusing ahead of the main switch. Battery pack exit signs shall be listed by a nationally recognized testing laboratory.

(10) Lighting shall be provided for a stairway, corridor, and fire escape that constitute a required means of egress. The power supply for this illumination shall normally be provided by the premise's electrical supply. In new construction or remodeling automatic battery pack emergency lights shall also be provided. Battery pack emergency lights shall be listed by a nationally recognized testing laboratory. Outside stairs with an elevation of 30 inches or less above grade do not require lighting.

(11) A door from a room occupied by campers shall enter a corridor between exits or there shall be direct egress to the outside from each room. There shall not be more than 4 campers having sleeping rooms with exit access on such a corridor. There shall not be a hazardous area opening onto such a dead-end corridor or aisle. In a room housing 4 or fewer campers, an escape window is acceptable as a direct means of egress to the outside.

History: 1984 AACCS; 1994 AACCS; 2009 AACCS.

R 400.11213 Exit doors and stairways.

Rule 213. (1) A required exit door shall be a side-hinged, swing door only. In new construction, additions and conversions, an exit door shall not be less than 36 inches wide. A door forming part of a means of egress where door hardware is used shall be of a type that is nonlocking-against-egress and operable with a single motion. The use of hooks and eyes, bolts, bars, and similar devices is prohibited.

(2) A door that forms a part of a means of egress shall swing in the direction of egress for occupancies of 13 or more.

(3) In new construction, additions, conversions, renovations, and remodeling, an exit door that is required to swing out shall swing directly onto a floor-level landing that is at least as deep as the swing of the door before the start of any steps or ramps to grade.

(4) An exterior wall of a building which has an outside stairway that is used as a required means of egress shall not have windows, vents, or other openings within an area of 6 feet from the stairway, except for either of the following:

(a) Windows that are constructed of wired glass and are not openable.

(b) Doorways that are used for egress only and are smoke tight.

(5) Interior convenience stairways shall be provided with a minimum 1 3/4-inch solid wood core door equipped with positive self-latching hardware and a self-closing device. All vertical openings, such as stairways, transfer grills, pipes, ducts, and conduit, shall be sealed with material that is equal to standard partition construction.

(6) In new and existing buildings, only ambulatory campers shall be permitted above or below the first or ground floor, except where the floor above or below the first floor provides all required exiting at grade without using stairways.

(7) In new construction, additions, conversions, or remodeling, where stairs or steps are used in any part of the required means of egress for camper-occupied areas, they shall have maximum risers of 7 inches and minimum treads of 11 inches. Sturdy and securely fastened guardrails and handrails that are located between 30 and 34 inches, measured vertically, above the nose of the treads shall be provided wherever more than 3 steps are used.

History: 1984 AACCS; 2009 AACCS.

R 400.11215 Fire warning and extinguishing equipment.

Rule 215. (1) A camp building which consists of single-level open construction and which is used to sleep less than 26 persons shall be equipped with battery-operated smoke detectors.

(2) A camp building which consists of single-level compartmentalized construction and which is used to sleep 12 or fewer persons shall be minimally equipped with battery-operated smoke detectors that adequately protect all compartments.

(3) A camp building which consists of single-level compartmentalized construction and which is used to sleep more than 12, but less than 26, persons shall be equipped with fixed-wired, interconnected smoke detectors that protect all compartments.

(4) A camp building of any type of construction, other than that specified in subrules (1), (2), and (3) of this rule, that is used for sleeping and buildings that are used for sleeping more than 25 persons shall be equipped with automatic fire detection systems, fire alarm systems, and emergency power supplies for such systems. The fire detection system shall adequately cover all compartments, including attics and bathrooms, and shall be integrated with the fire alarm system. The general evacuation alarm signal shall operate throughout the entire building. Newly installed or newly required system trouble alarms shall be located in an area normally occupied by staff.

(5) If a building is occupied, other than for sleeping, by more than 50 persons and if all or part of the 50 persons are situated above or below the main floor, or if the occupied level is compartmentalized by other than a commercial kitchen, furnace room, toilet room, storage room, or an administrative area, then the building shall be equipped with a fire alarm system. The general evacuation alarm signal shall operate throughout the entire building. Newly installed or newly required system trouble alarms shall be located in an area normally occupied by staff.

(6) Required fire warning devices shall be in compliance with all of the following requirements:

- (a) Be listed by an independent, nationally recognized testing laboratory.
- (b) Be installed in accordance with the manufacturer's specifications.
- (c) Be cleaned and tested at least quarterly, with a written record maintained of the cleaning and testing.
- (d) If battery-operated, be of the type that provides a signal when batteries are not providing sufficient power and when batteries are missing.
- (7) Required fire warning devices shall be maintained in proper working condition. If fire-warning devices are rendered inoperable, repairs shall be completed as soon as possible, but the devices shall not be inoperable for more than 5 days.
- (8) As a temporary substitute for required fire-detection devices during the 5-day period in subrule (7) of this rule, a camp may establish a fire watch. A fire watch shall consist of an adult staff member who is awake and dressed and who makes rounds of all floors at least once every 45 minutes between the hours of 10 p.m. and 7 a.m. and at other times when the campers are sleeping.
- (9) Fire extinguishers which are of a class and size and at locations determined by the fire inspection authority shall be installed throughout the camp. At a minimum, a 2-A:10-B:C fire extinguisher shall be installed in close proximity to each kitchen and furnace room. The travel distance to an approved fire extinguisher shall be not more than 75 feet.
- (10) The installation of a fire alarm or fire suppression system shall require the submittal of shop drawings to the bureau of fire services for review and approval before beginning any actual work.

History: 1984 AACCS; 1989 AACCS; 1994 AACCS; 2009 AACCS.

R 400.11216 Places of public assemblage.

- Rule 216. (1) A place of public assembly is a room, area, or building where 50 or more people can congregate.
- (2) The maximum capacity of a place of public assemblage shall be 1 person to each 15 square feet of gross floor area where tables are used and 1 person to each 7 square feet of gross floor area where tables are not used.
 - (3) Storerooms or other areas that are not normally occupied shall not be used to determine capacity.
 - (4) The maximum seating capacity of benches or bleachers shall be 1 person for each 18 inches of bench or bleacher. Bench or chair seating requires a 12-inch minimum aisle width from the front of one seat to the back of the next row.
 - (5) Each place of public assembly shall have not less than 2 means of egress separated by a distance of not less than 50% of the longest room or space diagonal.
 - (6) Exit doors shall be not less than 36 inches in width and shall swing in the direction of egress directly to the outside or to a protected corridor that leads outside. Each exit door shall be serviced by an aisle or corridor which is not less than 44 inches in width and which is maintained in an open and unobstructed condition.
 - (7) Exit door hardware shall be non-locking against egress. If an occupancy load of 100 or more persons is reached, panic hardware and lighted exit signs shall be required.

(8) Flammable liquids or other materials that are dangerous to human life or that present a fire hazard shall not be kept or stored in a place of public assembly.

(9) Combustible furnishings, such as drapes, curtains, or other flimsy decorations, shall be treated with a flameproof solution or process as required by national fire protection association pamphlet no. 701, which is adopted by reference in R 400.11205.

History: 1994 AACCS; 2009 AACCS.

R 400.11217 Heating.

Rule 217. (1) Heating shall be by a central heating plant, a permanently installed electrical system, or a sealed combustion unit or units mounted on an outside wall.

(2) A central heating plant shall be installed in a 1-hour-fire-resistant enclosure that includes a B-labeled fire door and frame assembly in any interior opening. Combustible ducts shall not be used inside of, or penetrate a required fire-rated enclosure. Air for proper combustion shall be drawn directly from the outside of the building by a permanently open louver, and approved mechanically operated automatic louver or noncombustible duct. A fuel-fired central heating plant requires fire damper installations where ducts penetrate a 1-hour fire rated enclosure except where the heating plant complies with either subrule (6), (7), or (8) of this rule. (3) A permanently installed electrical system shall be either baseboard or panel. It shall be listed by a nationally recognized independent testing laboratory and installed according to the manufacturer's specifications.

(4) In new construction, additions, conversions, or remodeling, roof-mounted, fuel-fired heating units shall be separated from any building that is used for camper sleeping by at least 1-hour-fire-resistive construction. In all camper-occupied buildings, whether used for camper sleeping or not, roof-mounted fuel-fired heating units shall be installed in accordance with the manufacturer's specifications utilizing industry-recognized methods and materials.

(5) A sealed combustion unit shall be approved by a nationally recognized testing laboratory, mounted on an outside wall, properly vented, and installed according to the manufacturer's specifications.

(6) In new construction and conversions where buildings are used for sleeping and where an electrically powered smoke detection system is not required, there shall be a duct smoke detector installed ahead of the fresh air intake in the return air duct of the system so that upon smoke detector activation, the fan to the heating unit will shut down.

(7) Buildings used for sleeping and requiring an electrically powered fire detection system shall have the system connected to the furnace so that activation of the fire detection system will shut down the fan. This is not required if either of the following provisions is complied with:

(a) Approved fire dampers are installed at all duct penetrations in the heat plant enclosure.

(b) The heating system has a duct smoke detector installed ahead of the fresh air intake on the return air portion of the system, as permitted in subrule (6) of this rule, so that activation of the detector will shut down the fan and sound the building fire alarm.

(8) Fire dampers are not required to be installed in the heating plant room enclosure of a building that is not used for sleeping.

(9) A flame-producing water heater shall be installed in either the same enclosure as the heating plant or in a separate enclosure that affords the same protection.

(10) In a building that is not used for sleeping additional protection is not required for the fuel-fired heating plant or water heater if all of the following are met:

(a) The heating plant and/or water heater is located in a basement that is not used by campers.

(b) There is approved floor separation consisting of minimum of standard partition construction between the basement and the remainder of the building.

(c) The basement is not used for the storage of any combustibles without a 1-hour fire resistive separation between the storage and the heating plant. Any doorways in the separation wall(s) shall be protected with "B" labeled fire door/frame assemblies, including self-closing devices and positive latching hardware.

(11) A portable heating unit shall not be used in a camper-occupied building.

(12) A solid fuel-burning space heater shall not be installed in a building that is used for sleeping. A solid fuel-burning heating appliance, that is approved by an independent nationally recognized testing laboratory and that is installed according to the manufacturer's specifications, may be installed in a non-sleeping occupancy. A chimney shall be inspected and a proper and thorough cleaning shall be performed at least once every 2 months during the heating season. Prefabricated chimneys may be installed in accordance with their listings. A masonry chimney shall be provided with an approved fire clay flue liner.

(13) A central, solid fuel-burning heating plant may be approved if it is enclosed by a minimum of 1-hour-fire-resistant construction and if it is installed according to test and manufacturer's specifications. Due to the possibility of ambient heat buildup in small enclosures, strict safe engineering practices shall be followed to allow for the proper dispersion of excessive heat and the intake of adequate combustion air.

(14) A boiler shall be inspected and certified as required by the boiler division of the bureau of construction codes of the department of energy, labor, and economic growth.

(15) A masonry fireplace may be used if it is provided with an approved screen or glass device to prevent the spread of fire and embers and if the chimney is provided with an approved fire clay flue liner or consists of a properly installed U.L. listed prefabricated metal chimney. The chimney shall be visually inspected every other month while in use and cleaned as needed but no less than once every 12 months. A fireplace shall have a noncombustible hearth that extends a minimum of 20 inches out from the front, and 12 inches beyond each side of the fireplace opening and a noncombustible face that extends not less than 12 inches above, and 12 inches on each side of the fireplace opening.

(16) In new construction, additions, conversions or remodeling, a gas-log fireplace may be used if the fireplace is provided with an approved screen or glass device, it vents products of combustion directly to the outside, and it is installed and maintained in strict accordance with the manufacturer's specifications. The installation shall be approved by the mechanical inspector having jurisdiction.

(17) In new construction, additions, conversions or remodeling, fireplaces shall not be installed in a camper sleeping building unless there is a 1-hour fire resistive separation, including 45-minute fire-rated door/frame assemblies, between the fireplace use area and the camper sleeping area and with each area having proper independent exiting. In existing licensed camp buildings that are used for sleeping, fireplaces may only be used if they meet the requirements of this subrule or are properly fitted with a sealed combustion gas-log insert that requires tools to access any open flame. The flames shall be kept inaccessible to campers, and the insert must comply with subrule (5) of this rule for location and installation.

History: 1984 AACCS; 1994 AACCS; 2009 AACCS.

R 400.11219 Combustible storage; other hazardous areas.

Rule 219. (1) New construction, additions, conversions, or remodeling, rooms that are used for the storage of combustible materials, or hazardous materials, and are larger than 100 square feet in area, shall have walls and ceilings that are constructed of 1-hour fire resistive construction. Interior doorways to such storage rooms shall be protected with B-labeled fire doors set in labeled frame assemblies complete with approved self-closing devices and positive self-latching hardware. Where such rooms are 100 square feet or smaller, they shall have walls and ceilings that are constructed of at least 5/8-inch drywall and any interior door openings to such rooms shall be protected with a minimum of a 1 3/4-inch solid wood core door or equivalent that has a self-closing device and positive self-latching hardware.

(2) In existing buildings approved for camper use, storage rooms that were approved before these rules take effect shall continue to be approved with regard to enclosure until the portion of the facility containing the storage area is remodeled or the facility is converted. At a minimum, these storage rooms shall have approved noncombustible walls and ceilings and any door openings shall be protected with minimum of 1 3/4-inch, solid core wood doors equipped with approved self-closing devices and positive self-latching hardware. This shall not preclude requirements relative to maintaining doors and other safety features in proper working order.

(3) Combustible storage shall not be allowed in a heating plant room.

(4) In new construction, additions, conversions or remodeling, combustible storage is allowed beneath a stairway. If the storage area is enclosed in 1-hour fire resistive construction including a "B" labeled fire door/frame assembly with an approved self-closing device and positive latching hardware.

(5) In new construction, additions, conversions, or remodeling, other hazardous areas in camper-occupied buildings, including areas housing commercial-style kitchens, commercial-style laundries, motor vehicle garages, incinerators, or other similar hazards, shall be enclosed with 1-hour fire resistive construction. Any interior door openings shall be protected with B-labeled fire doors, set in labeled frame assemblies and equipped with approved self-closing devices and positive latching hardware. Where commercial cooking equipment is properly protected by an approved automatic kitchen hood suppression system, the kitchen shall be exempt from the enclosure requirements of this rule.

History: 1984 AACCS; 1994 AACCS; 2009 AACCS.

R 400.11221 Electrical wiring and flammables.

Rule 221. (1) Camp electrical wiring shall be maintained in a safe condition. Where conditions indicate a need for inspection, and in new construction or additions, the electrical wiring shall be inspected by the inspector who has jurisdiction and a copy of the certificate of approval shall be made a part of the camp's permanent records. New electrical wiring and equipment shall be installed in accordance with the provisions of the Michigan electrical code, R 408.3801.

(2) Flammable liquids, propane fuel tanks, gasoline-powered equipment, rocketry propellants, or other highly flammable materials shall not be stored in any building that is occupied by campers or that is readily accessible to campers.

(3) The use of candles or lighting that is produced by flame, such as lanterns, is prohibited in camper-occupied tents or camper sleeping buildings, except during staff-supervised ceremonies.

History: 1984 AACCS; 1994 AACCS; 2009 AACCS.

R 400.11223 Emergency procedures.

Rule 223. (1) In new and existing camps, a camp shall have written procedures for the evacuation of campers from facilities and the campsite in case of a fire emergency.

(2) A licensee shall ensure that staff members are familiar with their duties and responsibilities in the event of a fire emergency.

(3) An emergency evacuation diagram shall be posted in conspicuous locations in camper-occupied buildings of more than 1 room.

History: 1984 AACCS; 2009 AACCS.

R 400.11224 General fire safety.

Rule 224. (1) A camper-occupied building shall be kept free of all conditions that constitute a fire safety hazard.

(2) All appliances and equipment in camper-occupied buildings shall be installed and maintained in accordance with their manufacturer's specifications and recognized industry standards.

History: 2009 AACCS.

R 400.11225 Rescinded.

History: 1984 AACCS; 1989 AACCS.

R 400.11227 Occurrence of fire.

Rule 227. If a fire occurs in a camp and results in injury, loss of life, or facility damage in excess of \$1,000.00, the camp director shall notify the department and the bureau of fire services of all details of the fire. This notification shall occur within 48 hours after the occurrence of the fire.

History: 1984 AACCS; 2009 AACCS.

PART 3. ENVIRONMENTAL HEALTH AND SAFETY

R 400.11301 Location and construction.

Rule 301. (1) A campsite shall be located on land that is properly drained.

(2) Campers shall be protected from hazardous areas such as traffic, cliffs, sinkholes, pits, and abandoned excavations. These areas shall be guarded or posted to reduce the possibility of accidents.

(3) Roofs, exterior walls, doors, skylights, and windows shall be weather tight and watertight and shall be kept in sound condition and good repair.

(4) Interior walls, ceilings, and floors shall be sound and in good repair and shall be maintained in a clean and sanitary condition.

(5) Porches and stairways shall be equipped with structurally sound and safe handrails.

(6) A tent used for sleeping and living purposes which remains in 1location for more than 2 weeks shall be provided with a floor which is smooth, in a clean condition, and in good repair.

History: 1984 AACCS; 2009 AACCS.

R 400.11302 Applicability; Environmental Health Inspections.

Rule 302. (1) This part applies to campsites used by campers in adult foster care camps and children's residential camps and children's day camps that have private water or sewer systems or prepare meals for campers.

(2) All residential campsites shall have an environmental health inspection completed on an annual basis by the local health authority unless greater frequency is indicated by the health authority.

History: 2009 AACCS.

R 400.11303 Light, ventilation, and screening.

Rule 303. (1) A camp shall ensure that every sleeping room that is occupied by campers is constructed as follows:

(a) Has natural light that is from a source which is equal to an area that is not less than 8% of the floor area of the room.

(b) Has total operable window area that is not less than 45% of the required window area, unless mechanical ventilation is provided. A camp shall not count a

skylight, louver, transom, glass-blocked panel, or similar light-transmitting device for more than 50% of the required area in place of conventional windows, screened areas, and glazed doors.

(2) A camp shall supply screens for each door, window, and other opening to the outside that is used for ventilation of a building occupied by campers for the control of flying insects. A screen door shall swing outward and have a self-closing device that is in working condition.

(3) A camp shall ensure that all openings into tents are screened for insect control or, as an alternative, that personal protective netting is made available to campers.

History: 1984 AACCS; 1989 AACCS; 1994 AACCS; 1998-2000 AACCS.

R 400.11304 Light, ventilation, and screening.

Rule 304. (1) A camp shall ensure that every sleeping room that is occupied by campers is constructed as follows:

(a) Has natural light that is from a source which is equal to an area that is not less than 8% of the floor area of the room.

(b) Has total operable window area that is not less than 45% of the required window area, unless mechanical ventilation is provided. A camp shall not count a skylight, louver, transom, glass-blocked panel, or similar light-transmitting device for more than 50% of the required area in place of conventional windows, screened areas, and glazed doors.

(2) A camp shall supply screens for each door, window, and other opening to the outside that is used for ventilation of a building occupied by campers for the control of flying insects. A screen door shall swing outward and have a self-closing device that is in working condition.

(3) A camp shall ensure that all openings into tents are screened for insect control or, as an alternative, that personal protective netting is made available to campers.

History: 2009 AACCS.

R 400.11305 Rescinded.

History: 1984 AACCS; 1994 AACCS; rescinded 2009 AACCS.

R 400.11307 Toilet fixtures.

Rule 307. (1) Table 1 shall be used to determine the number of toilet fixtures needed for resident camps, with showers being optional. When showers are provided as bath facilities, hot water shall be available. Flush urinals may be substituted for not more than ½ of the required number of toilets.

(2) Table 1 reads as follows:

Table 1

Persons of Each Sex to	Males or Females		Lava-Be Served tories	Showers
	Male Toilets	Female Toilets		
1 - 10	1	1	1	1
11- 20	2	2	1	1
21- 40	3	3	2	2

A resident camp having a capacity of more than 40 persons shall provide additional facilities for each 20 persons or fraction thereof in accordance with table 1.

(3) The number of persons listed in table 1 shall include staff members, unless separate toilet facilities are provided for their use.

(4) A privy, outhouse, or chemical closet used as a means of sewage disposal for a camp shall comply with section 12771 of Act No. 368 of the Public Acts of 1978, as amended, being S333.12771 of the Michigan Compiled Laws. The bottom of the pit of an earth privy shall be not less than 2 feet above the known high groundwater table. In a location where this is not feasible, a watertight vault shall be utilized.

History: 1984 AACCS; 2009 AACCS.

R 400.11309 Sewage, garbage, and other solid waste.

Rule 309. (1) Sewage and other water-carried wastes shall be disposed of through a municipal sewer system where such a system is available. Where a municipal sewer connection is not available, liquid waste shall be discharged into an approved private system. The private system shall not create a nuisance; pollute a stream, lake, or other body of water; or contaminate a water supply or bathing place and shall comply with applicable local health department requirements.

(2) Garbage produced in the kitchen area shall be removed and stored in flyproof and watertight garbage cans with tight-fitting covers which are emptied not less than twice a week. Garbage cans shall not be filled to overflowing or allowed to become foul smelling or a breeding place for flies. A garbage can shall be provided with a waterproof liner or thoroughly cleaned after each emptying.

(3) Other solid waste shall be handled and removed at intervals so as not to create a nuisance or a menace to health.

History: 1984 AACCS; 2009 AACCS.

R 400.11311 Water supply.

Rule 311. (1) Each sink, lavatory, and shower shall be supplied with safe and potable water which is sufficient in quantity and pressure to meet conditions of peak demand. Hot water in outlets accessible to campers shall not exceed 120 degrees Fahrenheit.

(2) Water shall be supplied from a public water system, if available, or, if not available, from an on-site approved water source which complies with Act No. 399 of

the Public Acts of 1976, being S325.1001 et seq. of the Michigan Compiled Laws. There shall be no cross-connection between the water supply system and a secondary water supply or piping system which may contain sanitary waste or any other contaminant. Installation of new wells or repairs on existing wells shall be done by water well drilling contractors registered under sections 12701 to 12721 of Act No. 368 of the Public Acts of 1978, as amended, being SS333.12701 to 333.12721 of the Michigan Compiled Laws.

History: 1984 AACCS; 2009 AACCS.

R 400.11313 Maintenance.

Rule 313. (1) A campsite shall be maintained in a clean, sanitary, and safe condition.

(2) The campsite, including main and accessory structures, shall be maintained so as to prevent and eliminate rodent and insect harborage.

(3) Plumbing fixtures and water and waste pipes shall be properly installed and maintained in good sanitary working condition.

(4) Water closet compartment, bathroom, and kitchen floor surfaces shall be constructed and maintained so as to be reasonably impervious to water and be composed of slip-resistant material.

(5) Hot water pipes, steam radiators, fireplaces, and permanently installed space heaters and registers shall be shielded to protect campers against burns.

History: 1984 AACCS; 2009 AACCS.

R 400.11315 Farm and domestic animals.

Rule 315. (1) A structure housing farm animals shall not be permanently located within 500 feet of living quarters, a kitchen, or a dining hall.

(2) A temporary shelter, corral, tie rail, or hitching post shall not be located within 200 feet of a dining hall, kitchen, or other place where food is prepared, cooked, or served. Manure shall not be allowed to remain for more than 12 hours at such a location. Fly repellants and other precautions shall be used to prevent such a location from becoming an attraction or breeding place for flies.

(3) Manure shall not be stored on the premises in any way that could cause a health hazard.

(4) Drainage from stables and temporary quarters for farm animals shall not be permitted to flow into a spring, stream, or lake in such a manner as to create dangerous pollution.

(5) A horse, dog, except for a leader dog, or other domestic animal or pet shall not be permitted on a bathing beach, a pool deck, or in the water in the area used for swimming activities.

History: 1984 AACCS; 2009 AACCS.

R 400.11317 Swimming beaches and pools.

Rule 317. (1) A camp shall ensure that the water and beach area of a natural swimming area is free from contamination by commercial, industrial, domestic, and agricultural pollution, garbage, refuse, and hazardous foreign or floating materials.

(2) A camp shall ensure that an artificial swimming pool is constructed and maintained in accordance with sections 12521 to 12534 of Act No. 368 of the Public Acts of 1978, as amended, being §§333.12521 to 333.12534 of the Michigan Compiled Laws, and the rules promulgated under sections 12521 to 12534 of Act No. 368 of the Public Acts of 1978.

History: 1984 AACCS; 1989 AACCS; 1998-2000 AACCS; 2009 AACCS.

R 400.11319 Food sources and preparation.

Rule 319. (1) Food shall be obtained from approved sources. Only pasteurized milk and milk products shall be used. Canned goods shall only be used when commercially packed.

(2) Food shall be prepared and stored in a safe manner.

History: 1984 AACCS; 1989 AACCS; 2009 AACCS.

PART 4 HIGH ADVENTURE ACTIVITIES

R 400.11401 High adventure activities; definition; written statement; adult activity leader.

Rule 401. (1) As used in this rule, "high adventure activity" means a camp program that requires specially trained staff or special safety precautions to reduce the possibility of an accident. Programs in this category include, but are not limited to, the following:

- (a) Target sports.
- (b) Aquatics.
- (c) Trail sports.
- (d) Adventure challenge courses.
- (e) Climbing and or rappelling.
- (f) Winter sports.
- (g) Horseback riding and equestrian activity.
- (h) Traveling groups.

(2) For high adventure activities identified in subrule (1) of this rule, and for any activity identified by the licensee as a high adventure activity, the licensee shall develop and assure adherence to a written program statement that covers all of the following:

- (a) Activity leader training and experience qualifications.
- (b) Specific staff-to-camper ratio appropriate to the activity.
- (c) Classifications and limitations for camper participation.
- (d) Arrangement, maintenance, and inspection of the activity area.
- (e) Appropriate equipment and the inspection and maintenance of the equipment.
- (f) Safety precautions.

(3) High adventure activities shall be conducted by an adult activity leader who has training in conducting the activity.

History: 2009 AACCS.

R 400.11403 Applicability.

Rule 403. (1) Any residential or day campsite licensee that offers any high adventure activity, as defined in R 400.11401, shall comply with the high adventure rules.

(2) Any travel or troop camp licensee or any residential or day camp program licensee that offers any high adventure activity, as defined by R 400.11401, at an unlicensed site, shall comply with the high adventure rules.

History: 2009 AACCS.

R 400.11405 Certified aquatic supervisor.

Rule 405. (1) A camp shall have a certified aquatic supervisor who is an adult on duty. The aquatic supervisor shall be responsible for the enforcement of safety rules and procedures governing all aquatic activity. This adult shall be present during all aquatic activity.

(2) The number of aquatic supervisors needed for an aquatic activity shall be 1 certified aquatic supervisor for up to 50 campers. For more than 50 campers, an additional certified aquatic supervisor is required.

(3) Camps using a public swimming pool that requires lifeguards and is licensed by the Michigan department of environmental quality (MDEQ) shall verify the pool is currently licensed and in compliance with MDEQ standards for lifeguards for public swimming pools. The camp is responsible for complying with R 400.11111, number of staff, to ensure adequate supervision of campers while at an MDEQ licensed swimming pool. If the pool is not required to have lifeguards by MDEQ, the camp shall follow the standards for aquatic supervisors in subrule (2) of this rule.

(4) A certified aquatic supervisor shall be certified as specified in the high adventure statement for each aquatic activity. Certification shall be 1 of the following:

(a) Equivalent to the lifeguard and CPR requirements in the American Red Cross manuals, numbers 655730 and 652161 respectively, which are adopted by reference in R 400.11103 for any of the following:

- (i) Lifeguard training.
- (ii) Swim instruction.
- (iii) Instructor or instructor trainer.

(b) Equivalent certifications shall include, but not be limited to, Young Men's Christian Association lifeguard course, the National Waterpark Pool lifeguard training, Boy Scouts of America lifeguard training, or other nationally recognized lifeguard training program, as approved by the Department.

(c) For a watercraft activity, an adult who has satisfactorily completed training and certification that is equivalent to the requirements set forth in the American Red Cross manual number 654171, which is adopted by reference in R 400.11103.

(5) Aquatic staff shall not engage in an activity that will distract them from their duties.

History: 2009 AACCS.

R 400.11407 Aquatic observers.

Rule 407. (1) An aquatic observer shall be a person not less than 16 years of age who has received training from a certified aquatic supervisor that includes, at a minimum, all of the following:

- (i) How to assist lifeguards with observation and swimmer control.
- (ii) Being prepared with appropriate dress and supplies.
- (iii) How to check for hazards.
- (iv) Awareness of waterfront rules and enforcement strategies.
- (v) Personal safety including self-rescue strategies.
- (vi) What to watch for, including, but not limited to, cramps, seizures, exhaustion, and horseplay.
- (vii) Related items specific to the waterfront.

(2) In addition to meeting the requirements for R400.11405, the number of aquatic observers needed for an aquatic activity shall be one (1) aquatic observer for up to 20 campers. For each additional 10 campers, one (1) additional aquatic observer is required.

(3) Camps using a public swimming pool licensed by MDEQ may meet the requirement for aquatic observers through the use of camp staff. Camp staff must be trained by the camp to fulfill the role of aquatic observer.

(4) Aquatic observers shall not engage in an activity that will distract them from their duties.

History: 2009 AACCS.

R 400.11409 Swimming area; lifesaving equipment.

Rule 409. (1) A camp shall clearly delineate areas for advanced swimmers, intermediate swimmers, and non-swimmers in any swimming area used by campers. A camp may have less than 3 swimming areas.

(2) A camp shall provide lifesaving equipment at each permanent swimming area and shall place the equipment so that it is immediately available in case of an emergency. At a minimum, the equipment shall include all of the following:

- (a) A whistle or other audible signal device for each staff person on duty.
- (b) An assist pole or other appropriate reaching assist device.
- (c) A ring buoy or other appropriate throwing assist device that has a rope attached that is of sufficient length for the area.
- (d) A backboard with a minimum of 3 straps.
- (e) A first-aid kit.
- (f) A rescue tube.

(3) A camp shall provide lifesaving equipment for non-swimming aquatic activities other than swimming and at any temporary swimming site and shall place the

equipment so that it is immediately available in case of an emergency. At a minimum, the equipment shall include all of the following:

- (a) A whistle or other audible signal device.
- (b) A throwing assist device.
- (c) A first-aid kit.

History: 2009 AACCS.

R 400.11411 Aquatic procedures.

Rule 411. (1) A camp shall classify each camper according to aquatic ability before the camper engages in an aquatic activity. All campers and staff are considered non-swimmers unless tested.

(2) A camp shall not permit a camper to participate in an aquatic activity that requires higher skills than the camper's swimming classification, except during formal instruction.

(3) A camp shall establish and enforce an accounting system, such as the buddy system, for supervising campers involved in an aquatic activity. The system used shall include all of the following:

- (a) Procedures for camper check-in.
- (b) Procedures for camper check-out.

(c) The periodic accounting for the whereabouts of each camper by a member of the aquatic staff. Aquatic staff shall conduct checks account for campers at least once every 10 minutes.

(4) A camp shall establish and follow a written aquatic emergency plan for each aquatic activity. The plan shall cover all of the following areas:

- (a) Rescue procedures and frequency of drills.
- (b) Camper accountability.
- (c) Prompt evacuation.
- (d) Notification of outside emergency services.

(5) A camp shall use an accounting system as defined in subrule (3) of this rule for supervising camper swimming at sites other than a permanent camp waterfront. One aquatic observer shall assist an aquatic supervisor for every 10 campers or fraction thereof in the water. Aquatic staff shall account for campers at least once every 5 minutes.

(6) A camp shall not conduct swimming programs during the hours of darkness. This subrule does not prohibit the use of swimming pools that have underwater and deck lighting that provides unrestricted vision.

(7) A camp shall allow headfirst diving in designated areas only.

(8) A camp shall not allow headfirst diving in water that is less than 5 feet deep. Aquatic staff shall use the following table to determine minimum diving area depths and distances from the end of the board or platform:

Diving Condition	Water depth	Distance
Competitive swimming and swimming classes	5 feet	10 feet
Platform less than 2 feet above the water	8 feet	10 feet
Board 2 feet or less above the water	10 feet	15 feet
Board more than 2 feet above the water	15 feet	20 feet

History: 2009 AACCS.

R 400.11413 Watercraft and waterskiing activities.

Rule 413. (1) A camp shall conduct watercraft activities only during daylight hours.

(2) A camp shall ensure that an occupant of a watercraft wears an appropriately sized, coast guard approved, personal flotation device.

(3) A camp shall ensure that any water-skier or other towed activity participant wears an appropriately sized personal flotation device. The floatation device shall be approved by the coast guard for water skiing.

(4) A camp shall not permit a non-swimmer to be in a sailboat unless an adult swimmer accompanies the non-swimmer.

(5) A camp shall ensure that the aquatic supervisor or an adult aquatic observer has immediate access to a watercraft with which to provide emergency assistance. The watercraft shall be of a size and capacity to provide emergency assistance appropriate to the size and conditions of the body of water.

(6) A camp shall not locate a watercraft docking area in a swimming area.

(7) A camp shall ensure that a swimming area is not used for the launching or dropping of water-skiers.

(8) A camp shall observe the rated capacity of a watercraft.

History: 2009 AACCS.