

Pima County Health Department

Consumer Health & Food Safety Program PROGRAM POLICIES AND PROCEDURES

Subject: Swimming Pool and Spa Inspections, Enforcement, Closure and Public Notification Policy	PPP NO. CHFS-15-03
Approved by: David Ludwig MPH, REHS, RS, CPM Program Manager – Consumer Health & Food Safety	Approval Date:
Applies to: All Food Safety Inspection Staff	

A. STATEMENT OF PURPOSE

This Policy outlines procedure for inspecting of Swimming Pools, Spa and Recreational Waters.

B. DEFINITIONS

Definitions will be the same as used in Pima County Health Code 8.32.020

1. "**Bathing place**" means and includes all bodies of water used by persons for swimming, wading, hydrotherapy, recreation, bathing or special use, together with the shores, bathhouses, sanitary facilities, bathing attire, equipment, and all other appurtenances to such bodies of water.
2. "**Construct**" means and includes building or installing a new bathing place or enlarging or altering existing facilities.
3. "**Cross-connection**" means any physical connection between two piping systems, one of which contains potable water and the other sewage or water of unknown or questionable quality, through which water may flow from either system to the other.
4. "**Department**" means the county health department.
5. "**Fill and draw pool**" means a swimming pool where the principal means of cleaning is the complete removal of the used water and the replacement thereof with potable water.
6. "**Flow-through pool**" means a swimming pool where potable water constantly enters the pool and an equal quantity of used water constantly flows out of the pool.
7. "**Freeboard**" means that section of the pool wall measured vertically between the water surface and the walkway or deck surface.
8. "**Hydrotherapy pool**" means any pool providing a vapor environment, roiling water, injected air, or similar effect.
9. "**Natural bathing place**" means unmodified natural outdoor lakes,

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ponds, rivers, etc.

10. "**Operate**" means to conduct, maintain, or otherwise provide facilities and appurtenances at bathing places.
11. "**Overflow system**" means and includes gutters and other rim-type overflows, surface skimmers and collection systems of various designs and manufacture.
12. "**Private pool**" means a pool operated by an individual for his own or his family's use, or for guests of his household, or by an owner to serve a housing group consisting of not more than three (3) living units.
13. "**Public pool**" means a swimming pool, admission to which may be gained by the general public with or without payment of a fee.
14. "**Recirculating pool**" means a swimming pool where a portion of pool water is constantly being removed, filtered and disinfected, then returned to the pool.
15. "**Return line**" means that portion of the recirculating system piping which carries clean water from the filter back to the swimming pool.
16. "**Secchi disk**" means a 200 mm. circular plate which has opposite quarters painted gloss white and black.
17. "**Semi-artificial bathing place**" means outdoor bathing places which are partly artificial and partly natural.
18. "**Semipublic pool**" means a swimming pool on the premises of, or part of, but not limited to, a hotel, motel, mobile home park, apartment house, country club, camp, health club, condominium, homeowners' association, or similar establishment where the primary business of the establishment is not the operation of the swimming facilities and where admission to the use of the pool is included in the fee, or consideration paid or given for the primary use of the premises.
19. "**Special-use pool**" means a pool designed and used for special purposes, such as diving, aquatic training, swimming instruction, or similar use as recognized by the department.
20. "**Spray pond**" means an artificially constructed special-use pool into which water is sprayed but not allowed to accumulate.
21. "**Swimming pool**" and/or "**pool**" means an artificial basin, chamber or tank, constructed and used, or intended to be used, for swimming, diving or bathing.

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22. **"Wading pool"** means a shallow pool intended primarily for use by children.
23. **"Water level"** shall be established in one of the following ways:
 - a. Deemed to fall in the midpoint of the operating range of the skimmers;
 - b. On pools with overflow systems, the level shall be deemed to be established by the height of the overflow rim.

C. Policy

Environmental Health Specialist and Techs must perform consistent and thorough inspections of swimming pools and other licensed aquatic recreation facilities ensuring their compliance with the Pima County Code, Title 8, Chapter 8.32

1. Inspection Frequencies for various pool and spa permits:
 - a. Public Pools and Spas – monthly inspections every month that the pool/spas are open.
 - b. Semi-public Pools and Spas – 2 times per year, space between opening and closing dates, once every six months for year round establishments.
 - c. Athletic Pools and Spas – 3 times per year spaced quarterly.
 - d. University Pools and Spas – 4 times per year.

D. Procedure

1. Field staff shall prepare for the inspection ensuring they have all the necessary equipment and information pertaining to the pool to be inspected.
2. Upon reaching their destination the field staff shall attempt to locate the pool owner or manager, introducing themselves as a Health Department employee and the intent of their visit. They then should provide the owner with their "Notification of Inspection Rights" and obtain their signature. In the event that there is no owner/manager present, and there is general access to the pool, the inspector may proceed with their inspection (semi-public pools may not have a manager or anyone present at time of inspection).
3. Upon gaining access to the pool the following items must be accessed:
 - a. Water Quality
 - i. Chlorine Tests
 - ii. Bromine Tests
 - iii. pH Test
 - iv. Water Turbidity

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b. Physical Properties

i. General Conditions of pool

- (1) Condition of plaster, pebble-tech and other interior surfaces
- (2) Surrounding deck conditions
- (3) Handrails

ii. Pool markings

- (1) Depth markings
- (2) Accent markings
- (3) No Dive markings

iii. Enclosure

- (1) Fence condition
- (2) Height of fencing
- (3) Presence of foot holds (climb ability)
- (4) Fencing gates
 - (a) Outwards opening
 - (b) Latching mechanism and height of latch
 - (c) Self-closing capability

iv. Safety Equipment

- (1) Ring buoy with rope
- (2) Shepherd's crook

v. Changing Rooms – Showers (cleanliness, functionality)

vi. Spa Timer – present and functional

c. Mechanical Area

- i. Enclosure: adequate for protection and safe storage of chemicals
- ii. Chlorinator: adequate, & functional
- iii. Filtration: adequate & functional
- iv. Gauges & Flow Meters: properly placed & functional

d. License & Certification

- i. License: current & posted
- ii. Certified Operator Technician: current & posted

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- e. Documentation
 - i. Chemical Logs: current, correct testing frequency, etc.
- 4. All violations noted in item 3 must be marked on the Department's Swimming Pool inspection form citing the violation and the observation made by the Environmental Health Specialist and/or Tech.
 - a. If the cited violation is corrected at the time of the inspection, the inspector shall note it on the inspection form.
 - b. If the cited violation is not corrected at the time of the inspection, a time frame will be noted on the inspection and a re-inspection will be made unless it is noted that it must be corrected prior to the next inspection.
- 5. Criteria for Closure
 - a. Water Quality:
 - i. disinfectant or pH above or below Code Standards
 - ii. excessive turbidity (unable to see the pool main drain or floor)
 - b. Safety Equipments –Personnel
 - Public Pool/Spas
 - i. inadequate or absence of lifeguard staffing
 - ii. inadequate or absence of safety devices
 - Semi Public Pools/Spas
 - i. inadequate or absence of ring buoy/rope
 - ii. inadequate or absence of shepherd's crook
 - c. Enclosures:
 - i. inadequate height
 - ii. poor repair
 - iii. non-self closing & self-latching gate
 - d. License & Certification
 - i. expired or absent License to Operate
 - ii. expired or absent Certified Pool Operator Technician
 - e. Spa Temperature
 - i. temperature in excess of 104°F
 - f. Grossly Unsafe or unsanitary conditions

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6. Procedure for Closure

- a. Provide a copy of the report, verbal explanation of violations and all necessary corrections that must be taken to the responsible party
 - i. if no responsible party is present, attempt to contact by phone or e-mail when returning to the office then send a copy of the report by mail
- b. Secure the entry gate(s) with plastic zip ties whereby closing the pools entrances.
- c. Post the completed "Pool Closed" signage on the pool gate or adjacent to the gate.
- d. Follow-up as necessary to obtain compliance.

7. Public Notice for Pool Closures

- a. Posted "Pool Closed" signage is the first and most direct means of public notification. The pool sign shall not be removed until the pool passes a re-inspection and sign off by the field staff person who conducted the inspection.
- b. Monthly the Department provides a list of Swimming Pool Closures that have been closed during the previous month. This is found under the caption "Consumer Health & Food Safety monthly report"
<http://webcms.pima.gov/cms/one.aspx?portalId=169&pageId=783>

8. Public Notice for Pool Inspections

- a. Upon completion of the Pool/spa inspection, a copy of the report is provided to the owner/manager in either hard copy or electronically when possible.
- b. When an owner/manager is not present, a copy of the report will be mailed to them upon returning to the office.
- c. The public has access to all public records by requesting a copy of the inspection report during normal business hours or by a request made through the County's Public Record Request form.
<https://www.webcms.pima.gov/cms/One.aspx?portalId=169&pageId=160684>