

(11) An in-service training program exists	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
R 400.11111 Number of staff.			
(1) The licensee adheres to a written staffing schedule	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(2) The ratio of adult staff members to campers is met and at least 2 adult staff members are on duty and in camp. <u>Below</u> <input type="checkbox"/> Awake = 1 for 10 <input type="checkbox"/> Sleep = 1 for 14 <u>13 or Older</u> <input type="checkbox"/> 1 for 14 <u>Handicapped</u> <input type="checkbox"/> Awake = 1 for 3 <input type="checkbox"/> Sleep = 1 for 6	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(3) The camp director is not included in determining the staff member camper ratio and does not serve full-time as the health officer or as the aquatics supervisor, in camps over 50 campers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
R 400.11113 Behavior Management. [Does not apply to site licenses-R400.111106(2)]			
(1) The licensee has and follows a written camper behavior management policy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(2) Policy includes methods for the positive behavior management policy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(3) The policy covers all required topics Camper shall not be deprived of: <input type="checkbox"/> Food <input type="checkbox"/> Sleep <input type="checkbox"/> Placed Alone Subjected to: <input type="checkbox"/> Hazing <input type="checkbox"/> Ridicule <input type="checkbox"/> Threat <input type="checkbox"/> Corporal Punishment <input type="checkbox"/> Excessive Physical Exercise <input type="checkbox"/> Excessive Restraint	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(4) A copy of the policy is furnished to all staff members	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
R 400.11115 Protection laws			
The licensee has implemented a written plan to assure compliance with the child protection law and the adult protection law. The plan includes reporting responsibilities, confidentiality, and separation of alleged perpetrator from campers for as long as necessary to protect the safety and welfare of the campers.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
R 400.11117 Camper Records			
(1) A current roster of all campers is maintained	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(2) Records for each camper are kept at the camp and include all the following information: <input type="checkbox"/> Camper Name, Age, Address <input type="checkbox"/> Arrival/Departure Dates <input type="checkbox"/> Authorized Person, Name, Address, Phone <input type="checkbox"/> Special Needs, Limitations, adaptations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(3) A written plan for release of campers has been established and includes all of the required information <input type="checkbox"/> When Released <input type="checkbox"/> Where Released <input type="checkbox"/> How <input type="checkbox"/> To Whom	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
R 400.11119 Health service policy. [Does not apply to site licenses-R400.111106(2)]			
(1) The licensee has and follows an appropriate written health service policy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(2) The health service policy has been established in consultation with and review annually by a licensed physician	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(3) The health service policy covers all of the required content <input type="checkbox"/> Health Screening <input type="checkbox"/> Emergency Services/Transportation <input type="checkbox"/> First Aid and Health Care Supplies <input type="checkbox"/> Disease Prevention <input type="checkbox"/> On-call Consultation <input type="checkbox"/> Storage/Administration Medications	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<input type="checkbox"/> Away from Site Procedures	<input type="checkbox"/> Daily Observation			
<input type="checkbox"/> Parent Notification	<input type="checkbox"/> Health Officer Staffing			
R 400.11121 Health care staff: day camp [Does not apply to site licenses-R400.111106(2)]				
(1) In a day camp with less than 20% campers with disabilities, the camp has an agreement with the local emergency service provider or an EMT or A health officer is on duty or properly licensed or certified.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(2) In a camp where 20% of the camper population are campers with disabilities, the health officer is on duty and properly licensed or certified	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(3) The health officer holds out-of-state license	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
R 400.11122 Health care staff: residential; troop; travel camp				
(1) The health officer has current CPR certification	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(2) A health officer is on duty or in residence at the camp	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(3) The health officer is on duty and properly licensed or certified	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(4) The health officer holds out-of-state license	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
R 400.11123 Health facilities.				
(1) A resident camp and a day camp shall have a designated area to serve as a health center	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(2) The temporary isolation of any person in camp who is suspected of having a contagious disease is provided. The place of isolation ensures privacy and quiet and is not located in or directly adjacent to food areas.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(3) Locked storage of all drugs and medication is provided	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
R 400.11125 Health requirements for staff.				
(1) A health history statement for each staff member is maintained and safeguarded.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
R 400.11127 Health requirements for campers [Does not apply to site licenses-R400.111106(2)]				
(1) For each camper, a statement signed by an authorized person is maintained which authorizes the camp to consent to emergency and routine medical care	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(2) A health history statement which includes all the required information signed by an authorized person for each camper, is maintained in the camp	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Current Drugs or Medications	<input type="checkbox"/> Immunization Status			
<input type="checkbox"/> Allergies	<input type="checkbox"/> Any special health and behavioral considerations			
<input type="checkbox"/> Physical Limitations				
(3) Health information is properly maintained and safeguarded	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(4) Camper health cards are maintained for three years	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(5) Camp follows health and behavioral instructions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(6) During off-site overnight activities, the medical treatment consent form, the health history statement, and the emergency contact information accompanies the camper	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(7) Campers are screened within the first 24 hours	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The health screening includes all of the required content	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Medication(s) Check-in	<input type="checkbox"/> Health History Review			
<input type="checkbox"/> Medication(s) in Original Containers	<input type="checkbox"/> Physical State Observation			
<input type="checkbox"/> Campers Needs Discussion				

(8) A permanent medical record which lists all required information, is maintained <input type="checkbox"/> Treatment Date <input type="checkbox"/> Name <input type="checkbox"/> Ailment <input type="checkbox"/> Treatment <input type="checkbox"/> Treater	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(9) A written report is submitted in the event of the death of a camper or when a camper accident or illness results in an overnight stay in a hospital. A camp shall submit the report within 48 hours of the death, injury, or illness. (Upon review of the medical record, all applicable reportable incidents were reported to the department and all incident reports since last onsite were reviewed as part of this inspection).	<input type="checkbox"/>	<input type="checkbox"/>	
R 400.11131 Nutrition and food service.			
(1) The licensee has and follows an appropriate written policy for the nutrition and food service program The policy covers all of the required subjects <input type="checkbox"/> Meal Pattern <input type="checkbox"/> Meal Hours <input type="checkbox"/> Service Type <input type="checkbox"/> Special Diets	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(2) At least 3 meals are served each day in a resident or travel camp	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(3) Meals are sufficient in quantity and meet or exceed current nutritional guidelines	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(4) Special dietary needs are provided for in accordance with instruction from the camper's authorized person or a physician	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(5) Each week's menu is maintained on file until the end of the camp season	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
R 400.11133 High adventure activities (See R400.11403 for findings)			
R 400.11143 Transportation policy statement; vehicles and drivers; hayrides; watercraft.			
(1) The licensee has established and follows written policies for program and emergency transportation The policies include all of the required content <input type="checkbox"/> Driver Qualifications <input type="checkbox"/> Vehicle Inspection <input type="checkbox"/> Supervision <input type="checkbox"/> Emergency Evacuation <input type="checkbox"/> Loading/Unloading	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(2) The driver of any vehicle transporting campers is an adult and possesses a properly classified and valid license	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(3) Vehicles used for the transportation of campers are appropriately licensed and inspected	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(4) The driver and all passengers are properly restrained by the use of passenger safety belts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(5) Campers are transported only in vehicles designed for passenger transportation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(5) (a),(b),(c) The hay wagon used for hayrides is properly outfitted (marked/lighted, sideboards) and utilized (adult staff riding and supervising campers, campers keeping hands/feet inside the perimeter of the hay wagon)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(6) A vehicle is available at all times in a resident camp or a day camp for emergency use	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(7) Watercraft used to transport campers to and from campsite shall have a rated capacity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
R 400.11145 Traveling groups. [Does not apply to site licenses-R400.11106(2)]			
(1) 2 staff members, at least one adult, accompany any group	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(2) A travel plan with itinerary and pre-established check-in times is on file at the resident camp for a group of campers traveling away from the resident camp	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(3) A staff member has training, and certification based on availability of emergency medical services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

R 400.11146 Travel and troop camps. [Does not apply to site licenses-R400.11106(2)]			
(1) A travel plan that includes the itinerary and pre-established check-in times is left with a designated home base person	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(2) A copy of the itinerary and the name and telephone number of the home base person is provided to the department and to each camper's authorized person	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(3) A pre-established emergency assistance plan is initiated upon the failure of a travel camp to meet a check-in time	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
R 400.11147 Reporting changes or cancellations to department.			
A change or cancellation is reported by the licensee to the department	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
R 400.11149 Site; emergency procedures; plans; use of facilities; equipment; fire drills.			
(1) The site and facilities of the camp do not present a fire, health or safety hazard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(2) Written procedures for response to potential emergencies and disasters have been established	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(3) The camp uses a campsite and facilities which comply with these administrative rules	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(4) Equipment used in the camp is in good repair and is safe for campers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(5) Fire safety orientations are conducted for each new group of campers and written record maintained for the season.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

FIRE SAFETY (PART 2)

R 400.11201 Applicability			Compliant	Non-Compliant	Not Applicable
QFI Inspection Date: (Completed within two-year period)	Rating:	QFI Name:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
R 400.11227 Occurrence of fire. (Upon review, all applicable reportable fire incidents were reported to the department and all incident reports since last onsite were reviewed as part of this inspection).			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ENVIRONMENTAL HEALTH AND SAFETY (PART 3)

R 400.11302 Applicability			Compliant	Non-Compliant	Not Applicable
EHI Inspection Date: (Completed within one-year period)	Rating:		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

HIGH ADVENTURE ACTIVITIES (PART 4)

Responsibility for High Adventure Activities:	PROGRAM and SITE operator are same licensee: <input type="checkbox"/> Yes <input type="checkbox"/> No (see below the who is responsible for operating high adventure activities)	
Camp SITE Licensee: <input type="checkbox"/> <i>When SITE licensee responsible for the high adventure activity, PART 4 review can be found on the SITE license LSR. A listing of high adventure activities offered to the program can be found in R400.11403.</i>	Camp PROGRAM Licensee: <input type="checkbox"/> <i>When citations are found for a program licensee not operating the high adventure activity, cite R400.11403 when violations are found</i>	
High Adventure Activity means "a camp program that requires specially trained staff or special safety precautions to reduce the possibility of an accident." [R400.11401(1)]		
R 400.11401 High adventure activities; definition, written statement; adult activity leader. (All Citations for items (1), (2), (3) are checked and addressed in the findings box below the activity)		
(1) The camp has accurately identified all high adventure activities that meets the definition of "high adventure activity".		

(2) Develop and assure adherence to a written program statement covering all the following:

- (a) Activity leader training and experience qualifications
- (b) Specific staff-to-camper ratio appropriate to the activity
- (c) Classification and limitations for camper participation
- (d) Arrangement, maintenance, and inspection of the activity area
- (e) Appropriate equipment and inspection and maintenance
- (f) Safety precautions

(3) Conducted by an adult activity leader who has training or experience in conducting the activity

	Compliant	Non-compliant	Not Applicable		Compliant	Non-Compliant	Not Applicable
Boating	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Archery	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sailing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Riflery	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Canoeing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Cycling	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Swimming	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hiking/Backpacking	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wading	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Obstacle Course (Low)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Water-Skiing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Rappelling/Climbing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Waterslide	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	High Ropes Course	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Go Carts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Zipline	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Travel Groups	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Horseback Riding	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gymnastics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(Consider winter sports)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

R 400.11403 Applicability. (R400.11133)

(1) Campsite licensee complies with the high adventure rules for each high adventure activity

(2) Camp program licensee, at an unlicensed site, complies with the high adventure rules for each high adventure activity

R 400.11405 Certified Aquatic Supervisor.

(1) The aquatic supervisor is an adult, properly trained and certified, responsible for the enforcement of safety rules and procedures governing all aquatic activity, and be present during all aquatic activity.

(2) The number of aquatic supervisors needed for an aquatic activity shall be 1 certified aquatic supervisor for up to 50 campers. For more than 50 campers, an additional certified aquatic supervisor is required.

(3) Camps using MDEQ licensed public swimming pools shall verify the pool is currently licensed and in compliance with MDEQ standards for lifeguards. The camp is responsible for complying with R400.11111(number of staff) to ensure adequate supervision of campers. If pool not required to have lifeguards by MDEQ, the camp follows the standards for aquatic supervisors in subrule (2).

(4) Certified aquatic supervisor is appropriate certified as specified in the high adventure statement for each aquatic activity and standards adopted by reference R400.11103.

(5) The aquatics staff is not engaged in any activity that distracts them from their duties

R 400.11407 Aquatic observers.

(1) Aquatic observer has received training in all required content

(2) The requirement is met for number of aquatic observers needed for each aquatic activity

(3) Camps using MDEQ licensed swimming pools meets the requirement for number of aquatic observers needed for each aquatic activity

(4) The aquatics staff is not engaged in any activity that distracts them from their duties

R 400.11409 Swimming area; lifesaving equipment.

(1) Areas for advanced swimmers, intermediate swimmers, and non-swimmers have been clearly delineated

(2) Lifesaving equipment is provided for each permanent swimming area, is immediately available in case of emergency, and at minimum includes all the required items.

Signal Devices Reaching Devices Throwing Device
 Backboard & Straps First Aid Kit Rescue Tube

(3) Lifesaving equipment is provided for all non-swimming aquatic activities, at temporary swimming site, is immediately available in case of emergency, and at minimum includes all required items.

Signal device Throwing device First aid kit

R 400.11411 Aquatic procedures.

(1) Each camper is classified according to their aquatic ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(2) The licensee does not permit a camper to participate in an aquatic activity requiring higher skills than the camper's swimming classification	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(3) A method for supervising campers involved in an aquatic activity is enforced, including procedures for check-in, check-out, and the periodic accounting of each camper at least once every 10 minutes.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(4) A written aquatic emergency plan has been established, is followed, and covers all required content. <input type="checkbox"/> Procedures/drills <input type="checkbox"/> Accountability <input type="checkbox"/> Evacuation <input type="checkbox"/> Service notification	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(5) The aquatic supervisor ensures that the ratio of 1 aquatic observer for every 10 campers is maintained at sites other than a permanent camp waterfront, accounting system is used, and account of campers completed at least once every 5 minutes.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(6) Swimming is conducted only during daylight hours <input type="checkbox"/> Camp has lighted pool	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(7) Headfirst diving areas are designated, and the water is not less than 5 feet deep	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(8) Diving meets minimum requirements <input type="checkbox"/> Height from water <input type="checkbox"/> Water depth <input type="checkbox"/> Clearance distance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
R 400.11413 Watercraft and waterskiing.			
(1) Watercraft activities are conducted only during daylight hours	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(2) The camp ensures that an occupant of a watercraft wears an appropriately sized, coast guard approved, personal flotation device.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(3) A sized Coast Guard approved personal flotation device approved for water skiing is worn by any water-skier or other towed activity participant.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(4) Non-swimmers are not permitted in a sailboat unless accompanied by an adult swimmer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(5) The aquatic supervisor or an adult aquatic observer has immediate access to an emergency watercraft, appropriate for size and capacity to provide emergency assistance appropriate to the size and conditions of the body of water.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(6) The watercraft docking area is not in a swimming area	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

AREAS OF NON-COMPLIANCE/CORRECTIVE ACTION PLAN

Areas of non-compliance notated on this report, require a corrective action plan (CAP). Items of non-compliance requiring a written corrective action plan are noted within the report.

The written corrective action plan is due 15 days from the date this inspection report was sent and must include the following:

- How compliance with each rule will be achieved.
- Identification of who is directly responsible for implementing the corrective action for each violation.
- Specific time frames for each violation as to when the correction will be completed or implemented.
- How continuing compliance will be maintained once compliance is achieved.
- The signature of the responsible designee and a date.

If you fail to submit an acceptable corrective action plan, disciplinary action may result.

Additional Comments:

RECOMMENDATION

RENEWAL INSPECTION

- I recommend Issuance of a regular license.
- Contingent upon receipt of acceptable **written CAP**, I recommend a regular license will be issued.

INTERIM INSPECTION

- I recommend the status of the license remains unchanged.
- Contingent upon receipt of acceptable **written CAP**, I recommend the status of the license remain unchanged.

Disciplinary action is recommended. You will be notified in writing of the department's intention and your options for resolution of this matter.

Consultant's Signature

Consultant's Printed name

Telephone Number

Date Report Sent

			Click or tap to enter a date.
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LARA is an equal opportunity employer/program.