



Swimming Pool & Spa Self-Inspection Checklist

The following is a list of routine items checked during public health inspections at regulated recreational water facilities. Use this checklist as a guide to review your facility operations, equipment, and safety features to ensure the safest possible experience for your users. Full regulations are available in WAC 246-260 and WAC 246-262.

Pool Deck & Enclosure

- Pool area is enclosed with approved fencing at least 60" inches (5ft) high.
- Fence is not climbable and prevents passage of a 4-inch sphere.
- Doors/gates are self-closing and self-latching.
- Doors/gates are either continuously locked or have opening hardware 60"+ inches high.
- Decking is in good condition with no chips, gaps >1/2 inches, or trip hazards.
- Decking is free of algae, biofilms, dirt, and plants that may pose a slip or trip hazard.

Pool Surface & Equipment

- Pool/spa surface is in good condition with minimal chipping, and a uniform, light color.
- Pool/spa surface is free of leaves, dirt, debris, sand, and algae.
- Depth markers are present on the deck and at the waterline on all sides of the pool/spa.
- Skimmer baskets are clean and in good condition.
- Skimmer weir door or floating weir is present.
- Main drain covers are VGB'17, in good condition, secured, and less than <5 yrs old/not expired.
- Handrails and ladders are secure.
- Contrast striping at steps, benches, and major depth changes are present with good color and no sharp edges.

Safety Equipment

- Required pool/spa signage is present (see WAC 246-260-131(5)).
- 12-ft solid pole with double crook hook is present and functional.
- Life ring with rope is present and functional. Rope must be width of the pool.
- Emergency phone is accessible and functional.
- A 16-unit (25 person) first aid kit is accessible and well stocked, including an emergency foil blanket.
- SPA: jet timer is limited to 15 minutes.
- SPA: emergency shut off system is functional and shuts down the circulation pump, jet pump, and blower.
- SPA: an accurate thermometer is present for testing spa temperature (max. 104 °F)

Equipment Rooms

- Equipment room is locked.
- Equipment room has adequate lighting and ventilation.
- Equipment room is free of leaks and shows minimal corrosion.
- Plumbing has an approved freshwater and wastewater supply.
- Flow meters are present and functional on each circulation system.
- Flow rates meet minimum requirements:
Spas: $\text{gallage} / 30^* = \text{gallons per min.}$ Pool:
 $\text{gallage} / 360 = \text{gallons per min.}$
*High use spas such as health clubs use 20 mins
- Circulation pumps are functional and running 24 hrs/day with no air pockets.
- Direction of flow is clearly labelled.
- Backwash line is indirectly drained.
- Equipment room is clean and organized.

Chemical Storage

- Chemicals are kept in clearly labelled, original containers.
- Chemical containers are not reused.
- Chemical containers have secured lids.
- In-use liquid chemicals are stored on chemical spill trays.
- Chemical containers are stacked no more than 3 containers (chest level) high.
- Chemicals are separated by type; liquids are stored on lower shelves.
- Only chemicals approved for pool use are present and used.

Water Quality

- Water is clear and colorless; bottom is plainly visible.
- Free chlorine levels meet requirements:

Accepted Ranges	Pool	Spa, wading pool, splashpad
Stabilized chlorine	2.0-10 ppm	3.5-10 ppm
Non-stabilized chlorine	1.5-10 ppm	2.0-10 ppm
Bromine	2.5-10 ppm	4.0-10 ppm

- Combined chlorine does not exceed 50% of free chlorine level (ideal amount is 0ppm, consider correcting at 0.5ppm).
- pH is maintained at 7.2-8.0 (ideal 7.4)
- Alkalinity is maintained at 80-120 ppm.
- Cyanuric acid does not exceed 90 ppm (ideal 30-50ppm for outdoor pools, 0ppm for indoor pools).
- SPA: water does not exceed 104 °F.

Operations

- An NSF-50 test kit with DPD powder is present and no reagents are expired.
- Water quality logs are done as required:
Daily: free chlorine, combined chlorine, pH, flow rate, temperature (if >95 deg F).
Weekly: alkalinity, cyanuric acid.
- Backwashing, drain/fill, maintenance, closures, and chemical adjustments are recorded on log sheet.
- SPA: is drained and refilled according to this schedule:
gallonage / avg daily users / 3 = days
A daily user is defined as a 15-minute session. Example: 2 people @15 mins each is 2 users. 2 people @30 mins each is 4 users.

Clubhouse, Adjacent Buildings, & Features

- Restroom is accessible and stocked with warm water, paper towels, and soap.
- Diaper change station is accessible.
- Locker room is clean and well maintained.
- Emergency exits do not go onto pool deck.
- Windows onto pool deck are secured to not allow passage of a 4-inch sphere.
- SPA: shower temperature is 90-120 °F.
- BBQ's, counters, and climbable structures are >15ft away from pool to prevent diving.

Indoor Pools

- Air temperature, humidity, and condensation levels indicate properly working HVAC system.
- Minimal water damage and corrosion to floors, walls, ceilings, doors, and fixtures.
- A temperature & humidity monitor is present on pool deck.

Lifeguarded Pools

- Emergency backboard and lifeguard buoy present and accessible.
- At least 2 lifeguards are present in the facility all times pool/spa is open.
- Lifeguards are properly scanning and rotating shifts.
- Lifeguard certifications are up to date.
- Documentation of lifeguard audits, in-service trainings, and emergency procedures are maintained.
- Lifeguard zones are reviewed on a regular basis.