



Ohio Administrative Code

Rule 5101:2-18-10 Emergency, disaster and health-related plans for an approved child day camp.

Effective: October 29, 2021

(A) What are the general emergency, disaster and health requirements for an approved child day camp?

The approved child day camp shall develop a written emergency and disaster plan and train child day camp staff members and employees on each plan annually. Written documentation of this training is to be kept on-site.

(1) The plan is to include procedures that will be used to prepare for and respond to the following types of emergency or disaster situations:

(a) Weather emergencies and natural disasters which include severe thunderstorms, tornadoes, flash flooding or earthquakes.

(b) Emergency outdoor or indoor lockdown or evacuation due to threats of violence which includes active shooter, bioterrorism or terrorism.

(c) Emergency or disaster evacuations due to hazardous materials and spills, gas leaks or bomb threats.

(d) Outbreaks, epidemics or other infectious disease emergencies.

(e) Loss of power, water or heat.

(f) Other threatening situations that may pose a health or safety hazard to the children at the day camp.

(g) Conduct monthly fire and weather emergency drills.



- (2) The emergency and disaster plan are to include details for:
- (a) Shelter in place or evacuation, how the approved child day camp will care for and account for the children until they can be reunited with the parent.
 - (b) Assisting children with special needs and/or health conditions.
 - (c) Reunification with parents.
 - (i) Emergency contact information for the parents and the approved child day camp.
 - (ii) Procedures for notifying and communicating with parents regarding the location of the children if evacuated.
 - (iii) Procedures for communicating with parents during loss of communication, including loss of phone service or internet availability.
 - (d) The location of supplies and procedures for gathering necessary supplies for children if required to shelter in place.
 - (e) What to do if a disaster occurs during the transport of children or when on a field trip or routine trip.
 - (f) Making the plan available to all child day camp staff members and employees.
 - (g) Training of staff or reassignment of staff duties as appropriate.
 - (h) Updating the plan on a yearly basis.
 - (i) Contact with local emergency management officials.
- (B) What is a serious incident?



- (1) Death of a child at the approved child day camp.
 - (2) An incident, injury or illness that requires professional medical consultation or treatment for a child.
 - (3) An unusual or unexpected incident which jeopardizes the safety of a child, child day camp staff member, or employee of an approved child day camp.
- (C) What does the approved child day camp do if there is a serious incident?

The approved day camp is to:

- (1) Log in to Ohio child licensing and quality system (OCLQS) at <https://oclqs.force.com> by the next business day to report the incident as described in paragraph (B) of this rule. This notification does not replace reporting to the public children services agency (PCSA) if there are any concerns of child abuse and/or neglect as required by rule 5101:2-18-09 of the Administrative Code.
- (2) Notify in writing the parents of the child(ren) involved in the serious incident. A copy of the completed serious incident report in OCLQS may be given to the parent or the person picking up the child to meet this notification requirement.
- (3) If a child is transported by anyone other than a parent for emergency treatment the child's health and medical records required by rule 5101:2-18-11 of the Administrative Code are to accompany the child. The child day camp administrator or a child day camp staff member is to stay with the child until the parent assumes responsibility for the child's care.

(D) What are the communicable disease requirements for an approved child day camp?

- (1) Any child enrolled and attending the child day camp with signs or symptoms of illness listed in appendix A to this rule is to be immediately isolated and discharged to their parent or guardian or person designated by the parent or guardian.
- (2) The JFS 08087 "Communicable Disease Chart" is to be displayed in the size available in the



Ohio department of job and family services (ODJFS) forms central in order for individuals to easily read, identify and respond to communicable diseases.

Child day camp staff members and employees are to:

- (a) Follow the requirements listed on the JFS 08087.
 - (b) If the communicable disease is required to be reported to the local health department, the child day camp is to report the communicable disease to ODJFS in accordance with paragraph (B) to this rule by the end of the next business day.
 - (3) No later than the end of the next business day, the child day camp is to notify parents when their child has been exposed to a communicable disease listed on the JFS 08087.
 - (4) The child day camp is to release employees and staff members who have a communicable disease or who are unable to perform their duties due to illness.
- (E) What are the specific procedures the approved day camp needs to follow for standard precautions?
- (1) Blood spills shall be treated cautiously and decontaminated promptly. Disposable vinyl gloves shall be worn during contact with blood or bodily fluids which contain blood, such as vomit or feces in which blood can be seen.
 - (2) Surfaces contaminated with blood or bodily fluids containing blood shall first be cleaned with hot, soapy water and then sanitized with an appropriate bleach solution which is prepared on a daily basis according to product guidelines, or other acceptable disinfectant solution which is environmental protection agency (EPA) rated as hospital disinfectant with a label claim for mycobactericidal activity.
 - (3) Disposal of materials that contain blood requires a sealable, leakproof plastic bag or double bagging in plastic bags that are securely tied.



(4) Non-disposable items, such as clothing that contains blood, shall be placed in a sealable, leakproof plastic bag or double bagged in plastic bags that are securely tied and sent home with the child.

(5) Sharp items used for procedures on children with special care needs, such as lancets for finger sticks or syringes, require a disposable container called a "sharps container." This is a container made out of durable, rigid material which safely stores the lancets or needles until they are disposed of properly. Sharps containers are to be stored out of the reach of children.