

# Swimming Pool/ Spa Safety Plan

Name of Facility:

Facility Address:

City/State/Zip:

## **A. Organization and Management**

1.) Outline the Chain of Command for your facility below:

2.) **Pool Job Duties and Descriptions** - enter the job duties that are carried out by each position in your facility below:

<b>Title</b>	<b>Pool Job Duty</b>	<b>CPR or First Aid Certification **</b>
Owner/Operator/ General Manager		
Front Office Manager		
Front Desk Supervisor		
Maintenance Person		
Housekeeping		
Other (Please Specify)		

\*\*CPR and First Aid Certification are highly recommended but not required at your facility. If there are any employees who are certified in CPR or First Aid please indicate this in the box provided.

**All personnel are responsible for enforcing rules and regulations of the pool/spa and surrounding area, preparing written reports of any incidents, and identifying any safety hazards or concerns.**

## **B. Injury Prevention**

**1.) Daily Inspection/Maintenance** – Indicate below the title of the person who is responsible for the daily inspections of the facility (minimum of 3) to assure that adequate safety levels are maintained. Any problems such as unsafe water conditions, broken equipment, loose ladders, electrical equipment malfunction, broken/loose main drain grates etc. will be reported to the owner/operator/general manager and immediately corrected. The facility is also responsible for maintaining records on the testing of the pool and/or spa water (minimum of 3 times daily) and operation of the applicable systems.

is responsible for the daily inspections of the swimming pool and/or spa.

is responsible for testing the pool and/or spa water and maintaining the systems.

**2.)** The following areas are potentially hazardous that are marked, constantly supervised, or will be eliminated (check all that apply).

Diving Boards       Slides                       Starting Blocks                       Fill Spouts

Diving boards and slides are to be used by one person at a time. Sliding is only allowed in an upright and seated position.

**3.) Rules and Regulations** – Proper signage is posted in the pool area for the pool and/or spa which state the rules and regulations of pool and spa usage (See attached signage requirements).

Location of the Pool Signage:

Location of the Spa Signage:

**4.) Environmental Conditions and Weather**- If adverse weather conditions directly or indirectly affect the pool, \_\_\_\_\_ will ask the individuals using the facility to evacuate the pool and/or spa area. Signs will then be posted notifying patrons that the pool has been closed. The area will be monitored to ensure adherence to evacuation.

**5.) Bather Capacity of the Facility**- the capacity limit for the facility will be enforced at all times. Staff should frequently monitor the pool area.

The Pool Capacity is \_\_\_\_\_ persons.

The Spa Capacity is \_\_\_\_\_ persons.

**6.) Supervision**- This is a supervision level IV facility. Each guest upon check in shall receive a “Pool/Whirlpool Brochure/Statement” which outlines the rules and regulations that are posted in the pool area. All employees are responsible for enforcing the rules and regulations of this facility and ensuring that proper supervision levels are met.

Although supervision level IIA is not required at this facility, if your “Written Notification for Supervision” form indicates periodic use of lifeguard supervision (e.g. during the evening, on weekends, or on holidays) list those times in the space provided below:

\*\* Please note that brochures must be given to patrons at all times, regardless of any periodic use of lifeguard supervision.

### **7.) Chemical Storage and Handling –**

- Follow instructions on the chemical container.
- Never add water to chemicals; always add chemicals to water, using proper eye protection.
- Never mix any chemical with chlorine products-dangerous chlorine gas will develop immediately.
- Always use a clean scoop when dispensing powdered Chlorine (calcium hypochlorite) as a potential fire hazard exists.
- Always keep chemicals in their original containers.
- Chemicals dispensing crocks are to be clearly labeled.
- ONLY AUTHORIZED AND TRAINED PERSONNEL SHOULD USE POOL CHEMICALS

Swimming Pool/Spa Chemicals for this facility are stored:

(location of chemicals)

## **C. Emergency Plan**

- I. 911 is to be called immediately for fire, police, or ambulance if necessary
- II. The Manager on Duty (MOD) is to be called to scene
- III. MOD evaluates situation and instructs someone to call 911 if necessary and not already done so



The General Manager/Owner/Operator will maintain a folder of incident reports. All incidents are to be recorded and must include those that:

1. **Result in death**
2. **Require resuscitation**
3. **Require referral to a hospital**
4. **Bather illness associated with the water quality**

(The four above outlined incidents must be reported to the local health department at 716-439-7430 within 24 hours of the incident.)

### **E. Conditions That Require Clearing the Water of Bathers and Immediate Closure of the Pool and/or Spa-**

- If the main drain of the pool is not visible, the pool must be closed. Notify General Manager/Owner/Operator and Maintenance.
- Inadequate disinfectant residual in the pool. The pool is to be closed until adequate disinfectant levels can be provided (see tables of water quality requirements below).
- Fecal mater in the pool (see attached Table A).
- Chemical contamination, including unusual odors or coloring of the pool water.

#### **Water Quality Requirements**

**Note: pH is measured in standard units, chlorine, bromine, calcium hardness, and alkalinity are all measured in milligrams per liter or parts per million (1mg/l=1ppm)**

**For SWIMMING pools that use CHLORINE:**

<b>pH</b>	<b>7.2 to 8.2 (max.)</b>
<b>Chlorine when pH is 7.2-7.8</b>	<b>(min.) 0.6 to 5.0 (max.)</b>
<b>Chlorine when pH is 7.8-8.2</b>	<b>(min.) 1.5 to 5.0 (max.)</b>
<b>Total alkalinity</b>	<b>80 to 120</b>
<b>Calcium Hardness</b>	<b>180 to 250</b>

**For SWIMMING pools that use BROMINE:**

<b>pH</b>	<b>7.2 to 7.8 (max.)</b>
<b>Bromine</b>	<b>(min.) 1.5 to 6.0 (max.)</b>
<b>Total alkalinity</b>	<b>80 to 120</b>
<b>Calcium Hardness</b>	<b>180 to 250</b>

**For SPA pools that use CHLORINE:**

pH	7.2 to 7.8 (max.)
Chlorine	(min.) 1.5 to 5.0 (max.)
Total alkalinity	80 to 120
Calcium Hardness	180 to 250
Temperature	104 degrees F (max.)

**For SPA pools that use BROMINE:**

pH	7.2 to 7.8 (max.)
Bromine	(min.) 3.0 to 6.0 (max.)
Total alkalinity	80 to 120
Calcium Hardness	180 to 250
Temperature	104 degrees F (max.)

**Swimming Pool/SPA Signage for Temporary Residences**

***(I) SPA SIGNAGE***

- A. **SAFETY** – A warning sign with an area of at least three square feet stating the following caution statements shall be conspicuously posted in the vicinity of the spa.

**CAUTION**

1. Elderly persons and those suffering from heart disease, diabetes, high or low blood pressure should be prohibited from using the spa pool.
2. Unsupervised use by children is prohibited.
3. Do not use while under the influence of alcohol, anti-coagulants, antihistamines, vasoconstrictors, vasodilators, stimulants, hypnotics, narcotics, or tranquilizers.
4. Do not use alone.
5. Observe a reasonable time limit (e.g. 15 minutes), then shower, cool down and if you wish, return for another brief stay. Long exposure may result in nausea, dizziness or fainting.
6. Help can be obtained by using the telephone and posted emergency telephone numbers for police, fire department, physician, ambulance and hospital.

***(II) POOL SIGNAGE***

- A. A sign shall be conspicuously posted in the pool area stating:

1. The maximum number of bathers who may use the swimming pool at one time.
2. The hours that a swimming pool is open.
3. The pool use is prohibited at any other time
4. Urinating, discharge of fecal matter, expectorating or blowing the nose in any swimming pool is prohibited.

→ *Note: Temporary Residences that select Supervision Level IV (Sign Option) must comply with the following signage and brochure requirements:* ←

- B. Warning signs of a minimum 36” x 24” size with safety conditions and methods of summoning emergency individual must be posed. The warning sign must state:

- Two or more adults, 18 years of age or older, must be present at the pool when the bathing facility is in use, with at least one adult on the pool deck.
- Children less than 16 years of age must at all times be accompanied by an adult responsible for their safety and behavior while at the bathing facility.
- Shallow water – no diving.
- Method of summoning CPR staff (if applicable).

- **Location of free telephone and emergency numbers to contact.**
- C. The bathing facility operator shall provide to all patrons a written statement or brochure. Only patrons who have received this statement may use the bathing facility. The brochure or statement must state at least the following.**
- 1. NEVER SWIM ALONE – A minimum of two adults, 18 years of age or older, must be present whenever this swimming facility is in use.**
  - 2. THERE IS NO SUBSTITUTE FOR ADEQUATE SUPERVISION –Children under 16 years of age must be accompanied to the bathing facility by a parent or guardian, (an adult who is responsible for the children and their behavior).**
  - 3. IN AN EMERGENCY, NOTIFY THE FACILITY OPERATOR AND CONTACT HELP AS SOON AS POSSIBLE. A free telephone is provided at this facility (describe location). Telephone numbers for the nearest emergency medical service are posted.**
  - 4. Only use this facility during posted hours of operation.**
  - 5. Don't drink alcohol and swim.**

## **Addendum (A)**

### **Guideline for Fecal or Blood Contamination of Regulated Swimming Pools**

Swimming is one of New York State's most popular recreational activities. With millions of people visiting swimming pools every year there may be incidents of fecal or blood contamination of swimming pool water. Although aesthetically displeasing, accidental discharges of feces, or occasional blood contamination of swimming pool water may not require facility closure or replacement of pool water to ensure that the health of bathers is protected. However, it is important to understand the appropriate method of evaluating each incident so that pool water contamination response can be quick and effective. By doing so, pool operators can minimize potential pool closure while also keeping bathers safe from hazardous exposures. The following guidance should be used to evaluate an incident of swimming pool contamination and determine the appropriate response.

#### **Fecal Contamination**

Fecal contamination of swimming pool water poses a potential risk of infection to bathers. Feces may contain pathogenic or harmful bacteria, viruses and parasites that are resistant to chlorine at concentrations found in a pool under normal operating conditions. Special precautions must be taken to ensure that the water is made safe for bathers. Swimming pool operators must respond differently to formed-stool and diarrhea in the swimming pool. Diarrhea may indicate that a bather is ill with pathogens such as the highly chlorine-resistant parasite *Cryptosporidium*. Therefore, more stringent measures must be taken to sanitize the pool when diarrhea discharges occur.

The following steps should be followed when fecal contamination of a swimming pool occurs.

#### **Formed-Stool (solid, non-liquid)**

- Clear the pool of all bathers.

- Using a skimming net or scoop, remove as much fecal material as possible from the water and dispose into the sanitary sewer.
- Clean and disinfect the net (bleach/chlorine solution will work) to prevent reintroducing fecal matter to the water.
- Spot treat the area of the pool where the contamination occurred with approximately 8-10 ounces of chlorine.
- Raise the pool water's Free-Chlorine residual to 2-3 ppm (pH 7.2-7.5 SU).
- Take chlorine readings from multiple locations around the pool to verify that all areas have reached 2-3 ppm.
- Close the pool for 30 minutes.

### **Diarrhea (liquid stool)**

- Clear the pool of all bathers.
- Using a skimming net or scoop, remove as much fecal material as possible from the water and dispose into the sanitary sewer.
- Clean and disinfect the net (bleach/chlorine solution will work) to prevent reintroducing fecal matter to the water.
- Based on pool volume, calculate the amount of chlorine that is needed to establish **20 ppm of chlorine\*** in the pool.

2/3 quarts of 12% sodium hypochlorite OR 1/4 pound of 65% calcium hypochlorite per 10,000 gallons pool water will raise the free chlorine residual by approximately 2 ppm.

- Add the, correct amount of chlorine to the pool. Chlorine may be added by hand around the swimming pool. Maintain the pH between 7:2-7.5 SU.
- Keep the pool closed for 8 hours. \*\*
- Continue to operate the filter and disinfection equipment during this period.
- After 8 hours, backwash filters thoroughly.
- Make sure that the chlorine concentration in the pool is within acceptable levels (0.6 ppm -5.0 ppm) before allowing bathers to enter the water.

\*Pool closure time is dependent on the level of free chlorine present in the water. The following combinations of free chlorine residuals and pool closure time provide the same level of protection against disease transmission and can be substituted in lieu of 20 ppm for 8 hours.

<b>Free Chlorine Residual*</b>	<b>Closure Time**</b>
15 ppm	11 hours
10ppm	16 hours
5ppm	32 hours

## **At Pools Using Bromine for Disinfection**

Little is known about Bromine's effectiveness against some parasites such as Cryptosporidium. To ensure proper disinfection of the swimming pool water after a fecal discharge:

- Follow the directions above for the type of fecal discharge present in the pool.
- Based on pool volume, calculate the amount of chlorine that is needed to establish the required level of chlorine.

1 3/5 quarts of 6% unscented chlorine bleach (blue cap) OR 2/3 quarts of 12% sodium hypochlorite OR 1/4 pound of 65% calcium hypochlorite per 10,000 gallons pool water will yield approximately 2 ppm of free chlorine.

- 4 gallons of 6% Chlorine Bleach OR 6 2/3 quarts of 12% sodium hypochlorite OR 2 1/2 pounds of 65% calcium hypochlorite per 10,000 gallons pool water will yield approximately 20 ppm of free chlorine.
- Add the appropriate amount of chlorine to the pool. Chlorine may be added by hand around the swimming pool.
- Keep the pool closed for the length of time specified for the type of fecal contamination (formed stool or diarrhea).
- After the appropriate length of pool closure, backwash filters thoroughly and wait until the disinfectant concentration is within acceptable levels before allowing bathers to enter the water.

## **Blood Contamination**

Blood discharge into swimming pool water poses very little risk to bather health when the swimming pool's water chemistry and chlorine levels meet the requirements of the State Sanitary Code Subpart 6-1 "Swimming Pools." The chlorine (or bromine) that is already present in the pool quickly deactivates pathogens that may be in blood. As a result, there have been no documented cases of blood-borne disease transmission from swimming pool water. If blood contamination of a pool occurs, the following follow steps should be taken.

- Test the pool's water chemistry and chlorine (or bromine) levels to ensure compliance with State Sanitary Code section 6-1.11 (c).
- If chlorine (or bromine) levels are satisfactory no further action is necessary.
- If disinfectant level does not meet the minimum level required for pool operation, the pool must be closed and chlorine (or bromine) added until levels are satisfactory.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_