



Clinton County Health Department

133 Margaret Street, Plattsburgh, New York 12901-2926

“Working Together for a Healthier Community”

www.clintonhealth.org



Public Health
Prevent. Promote. Protect.

Environmental Health & Safety Division

Phone: (518) 565-4870

Fax: (518) 565-4843

Children's Camps

Responsibilities of Local Health Departments

To issue a permit to operate when the required plans and inspection results are satisfactory. To review and approve the required written camp plans for compliance.

To inspect camps to assure that: (1) all physical facilities are properly operated and maintained; and (2) adequate supervision exists to provide a healthy and safe environment in accordance with the New York State Sanitary Code.

To investigate reports of serious incidents of injury, illness and all allegations of abuse or maltreatment.

[Click here](#) for the NYS Injury Report Form (DOH-61a)

[Click here](#) for the NYS Illness Report Form (DOH-61b)

[Click here](#) for the NYS Allegations of Abuse Form (DOH-61)

[Click here](#) for the NYS Exposure to Rabies Form (DOH-61)

When requested, to provide parents or guardians of prospective campers an opportunity to review inspection reports and required plans.

Applying for a Permit to Operate

An application for a permit to operate a children's camp and other required documents must be submitted to the permit-issuing official at your local health department at least 90 days before children and staff are to arrive. A Safety plan must be approved 60 days prior to camp opening. The Clinton County Health Department will help walk you through this application process.

[Click here](#) for the Application for Permit to Operate Form

- **Please Note:**
New Camps please contact CCHD for further instructions regarding start-up procedures. For Permit Renewal information please contact CCHD for further instructions.
Food Services will also need to complete the CCHD Food Service Packet in 'Food Service Establishments' under Businesses.
New Water Systems will also need to complete the CCHD Water System Disinfection Application Packet in 'Public Water Systems' under Businesses' Programs and Services.



“Persons who have any physical mobility or other needs, call the telephone number above to arrange for accommodations”

Documentation for Camp Directors

[Click here](#) for the New York State Department of Health, Children's Camps Website

The following information and documents can be found at the above site:

Regulations, State Sanitary Code: Subpart 7-2: Children's Camps

Forms:

NYS Camp Director's Statement Form (DOH2271)

NYS Children's Camp Facility & Staff Description Form (DOH367) NYS Children's Camp Additional Staff Qualification Form (DOH367a) NYS Children's Camps Written Plan Checklist (DOH2040)

Fact Sheets, Brochures and Other Information:

Water Supply Start-Up Procedures for Children's Camps Bunk Bed Guardrail Requirements
Children's Camps in New York State

Required Certifications:

Cardiopulmonary Resuscitation Certification for Children's Camps and Bathing Facilities First Aid Certification for Children's Camps
Aquatic Certification for Bathing Facilities

Managing Illness in Children's Camps

Procedures for Handling Vaccine Preventable Diseases at Camp

[Click here](#) for the NYS Registry Clearance Form (DSS-3370)

[Click here](#) for the Children's Camp Safety Plan Template

[Click here](#) for the NYS Chlorination Water System Operation Report (DOH-360CFL)

[Click here](#) for the CCHD UV Water System Operation Report

[Click here](#) for the "Bat Management" poster

[Click here](#) for the "Bat Encounters" document

[Click here](#) for Temperature Guidelines for Food Safety

Contact Us

To receive more information, call or visit us at:

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Environmental Health
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[135 Margaret Street](#)
Plattsburgh, NY 12901
Tel: (518) 565-4870*



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