



CHECKLIST REQUIREMENTS FOR PUBLIC POOLS/SPAS/HOT TUBS OPENING INSPECTIONS

Administrative:
<input type="checkbox"/> Satisfactorily passing both an annual electrical inspection conducted by a <u>private</u> electrical contractor, and an annual pool safety inspection conducted by the Portsmouth Department of Permits & Inspections → (\$50.00 fee)
<input type="checkbox"/> The Recreational Water Facility Application + the appropriate fee. (\$50.00 seasonal, \$75.00 year round) has been submitted to the Portsmouth Health Department.
<input type="checkbox"/> A Certified Pool Operator employed to oversee the daily pool operations. <i>The pool operator's certification expires five (5) years after the issue date.</i>
Pump Room/Chemical Storage Room:
<input type="checkbox"/> The pump room/chemical storage room is clean, neat, and orderly. Chemicals stored off the floor on platforms or pallets with the acids and bases stored separately.
<input type="checkbox"/> Pump(s), Filter(s), Suction Cleaner (vacuum), and Chlorinator(s) in good repair and properly operating.
<input type="checkbox"/> Piping systems are marked with flow directional arrows <u>or</u> color-coded as follows: Freshwater (to check valve) – BLUE Backwash – BLACK Influent – YELLOW Effluent – WHITE Vacuum Line - ORANGE
<input type="checkbox"/> A completed pool specification placard along with backwash instructions is posted in the pump room.
<input type="checkbox"/> A National Fire Protection Association (NFPA) 704 chemical hazard placard posted on the chemical storage room door. (Recommended)
<input type="checkbox"/> A sign stating “Authorized Personnel Only” posted on the pump room and chemical storage room entrance doors. (Recommended)
Restroom & Pool Shell/Deck:
<input type="checkbox"/> Shower(s) and dressing room(s) are clean and in good repair.
<input type="checkbox"/> Restroom toilets and hand sinks clean, in good working order, and properly stocked (toilet paper, paper towels, and soap).
<input type="checkbox"/> The pool/spa main drain meets the requirements of the <i>Virginia Graham Baker Pool & Spa Safety Act</i> .
<input type="checkbox"/> Pool's shell, deck, grease tiles, and coping tiles are in good repair, properly caulked, and not a hazard to bathers. Returns are capped, and the ladders & handrails are in good repair and not a hazard to bathers.
<input type="checkbox"/> Roof runoff or other drainage shall not be wasted onto the deck. All areas surrounding the deck have surface drainage directed away from the deck area.
Safety and Rescue Equipment Requirements:
<input type="checkbox"/> Protective clothing (i.e. NIOSH approved cartridge respirator, goggles, chemical-resistant rubber apron and gloves) are provided for personnel handling chlorine chemical compounds and other caustic chemicals.
<input type="checkbox"/> Protective clothing is stored in a container in a location separate from the pump room and chemical storage room.
<input type="checkbox"/> Pool's parameter fence or enclosure shall extend no less than four (4) feet above the ground, and constructed to prohibit the passage of a sphere larger than four (4) inches in diameter through any opening.
<input type="checkbox"/> The gap at the base of the fence or enclosure shall not exceed two (2) inches.

<input type="checkbox"/> The entrance gate is self-closing and self-latching.
<input type="checkbox"/> The wading pool is separated from the main pool by a suitable barrier (fence) with a gate that is self-closing and self-latching [for existing barriers (fence) and new pools only].
<input type="checkbox"/> A sinkable, non-rusting disc six (6) inches in diameter, divided into alternate black & white segments w/retrieval line for determining the pool's water clarity at its deepest point.
<input type="checkbox"/> The water clarity of the pool is sufficient to clearly view the water clarity disc in the deepest point of the pool from the pool deck at all distances up to ten (10) yards in the horizontal direction.
<input type="checkbox"/> There is at least one (1) lifeguard on duty at all times for pools with a water surface 2,000 square feet or more.
<input type="checkbox"/> Lifeguard(s) possess a valid certification through the American Red Cross, YMCA, or other accredited agency for lifesaving personnel.
<input type="checkbox"/> There is an elevated lifeguard chair for pools requiring a lifeguard on duty.
<input type="checkbox"/> The ratio of lifeguards to bathers shall be one (1) lifeguard on duty for the first seventy-five (75) bathers and an additional lifeguard for every fifty (50) bathers or fraction thereof.
<input type="checkbox"/> A sign that reads "WARNING: No lifeguard on duty. Children under the age of fourteen (14) shall not be allowed to use the pool without an adult in attendance" is posted for pools with a water surface less than 2,000 square feet without a lifeguard.
<input type="checkbox"/> One (1) or more approved safety tubes or lightweight but strong poles with blunted ends (≥ 12 ft in length).
<input type="checkbox"/> One (1) or more throwing buoys (< 15 inches in diameter) attached to a line twice the length of the pool's width, placed on racks at strategic points adjacent to the pool.
<input type="checkbox"/> Approved lifeline in good repair at break in grade between shallow and deep portions.
<input type="checkbox"/> Approved first aid kit.
<input type="checkbox"/> American Red Cross approved backboard equipped with body restraint straps and a head immobilizer.
<input type="checkbox"/> A direct dial telephone readily accessible at all times. A portable telephone such as a cell phone is approve for use if the portable telephone's number is registered under the pool facility name and address.
Approved Signs:
<input type="checkbox"/> Occupant load sign required with four (4) inch lettering minimum and clearly legible located at the pool entrance indicating the number of occupants permitted.
<input type="checkbox"/> "No Diving Allowed" sign(s) with lettering no less than four (4) inches in height are posted for area(s) of the pool where no diving is allowed.
<input type="checkbox"/> Pool rules and regulations posted at the pool entrance.
<input type="checkbox"/> DEPTH MARKERS: The depth of water in the pool is marked at one (1) foot increments or no more than twenty (20) feet apart on both horizontal deck surfaces and vertical surfaces of the pool wall, with numerals letters at least four (4) inches in height with good contrast with the pool walls and deck.
<input type="checkbox"/> An occupant load sign is posted for the spa/hot tub based on one (1) bather for every ten (10) square feet of pool water surface area.
<input type="checkbox"/> SPA/HOT TUB WARNING SIGNS: A precautionary sign with clearly legible letters is be posted in a prominent place near the entrance to the spa/hot tub and contains the following language: "CAUTION" a. Elderly persons, pregnant women, infants, and those with health conditions requiring medical care should consult a physician before entering the spa/hot tub. b. Unsupervised use by children under the age of 14 is prohibited. c. Hot water immersion while under the influence of alcohol, narcotics, drugs, or medicines may lead to serious consequences and is not recommended. d. Do not use alone. e. Long exposure may result in nausea, dizziness, or fainting.
<input type="checkbox"/> Spa/hot tub has a clock and thermometer visible to the occupants. The spa/hot tub water temperature does not exceed 104 degrees Fahrenheit.
<input type="checkbox"/> <u>Indoor</u> recreation/swim pool is maintaining a water temperature between 70 – 85 degrees Fahrenheit. (<i>Indoor therapy pool can maintain a water temperature up to 104 degrees Fahrenheit</i>)

Readings:

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| <input type="checkbox"/> Approved water treatment test kit provided that tests for free available chlorine/total chlorine/bromine, pH, total alkalinity, and calcium hardness. Orthotolidine (OTO) Test Kit and Pool Test Strips are <u>NOT</u> approved for use. |
| <input type="checkbox"/> Fully supplied water treatment test kit reagents maintained and replaced each year before the beginning of pool operations. |
| <input type="checkbox"/> Current readings placard posted in a location easily observable by the bathers. (separate for pool and spa/hot tub) |
| <input type="checkbox"/> Disinfection test records are available and maintained where free chlorine (bromine for spa/hot tub) and pH are tested and recorded every two (2) hours during pool operation hours, and total alkalinity and calcium hardness are tested and recorded once per week. |
| <input type="checkbox"/> A free chlorine residual for <u>unheated pools</u> : 1 – 3 ppm
A free chlorine residual for <u>heated pools</u> : 2 – 4 ppm |
| <input type="checkbox"/> pH is between 7.2 – 7.8 for pool and spa/hot tub. |
| <input type="checkbox"/> Bromine concentration level for spa/hot tub is maintained between two (2) ppm (parts per million) and ten (10) ppm. |
| <input type="checkbox"/> All parts of the <i>Code of the City of Portsmouth, Virginia, Chapter 34</i> regarding public swimming pools are in compliance. |

I/We understand that the above items are completed, supplied, and/or agreed to prior to requesting an opening pool/spa/hot tub inspection from the Portsmouth Health Department.

Maintain this checklist for your records. Do not return this checklist to the Portsmouth Health Department.