

# Los Angeles County Department of Public Health (LAC DPH) Guidelines for COVID-19 Prevention in Children's Overnight/Organized Camps

Recent updates: (Changes highlighted in yellow)

4/4/2023:

- This update aligns with the new California Department of Public Health (CDPH) [Guidance for Local Health Jurisdictions on Isolation and Quarantine of the General Public](#) that took effect on March 13, 2023.
- Updates also reflect the new [Los Angeles County Department of Public Health Guidelines for COVID-19 Cases \(Isolation\) and Close Contacts](#) that went into effect on March 13, 2023, replacing the now rescinded Los Angeles County Public Health Emergency Orders regarding isolation and quarantine for the general public.
- Eliminates specific outdated recommendations.

The Los Angeles County Department of Public Health (LAC DPH) is adopting a targeted public health response to reduce the risk of disease transmission and outbreaks at Children's Overnight/Organized Camps. COVID-19 continues to pose a risk to communities and, especially, to individuals more vulnerable to severe disease and consequences of COVID-19, including older adults, persons who are immunocompromised or have certain underlying health conditions, as well as anyone who remains unvaccinated. Everyone should continue to take precautions to reduce the risk of spread in order to protect the most vulnerable among us. The guidance below is specific to and designed for Children's Overnight/Organized Camp settings. Please note that businesses such as overnight camps are free to implement more protective measures in their safety requirements than County orders mandate.

*Organized Camp (Camp) includes Children's Camps that are defined in Los Angeles County Code, Section 8.04.081 and are required to have a Public Health Permit to operate. An organized camp is a site with programming and facilities established for the primary purpose of providing an overnight group living experience for recreational or other purposes for five days or more during one or more seasons of the year. A Notice of Intent to Operate must be submitted to the Environmental Health Division [Communityhealth@ph.lacounty.gov](mailto:Communityhealth@ph.lacounty.gov).*

Employers who fall under the scope of the [Cal/OSHA COVID-19 Prevention–Non-Emergency Regulations](#) must remain in compliance with those provisions.

Day camps, beach camps and surf camps must comply with the [LAC DPH Guidelines for the Prevention of COVID-19 in Day Camps](#).



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**Please note:** Since this document may be updated as additional information and resources become available, be sure to check the **LAC DPH** website <http://www.ph.lacounty.gov/media/Coronavirus/> regularly for any updates to this document.

This checklist covers:

- (1) Workplace policies and practices to protect employee health
- (2) Measures to optimize infection control
- (3) Communication with employees and the public
- (4) Measures to ensure equitable access to critical services

These **four** key areas should be addressed as your facility develops its own operating **procedures**.

**All Overnight Camps covered by this guidance should implement all applicable measures listed below.**

**Children's  
Overnight/Organized Camp  
Name:** \_\_\_\_\_

**Facility Address:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## **A. WORKPLACE POLICIES AND PRACTICES TO PROTECT EMPLOYEE HEALTH (CHECK ALL THAT APPLY TO THE FACILITY)**

All employees (including paid staff and volunteers; referred to collectively as "employees") have been told not to come to work if sick. Anyone with new onset of symptoms consistent with COVID-19 is strongly recommended to undergo diagnostic testing with an FDA-authorized COVID-19 test, which may include self-administered over-the-counter tests. Anyone testing positive or told by a health care provider that they have COVID-19 must follow DPH instructions for [self-isolation](#) and be excluded from work. For more information, refer to [Table 1: Exclusion Requirement for Employees With COVID-19 Infection](#).

- Workplace leave policies have been reviewed and modified to ensure that employees are not penalized when they stay home due to illness.



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- ❑ Employees who have been exposed to a person who has COVID-19 must follow Cal/OSHA COVID-19 Prevention Non-Emergency Regulations. Anyone who develops symptoms after exposure must isolate immediately and should get a diagnostic test for COVID-19 (see [TK-12 Flow Chart](#) for detailed guidance). For more information on workplace guidance and return to work, refer to [Responding to COVID-19 in the Workplace](#).
- ❑ Upon being informed that one or more employees test positive for or has been clinically diagnosed with COVID-19 (case), the employer has a plan in place to have the case(s) immediately isolate themselves and ensure that all employees that had a workplace exposure to the case(s) follow [Cal/OSHA COVID-19 Prevention – Non-Emergency Regulations](#). See [Responding to COVID-19 in the Workplace](#) for further information. The employer's plan should consider a **strategy for testing** all exposed employees for COVID-19 for early identification of additional cases and to determine whether there have been additional workplace exposures, which may require additional COVID-19 control measures.
- ❑ In the event that 3 or more COVID-19 **epidemiologically-linked** cases are identified within the Camp in a span of 14 days, the employer should **immediately report** a cluster to LAC DPH using the secure web application: Shared Portal for Outbreak Tracing (SPOT): [https://spot.cdph.ca.gov/s/?language=en\\_US](https://spot.cdph.ca.gov/s/?language=en_US). If there are multiple cases to report, facilities can submit their reports using the "Bulk Upload Template" located within the SPOT Portal. All cluster notifications should be submitted within **1 business day** of being notified of the third case in the cluster. Camp operators may refer to the [COVID-19 Exposure Management Plan Guidance in TK-12 Schools](#) for detailed requirements and recommendations around reporting and notifications. LAC DPH will work with the day camp to determine whether the cluster is an outbreak that will require a public health outbreak investigation. Camps that need assistance on COVID-19 **cluster** reporting or exposure management processes can contact [ACDC-Education@ph.lacounty.gov](mailto:ACDC-Education@ph.lacounty.gov). **Epidemiologically-linked cases** are individuals who were present at some point in the same setting during the same time period while either or both were infectious, even without an identified close contact.
- ❑ Employees who work indoors and have close contact with others must be offered, at no cost, medical-grade masks and respirators for voluntary use. See [COVID-19 Ongoing Requirements for Employers](#).
- ❑ If specialized staff (for example, speech language pathologists) are providing direct services to attendees, they should take preventive measures to limit the potential transmission of COVID-19, including getting vaccinated, wearing masks **indoors when working with their patients (campers)**, and other necessary personal protective equipment.



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- Cabins, bunkhouses or similar defined spaces used for employee housing at the camp must follow [Cal/OSHA COVID-19 Prevention – Non-Emergency Regulations](#) specific to employer provided housing.
- Restrooms and other common areas are **routinely** cleaned, but no less than once per day during operating hours, on the following schedule:
  - Restrooms \_\_\_\_\_
  - Other \_\_\_\_\_
- Cleaning products should not be used near children, and camp staff should ensure that there is adequate ventilation when using these products to prevent children or themselves from inhaling toxic fumes. Disinfectant and related supplies are available to employees at the following location(s):  
\_\_\_\_\_

Always read and follow the directions on how to use and store cleaning and disinfecting products.

- Hand sanitizer effective against COVID-19 is available to all employees at the following location(s):  
\_\_\_\_\_
- Employees are reminded to wash their hands frequently.
- A copy of **this guidance** has been distributed to each employee.
- Monitor staff absenteeism and have a roster of trained back-up staff where available.
- All policies described in this checklist other than those related to terms of employment are applied to staff of delivery and any other companies who may be on the premises as third parties.
- Optional—Describe other measures:  
\_\_\_\_\_  
\_\_\_\_\_

**B. MEASURES FOR INFECTION CONTROL**

- Have an Emergency Operations Plan (EOP) in place to protect staff, attendees, families, and communities from the spread of COVID-19. Camp operators should review, update, and implement the EOP. This plan should be communicated with staff, families, and attendees.



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- ❑ Ensure all camp staff and families are aware of the EOP, enhanced sanitation practices, physical distancing recommendations, proper use, removal and washing or disposal of masks, screening practices and COVID-19 specific exclusion criteria.
- ❑ If transport vehicles (e.g., buses) are used by the Camp, drivers should practice all safety actions as indicated for other staff (e.g., hand hygiene, masks, and physical distancing).
  - Masks are strongly recommended, but not required, for drivers and passengers.
  - Keep all windows open as much as possible to maintain good ventilation. Avoid using recirculated air options while there are passengers in the vehicle; use the vehicle's vents to bring in fresh outside air.
- ❑ If serving meals in an indoor communal dining area, it is recommended that measures be put in place to increase ventilation.
- ❑ Follow CDPH Guidance on COVID-19 and Improving Indoor Air Quality <https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/COVID-19-and-Improving-Indoor-Air-Quality-in-Schools.aspx> Effective ventilation is one of the most important ways to mitigate transmission via small particles (aerosols)
- ❑ Camps with indoor sports should also refer to DPH [COVID-19 Prevention Best Practices for Gymnasium Ventilation](#)
- ❑ For activities that generate respiratory droplets such as heavy exertion or singing, consider increasing the distance between individuals to minimum six (6) feet preferred, and, when feasible, do these activities outside to reduce the risk of exposure.
- ❑ If opening windows poses a safety or health risk, consider alternate strategies for improving air flow such as maximizing central air filtration for HVAC systems (targeted filter rating of at least MERV 13) or using portable air cleaners.
- ❑ Designate a staff person (e.g., camp nurse or healthcare provider) to be responsible for responding to COVID-19 concerns. All camp staff and families should know who this person is and how to contact them. This individual should be trained to coordinate the documentation and tracking of possible exposures, in order to notify local health official within 1 business day of a cluster of 3 or more COVID-19 linked cases being identified.
- ❑ Ensure adequate supplies to support healthy hygiene behaviors, including soap, tissues, no-touch trash cans, and hand sanitizers with at least 60 percent ethyl alcohol for staff and those attendees who can safely use hand sanitizer. Teach attendees the following personal protective measures:
  - Washing hands regularly before and after eating; after coughing or sneezing; after being outside; and after using the restroom.
  - Avoid touching your eyes, nose, and mouth.



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- Cover coughs and sneezes.
- Use a tissue to wipe your nose and cough/sneeze inside a tissue or your elbow.
- ❑ Consider routines enabling camp staff and attendees to regularly wash their hands at staggered intervals.
- ❑ Attendees and staff should wash their hands for 20 seconds with soap, rubbing thoroughly after application, and use paper towels (or single use cloth towels) to dry hands thoroughly.
- ❑ Staff should model and practice handwashing. For example, for younger attendees, use bathroom time as an opportunity to reinforce healthy habits and monitor proper handwashing.
- ❑ Attendees and staff should use hand sanitizer when handwashing is not practicable. Sanitizer must be rubbed into hands until completely dry. Note: frequent handwashing is more effective than the use of hand sanitizers, especially when hands are visibly dirty.
- ❑ Children under age 9 should use hand sanitizer under adult supervision. Call Poison Control if consumed: 1-800-222-1222. Ethyl alcohol-based hand sanitizers are preferred and should be used when there is the potential of unsupervised use by children. Isopropyl hand sanitizers are more toxic and can be absorbed through the skin.
- ❑ Frequently touched surfaces such as door handles, light switches, sink handles, bathroom surfaces, tables, and surfaces in transportation vehicles should be routinely cleaned.
- ❑ When choosing cleaning products, use those approved for use against COVID-19 on the Environmental Protection Agency (EPA)-approved list “N” and follow product instructions. These products contain ingredients which are safer for individuals with asthma.
- ❑ Use disinfectants labeled to be effective against emerging viral pathogens, following label directions for appropriate dilution rates and contact times. Provide employees training on the hazards of the chemicals, manufacturer’s directions, and Cal/OSHA requirements for safe use.
- ❑ Custodial staff with the responsibility of cleaning and disinfecting the site must be equipped with proper protective equipment, including gloves, eye protection, respiratory protection, and other appropriate protective equipment as required by the product instructions. All products must be kept out of children’s reach and stored in a space with restricted access.
- ❑ When cleaning, air out the space before attendees arrive; plan to do thorough cleanings when attendees are not present. If using air conditioning, use the setting that brings in fresh air. Replace and check air filters and filtration systems to ensure optimal air quality.

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## IF STAFF OR ATTENDEES BECOME ILL

- ❑ Implement strategies for when someone gets sick. Isolate staff or attendees with symptoms away from others immediately and refer them to testing. They should remain isolated until the test result is returned. Medical care should be provided as needed.
- ❑ Identify an isolation room or area to separate anyone who exhibits symptoms of COVID-19.
- ❑ Ensure they are wearing a [well-fitting respirator or medical mask](#) if they are over the age of 2 and do not have problems putting on or removing the mask or have issues breathing with the mask on.
- ❑ The attendees or staff exhibiting symptoms should remain in the isolation room until they can be transported home or to a healthcare facility, as soon as practicable.
- ❑ Establish procedures for safely transporting anyone sick to their home or to a healthcare facility, as appropriate. Call 9-1-1 without delay if the individual develops persistent pain or pressure in the chest, confusion, or bluish lips or face.
- ❑ Advise staff members and attendees diagnosed with COVID-19 they must not attend camp until the criteria outlined in the following guidance is met:
  - [DPH Guidelines for COVID-19 Cases \(Isolation\) and Close Contacts](#) and [Employees with COVID-19 Guidance for Return to Work](#).
- ❑ If the camp has a nurse or other healthcare provider, they should be provided and wear appropriate personal protective equipment, including N95 respirators, and use Standard and Transmission-Based Precautions when caring for sick people.
- ❑ For actions to take upon being informed that a staff member or attendee tests positive for or has been clinically diagnosed with COVID-19, refer to DPH guidance [Exposure Management Plan for TK-12 Schools](#) for detailed requirements and recommendations around management of cases, identification of and actions for close contacts, and cluster reporting procedures to LAC DPH.
- ❑ Facilities are **required** to notify LAC DPH of **any cluster of 3 or more** confirmed COVID-19 **cases** who **were epidemiologically-linked and on site** at any point within the 14 days prior to becoming ill. All camp-associated COVID-19 **clusters** should be reported online through the secure web application: Shared Portal for Outbreak Tracing (SPOT): [https://spot.cdph.ca.gov/s/?language=en\\_US](https://spot.cdph.ca.gov/s/?language=en_US). Facilities can submit **multiple cases in** their reports using the "Bulk Upload Template" located within the SPOT Portal. All **cluster notifications to Public Health** should be submitted within 1 business day of being notified of the **third, or last, case in the cluster**. LAC DPH **will work with the camp to determine whether the cluster is an outbreak that will require a public health outbreak investigation**. Camp operators may refer to the [Exposure Management Plan for TK-12 Schools](#) for



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detailed requirements and recommendations around **exposure management and reporting** and can contact [ACDC-Education@ph.lacounty.gov](mailto:ACDC-Education@ph.lacounty.gov) for any assistance. Cleaning and disinfect areas where people have obviously been ill (for example, vomiting on facility surfaces).

- Ensure a safe and correct application of disinfectants using personal protective equipment and ventilation recommended for cleaning. Keep cleaning and disinfectant products away from children.
- In consultation with the local public health department, the appropriate camp official should consider if closure is warranted and length of time of closure based on the existing risk level within the specific community.

## C. MEASURES THAT COMMUNICATE TO THE PUBLIC

- Maintain communication systems that allow staff and families to self-report symptoms and receive prompt notifications of exposures and closures, while maintaining confidentiality.
- A copy of **these guidelines** is posted at all public entrances to the facility. Facilities must keep a copy of **these guidelines** onsite at the facility for review, upon request.
- Signage is displayed that remind camp staff, attendees and visitors that wearing of masks indoors is strongly recommended in alignment with current health officer orders.
- Signs are posted that instruct visitors that they should stay home if sick with respiratory symptoms.
- Online outlets of the establishment (website, social media etc.) provide clear COVID-19 safety information.





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**D. MEASURES THAT ENSURE EQUITABLE ACCESS TO CRITICAL SERVICES**

- Services that are critical to the attendees have been prioritized.
- Measures are instituted to assure services for attendees who have mobility limitations and/or are at high risk in public spaces.

**Any additional measures not included above should be listed on separate pages, which the business should attach to this document.**

**You may contact the following person with any questions or comments about this protocol:**

**Business Contact Name:** \_\_\_\_\_

**Phone number:** \_\_\_\_\_

**Date Last Revised:** \_\_\_\_\_