

Frequently Asked Questions about the 2019 Standards and Transition

October 2018

Q1: With two sets of standards and two online tools, how do I tell them apart?

A: The standards products released for camps being visited in 2019 and beyond have "2019" in their titles: *Accreditation Process Guide, 2019 Edition*, *My Accreditation v. 2019*, *My Visits v. 2019*.

The earlier standards products have "2012" in their titles: *Accreditation Process Guide, 2012 Edition*, *My Accreditation v. 2012*, *My Visits v. 2012*.

Q2: How do I know what standards to follow in 2019 and beyond?

A: A camp continues to follow the same set of standards under which it was last visited (which could be the 2012 standards for some camps, for up to five more years). The required Annual Statement of Compliance includes a line that states: *If continuing accreditation, I affirm that the camp continues to meet the standards verified by the visitors on the day of the visit as well as all applicable current mandatory standards.*

Q3: Can I start transitioning from the 2012 standards to the 2019 standards?

A: While the standards have been reorganized and some have been reworded, the intent and compliance demonstration hasn't changed significantly. If you are currently meeting the standards (v. 2012), then you are well on the way to being prepared. A chart detailing the changes in standard numbers and titles from 2012 to 2019 will be available on the [ACA website](#), and many resources will include the standard numbers from both the 2012 and the 2019 versions of the standards to assist you in your preparation. It is important to remember that a camp follows the standards under which it was last visited until it is visited again.

Q4: When will I get my new standards book? How will I get it?

A: The printed version of the *Accreditation Process Guide, 2019 Edition* will be distributed to camps being visited in 2019, and in subsequent years, when someone from the camp attends the required training. On occasion, it will be shipped. All camps paying accreditation fees will have access to the 2019 standards on the ACA web-based tool, *My Accreditation v. 2019* (available fall 2019), even if they are not being visited until 2020 or beyond. Anyone can purchase the *Accreditation Process Guide* (APG) from the [ACA Bookstore](#) starting mid-September 2018.

Q5: Will there be any changes to standards for camps not being visited in 2019?

A: Yes. When a mandatory standard is introduced or changed, all camps must come into compliance with the any applicable mandatory standard in the next season (in this case, for the 2019 season).

The National Standards Commission has elevated the level of two current standards to mandatory.

The two standards are:

- SF.3.1 (2012) Contact with Local Authorities/AD.1.1 (2019) Local Emergency Response
- HW.19.1 (2012) Medication Storage and Administration/HW.13.1 (2019)
- HW.28.2 NEW (2012) Health Information (locking of medication for short-term camps and advising rental groups to lock medication)

Q6: What about the Annual Accreditation Report?

A: Any currently accredited camp not having a visit will still be required to complete the Annual Accreditation Report (AAR). This report will include questions about any new mandatory standards as well as questions based on the 2012 standards. The report will be completed between December 1, 2018 and February 1, 2019. All camps required to complete the AAR will be notified by their local office staff.

Q7: Should I keep my “old” APG?

A1: We recommend keeping the *Accreditation Process Guide, 2012 Edition* for several years, even after being visited with the 2019 standards, as you might need it for reference purposes.

Q8: I’m a visitor. Will I need my “old” APG to review the Annual Accreditation Report?

A: All standards referenced in the Annual Accreditation Report will be accessible to the reviewer in a document posted on the ACA Annual Accreditation Report webpage. It is recommended that you keep the APG 2012 Edition for reference purposes.

Q9: I have documents on My Accreditation v. 2012. Will they be moved to My Accreditation v. 2019?

A: No. ACA is unable to move documents from My Accreditation v. 2012 to My Accreditation v. 2019. My Accreditation v. 2012 will be available and functional through 2023. You will need to upload documents to My Accreditation v. 2019 for your next visit, as visitors will NOT have access to My Accreditation v. 2012 after the 2018 season.

Q10: Where can I find resources?

A: ACA will continue to provide and post resources at: ACAamps.org/accreditation-information-forms.

Q11: Do I need any training if I have a visit coming up?

A: Yes! All camps preparing for accreditation visits in 2019 and beyond will need to complete an Accreditation Process Workshop. The workshop is for both people new to the accreditation process AND those who have been part of an accreditation visit or completed standards training in the past. Every camp being visited must have at least one person who completes the workshop on behalf of the camp; that person must actively assist in preparation for the accreditation visit, be on site a significant amount of time during the camp season, and participate fully in the on-site accreditation visit.

Q.12: If my next visit isn’t until 2021, should I/can I take the Accreditation Process Workshop this fall/winter?

A: While you can attend a workshop “early,” we recommend that you wait until the fall/winter prior to your visit. Things might change, including standards and/or parts of the process, which would result in your having to complete the workshop again.

Q13: Do I have to attend the Accreditation Process Workshop in person or can I take it online?

A: We strongly recommend that people attend the in-person workshop, which will be offered in locations around the country throughout the fall and winter. For those who can’t attend an in-person workshop or one isn’t offered in a nearby area, an online option will be available after December 1, 2018.

Q14: How can I view the new standards before I get the new book?

A: All fee-paying camps, including currently accredited camps and those trying for accreditation, will have access to the 2019 standards online through My Accreditation v. 2019 in early fall 2018. The printed version of the standards will also be available for purchase from the ACA Bookstore.

Q15: I'm a standards visitor. What training will I need?

A: All current visitors must complete a Visitor Update Workshop before visiting in 2019 and beyond. This course will cover the new standards from the visitor perspective and will also address the content that will be needed if the visitor is preparing for an accreditation visit at his/her own camp. Visitors who complete the Visitor Update Workshop are not required to complete the Accreditation Process Workshop.

Q16: Why did we need new standards?

A: ACA is committed to providing a relevant, high-quality accreditation program and wants to ensure that the standards are applicable and appropriate for the evolving, diverse camp community that it serves today and in the future. While the standards are continually reviewed, every 5 to 7 years ACA takes an in-depth look at the program and publishes a reviewed, revised, and sometimes rewritten updated edition of the standards.

Q17: I think my camp is due for a visit in 2019. When will I know if we get moved to another year because of the 5-year cycle transition?

A: ACA staff members will confirm the visit years for all camps with a 2019 scheduled visit date by mid-October. If you are scheduled for a 2019 visit, please plan for your 2019 visit unless you hear otherwise.

Questions? Contact a member of the ACA standards team.

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