

## **Camp Accreditation Assessment of Standards Compliance- Directions**

### **OM-5 Assessment of Standards Compliance**

Standard – Does the camp have written evidence of a system in practice to verify, at least on an annual basis, that accreditation standards are being followed in applicable aspects of the camp’s operation?

**INTERPRETATION: Continual compliance with applicable standards is expected by the accreditation system and is so stated in the annual Statement of Compliance, signed by the camp representative. Written evidence of a system in practice to assure that the standards are being followed may include, as examples, the date of review by camp staff persons, notations regarding specific areas of compliance, and reports regarding the review system.**

**COMPLIANCE DEMONSTRATION: Visitor Observation of written evidence of annual reviews.**

We have prepared the following worksheet (which can serve as a “checklist” during the two seasons following an accreditation visit) including all standards requiring written documentation. You can use this to document, verify and demonstrate your system to review these items annually.

**Reminder:** All standards requiring written documentation are listed. Not all of these standards are applicable to your camp’s operation.

### **How to use the checklist:**

- For each applicable standard **initial box** for each off-season (1st Season after Visit & 2nd Season after Visit) that standard has been reviewed and that any required written documentation updates have been completed.
- If no written documentation updates were required, **explain/note** in notation box
- For each non-applicable standard **initial N/A-** Not applicable box
- Make any **additional notes or explanations** in notation box
- Standards with one asterisk are **“mandatory”** standards
- **OM-5 Assessment of Standards Compliance**, is not a “mandatory” standard. However, every accredited camp is required to review this standard on an annual basis. An applicable checklist has been distributed for this standard. See - **OM-1 Foundational Practices - A Self-Assessment Tool**

**Please Note:** This checklist is a suggested tool for compliance with this standard. You are not required to use this if you have implemented a different system. Your visitor may request to see the **actual documentation** which demonstrates compliance, for any of the standards you have noted on this checklist.



Camp \_\_\_\_\_

**Camp Accreditation Assessment of Standards Compliance Checklist**

<b>Standard</b>	<b>1<sup>st</sup> Season after Visit</b>	<b>2<sup>nd</sup> Season after Visit</b>	<b>N/A Not applicable</b>	<b>Notations regarding specific areas of compliance, and reports regarding the review system</b>
<b>SF-Site and food Service</b>				
SF-4				
SF-5				
SF-6				
SF-7				
SF-12				
SF-20				
SF-22				
SF-25				
SF-27				
SF-28				
<b>TR-Transportation</b>				
*TR-1				
TR-2				
TR-5				
TR-6				
TR-7				
TR-9				
TR-12				
TR-13				
TR-14				
TR-15A				
TR-15B				
TR-16				
TR-17				
TR-18				

<b>HW- Health and Wellness</b>				
<b>Standard</b>	<b>1<sup>st</sup> Season after Visit</b>	<b>2<sup>nd</sup> Season after Visit</b>	<b>N/A Not applicable</b>	<b>Notations regarding specific areas of compliance, and reports regarding the review system</b>
*HW-1A				
*HW-1B				
*HW-1C				
*HW-1D				
*HW-2				
HW-3A				
HW-3B				
HW-5				
HW-6				
HW-7				
HW-8A				
HW-8C				
HW-11A				
HW-11B				
HW-11C				
HW-11D				
HW-12				
HW-13				
HW-19				
HW-21A				
HW-21B				
*HW-23				
HW-24				
HW-25				

<b>OM- Operational Management</b>				
<b>Standard</b>	<b>1<sup>st</sup> Season after Visit</b>	<b>2<sup>nd</sup> Season after Visit</b>	<b>N/A Not applicable</b>	<b>Notations regarding specific areas of compliance, and reports regarding the review system</b>
**OM-1				
OM-3A				
OM-3B				
OM-5				
OM-6				
OM-7				
OM-8				
OM-9A				
OM-9B				
OM-9C				
OM-9D				
OM-9E				
OM-10				
OM-13				
OM-14				
OM-15A				
OM-15B				
OM-15C				
OM-16				
OM-17A				
OM-17B				
OM-18				
OM-19				
<b>HR-Human Resources</b>				
HR-3A				
HR-3B				
HR-3C				

<b>Standard</b>	<b>1<sup>st</sup> Season after Visit</b>	<b>2<sup>nd</sup> Season after Visit</b>	<b>N/A Not applicable</b>	<b>Notations regarding specific areas of compliance, and reports regarding the review system</b>
*HR-4A				
HR-4B				
HR-4C				
HR-4D				
HR-6				
HR-8				
HR-9A				
HR-9B				
HR-9C				
HR-10A				
HR-10B				
HR-11				
HR-14				
HR-15				
HR-16A				
HR-16B				
HR-18A				
HR-18B				
HR-19A				
HR-19B				
<b>PD- Program Design and Activities</b>				
*PD-1A				
PD-1B				
PD-1C				
PD-1D				
PD-1E				
PD-5				
PD-6A				
PD-6B				

<b>Standard</b>	<b>1<sup>st</sup> Season after Visit</b>	<b>2<sup>nd</sup> Season after Visit</b>	<b>N/A Not applicable</b>	<b>Notations regarding specific areas of compliance, and reports regarding the review system</b>
PD-6C				
PD-6D				
PD-7				
PD-15				
PD-16				
PD-17				
PD-19				
PD-20				
PD-29				
<b>PA- Program Aquatics</b>				
PA-1A				
PA-2				
PA-4A				
PA-4B				
PA-4C				
PA-5A				
PA-5A				
PA-6A				
PA-6B				
PA-8				
PA-11A				
PA-12A				
PA-13A				
PA-13B				
PA-13C				
*PA-14				Names: <span style="float: right;">Cert. Exp.</span>

<b>Standard</b>	<b>1<sup>st</sup> Season after Visit</b>	<b>2<sup>nd</sup> Season after Visit</b>	<b>N/A Not applicable</b>	<b>Notations regarding specific areas of compliance, and reports regarding the review system</b>
*PA-15				Names: Cert. Exp.
*PA-16				
PA-17A				
*PA-17B				
*PA-18				Names: Cert. Exp.
PA-19A				Names: Cert. Exp.
PA-19B				
PA-19C				
*PA-20				Names: Cert. Exp.
*PA-21				Names:
*PA-22				
PA-23A				Names: Cert. Exp.
*PA-23B				Names: Cert. Exp.
PA-27A				Names: Cert. Exp.
PA-27B				Names: Cert. Exp.
PA-28A				
PA-28B				
PA-29A				
PA-29B				
*PA-30A				

<b>Standard</b>	<b>1<sup>st</sup> Season after Visit</b>	<b>2<sup>nd</sup> Season after Visit</b>	<b>N/A Not applicable</b>	<b>Notations regarding specific areas of compliance, and reports regarding the review system</b>
*PA-30B				
*PA-31A				
*PA-31B				
PA-35				
<b>PC- Program Challenge and Adventure</b>				
PC-1				
PC-3				
PC-4				
PC-5A				
PC-5B				
PC-5C				
PC-7A				
PC-7B				
PC-11				
PC-12				
PC-13				
PC-17				
<b>Program- Horseback Riding</b>				
PH-2A				
PH-2B				
PH-3				
PH-4				
PH-5A				
PH-5A				
PH-11				
PH-12				
PH-13				
PH-17				

PT- Program Trip and Travel				
Standard	1 <sup>st</sup> Season after Visit	2 <sup>nd</sup> Season after Visit	N/A Not applicable	Notations regarding specific areas of compliance, and reports regarding the review system
*PT-2				
PT-3A				
PT-4				
PT-5				
PT-6				
PT-7A				
PT-7B				
PT-7C				
PT-8				
PT-10A				
PT-10B				
PT-11				
PT-12				
PT-13				
PT-14				
PT-15				
PT-17				

Notes: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Camp Representative: \_\_\_\_\_ Date: \_\_\_\_\_