

Checklist for Operators of Swimming Pools in Lodging Operations

Swimming is a popular activity in the United States and organizations that operate swimming pools should be aware that recreational water illnesses (RWI) are a concern. Practices and policies should be in place to ensure physical safety of patrons and to prevent water contamination. These policies and practices also can reduce liability, and limit intentional sabotage or mischievousness.

Use this checklist to assess current operation and sanitation practices at your operation. Check YES, NO, or N/A (not applicable) for each practice. Develop a plan for addressing practices that were marked NO.

For additional information use the following resource list:

- National Swimming Pool Foundation®: www.nspf.com/
- Swimming Pools and Spas, Iowa Department of Public Health: www.idph.state.ia.us/eh/swimming_pools.asp
- Association of Pool and Spa Professionals®: <http://apsp.org/>

Pool and Spa Safety Policies	Yes	No	N/A
Rules about safety are posted.			
“No Lifeguard” signs are posted at unsupervised facilities.			
Hours of operation are posted.			
Capacity signs are posted.			
Safety equipment (such as a rope and floating lifeline) is in place and in good working order.			
Diving is not allowed in areas less than 5 feet deep.			
Drain covers are in place and secured.			
Ladders and handrails are secure.			
Swimming pool and spa have locked gates and/or adequate fencing to prevent unauthorized access.			
Glass containers are not allowed around the pool.			
Swimmers are asked to take showers before entering the pool.			
Swim diapers are required for children in the pool who are not potty trained.			
Swim diapers are required for babies and toddlers in a wading pool.			
A sign is posted restricting people with infectious diseases or those who have had diarrhea within the last two weeks from entering the water.			
Emergency procedures and contact information are in place.			

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Swimming Pool Cleaning and Water Quality Procedures	Yes	No	N/A
The pool is vacuumed at least weekly and as needed.			
Disinfectant levels are checked and recorded every four hours of operation. Recordings from automated chemical controllers are allowed in Iowa.			
Locker rooms/restrooms are cleaned daily or as needed.			
Handwashing supplies are available and monitored daily.			
Water pH is checked and recorded every four hours of operation.			
Combined chlorine is checked and recorded daily.			
Alkalinity is checked and recorded at least weekly.			
Calcium hardness is checked and recorded weekly.			
Skimmers are cleaned at least daily or as needed.			
Tiles are cleaned as needed.			
Slides are cleaned at least weekly or as needed.			
Water sample is submitted to a certified laboratory at least monthly.			

Spa Procedures	Yes	No	N/A
A sign is posted warning people of excessive time spent in the spa.			
Warnings for patrons with specific medical conditions (including pregnancy) are posted.			
A sign is posted restricting use of alcohol and persons under the influence of alcohol, narcotics, and other drugs from using the spa.			
A sign is posted indicating children should be accompanied by an adult.			
Water temperature does not exceed 104°F.			
Disinfectant level and water pH are tested at least every two hours. Recordings from automated controllers are allowed in Iowa.			
Date: Initials:			

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File: Health and Safety 1

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