

Regulation Training

2018 AQUATIC FACILITY REGULATIONS

SNHD: AQUATIC HEALTH PROGRAM

JANUARY 2019

Contact Information

SNHD - Aquatic Health Program

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Training Materials

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Overview

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Implementation

- ▶ The Aquatic Facility Regulations were adopted by our Board of Health in April 2018 and approved by the State Board in June 2018
- ▶ Full implementation will be effective July 1, 2019

Frequently Asked Questions

- ▶ Do all of these changes apply to our pool?
 - ▶ The bulk of the regulation (Section 2) applies to **new facilities** and substantial alteration (major remodel) only
- ▶ Is every facility required to put depth markers on top of the deck?
 - ▶ Not required for existing facilities UNLESS a substantial alteration or a deck remodel occurs
- ▶ Is every facility required to have automated controllers/chemical feed equipment?
 - ▶ Not required for existing facilities UNLESS a substantial alteration or a disinfectant feeder remodel occurs*

*SNHD will require automated systems on a facility with repeated history indicating that they are unable to maintain adequate disinfectant or pH levels per Sec. 3-503.1(F)

Frequently Asked Questions

- ▶ Are HOA and apartment venues exempt from the requirements once the Regulations go into effect?
 - ▶ No. Every permitted facility is subject to the entirety of the Aquatic Facility Regulations
- ▶ Do all qualified operators have to get nationally certified?
 - ▶ Yes (we'll cover that in Section 4)
- ▶ Do operators still need a card for each facility they work at?
 - ▶ No. The number of certifications we have will reduce from three to one (qualified operator). If a person is qualified, they can work at additional facilities without restriction

Frequently Asked Questions

- ▶ Does an individual need to be certified to check chemicals?
 - ▶ No, but no person other than a qualified operator may maintain or adjust water quality, pool/spa equipment, etc.
- ▶ Are all facilities required to have a Responsible Person?
 - ▶ No. Only facilities with on-site staff but no on-site operator need to designate a Responsible Person



Section 3

FACILITY OPERATION AND MAINTENANCE

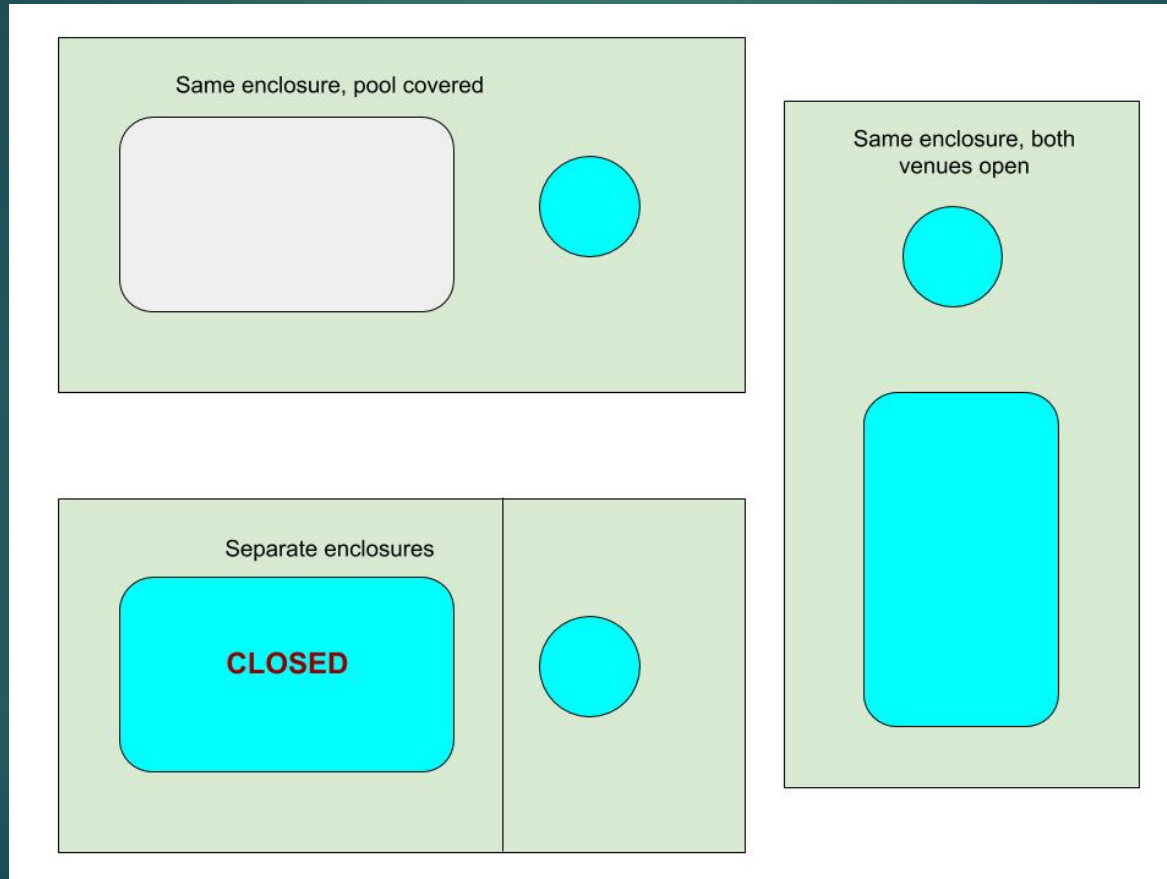
Section 3 Parts

- ▶ 3-1 Operating Permits
- ▶ 3-2 Aquatic Facility Operation and Maintenance
- ▶ 3-3 Aquatic Venue Structure
- ▶ 3-4 Indoor/Outdoor Environment
- ▶ 3-5 Recirculation and Water Treatment
- ▶ 3-6 Decks and Equipment
- ▶ 3-7 Chemical Storage and Use
- ▶ 3-8 Hygiene Facilities
- ▶ 3-9 Special Use Aquatic Venues

Closure and Reopening Procedures

- ▶ If an aquatic venue is closed and not operating, one of the following conditions must apply
 - ▶ Water shall be recirculated and treated to meet compliance of regulations
 - ▶ Water shall be drained
 - ▶ Venue shall be covered by an approved cover

Closure and Reopening Procedures



Aquatic Venue Structure

- ▶ Depth markers on deck only required for new facilities and substantial remodel
- ▶ No Diving markers on deck only required for new facilities and substantial remodel
- ▶ Monitoring and repair of cracks in the interior surface

Indoor/Outdoor Environment

- ▶ Drinking fountains must be maintained to have sufficient water pressure so bathers can drink
- ▶ Removal of water from the aquatic venue and replacement with makeup water shall be performed as needed to maintain water quality
- ▶ Glass is not permitted in patron areas of an aquatic facility (including glass furniture)
- ▶ Cracks in the deck shall be repaired when they increase potential for injury

Recirculation System and Equipment

- ▶ Recirculation system must be in continuous operation 24 hours/day
 - ▶ Flow rate can be reduced to 50% of minimum requirement as long as water clarity, disinfectant and pH levels are maintained
- ▶ Inlets shall be checked weekly and adjusted to produce uniform circulation
- ▶ Damaged suction outlet covers must be replaced immediately, the venue must remain closed until the repairs are made

Recirculation System and Equipment

Chemical Levels:

Free Chlorine:

- ▶ 1.0 - 10.0 PPM (not using cyanuric acid)
- ▶ 2.0-10.0 (using cyanuric acid)
- ▶ All Spas: 3.0 - 10.0 PPM

Bromine: 3.0 PPM – 8.0 PPM

Cyanuric Acid: 100 PPM

pH: 7.2 - 7.8

Total Alkalinity: 60 – 180 PPM

Calcium Hardness: 1000 PPM

Recirculation System and Equipment

Chemical Testing Frequency:

- ▶ Cl or Br and pH: prior to opening or once/24 hours (for venues that do not close)
 - ▶ Once every 4 hours after opening for facilities NOT associated with living units
- ▶ ORP, if installed, shall be recorded at the same time as Cl, Br, pH
- ▶ Total Alkalinity shall be tested weekly
- ▶ Cyanuric Acid shall be tested
 - ▶ Monthly if the facility adds cyanuric acid
 - ▶ Weekly if the facility uses stabilized chlorine

Recirculation System and Equipment

Chemical Testing Frequency:

- ▶ Cyanuric Acid shall be tested
 - ▶ Monthly if the facility adds cyanuric acid
 - ▶ Weekly if the facility uses stabilized chlorine
- ▶ Water temperature: shall be recorded at the same time as Cl, Br, pH
- ▶ Salt (when applicable): weekly or per manufacturer's instructions

Recirculation System and Equipment

- ▶ If automated chemical feed systems are used, they shall be interlocked so that they cannot operate if circulation system flow is interrupted
- ▶ Chemical tubing running over walkways must be routed in PVC piping to prevent leaks
- ▶ Secondary disinfection systems: Required for certain facility types (increased risk aquatic venues), optional on any other install
 - ▶ Ozone and UV systems require additional calibration and recordkeeping if systems are required

Decks and Equipment

- ▶ Facilities with on-site staff shall have designated locations for emergency and first aid equipment
 - ▶ Note: first aid equipment is not required to be maintained at facilities with no on-site staff

Chemical Storage and Use

- ▶ Chemical storage and handling shall be in compliance with applicable law

Hygiene Facilities

- ▶ Rinse Showers
 - ▶ Most facilities require rinse showers
 - ▶ No hot water requirement
 - ▶ Soap dispensers and soap not allowed
- ▶ Cleansing Showers
 - ▶ Cleansing showers required at larger facilities and facilities not associated with living units
- ▶ Suits and towels, if provided, must be cleaned adequately according to the regulations
- ▶ Shared equipment cleaning requirements



Section 4

POLICIES AND MANAGEMENT

Section 4 Parts

- ▶ 4-1 Qualified Operator Training
- ▶ 4-2 Lifeguard Training
- ▶ 4-3 Facility Staffing
- ▶ 4-4 Facility Management
- ▶ 4-5 Fecal/Vomit/Blood Contamination Response
- ▶ 4-6 Additional Requirements for Special Use Aquatic Venues

Qualified Operator Requirement

- ▶ Qualified Operator shall complete a nationally recognized training course
 - ▶ Any operators currently certified without a national certification will have three (3) years from implementation of regulations to comply (7/1/2022)
- ▶ No more technician or technician apprentice certifications
- ▶ No more requirement for more than one card for multiple facilities
- ▶ SNHD registration expires upon national certification expiration and must be renewed prior to expiration
 - ▶ Ex. NSPF certification expires June 2023, SNHD registration expires June 2023

Qualified Operator Requirement

- ▶ Pool companies shall register with SNHD
- ▶ Pool companies shall provide SNHD a list of registered employees within 30 days of any personnel changes
- ▶ Licensed contractors may perform work in accordance with the scope of their contractor's license

Facility Staffing

- ▶ Qualified operators are required to monitor aquatic venues weekly during the off season, minimum of 3 visits per week during peak season
 - ▶ Weekly visits shall be documented
- ▶ Facilities with on-site staff and no on-site qualified operator shall designate a responsible person
- ▶ Responsible person duties include:
 - ▶ Enforcing rules and regulations
 - ▶ Responding to reported emergencies
 - ▶ Identify health and safety hazards and take action to mitigate or avoid
 - ▶ Know where PPE is and use when required
 - ▶ Interface with SNHD related to the requirements of the regulations

Facility Staffing

- ▶ Facilities requiring lifeguards shall follow the provisions of the approved lifeguard staffing plan
- ▶ All zones of bather surveillance must be covered during periods of operation
- ▶ Facilities requiring two or more lifeguards must have a lifeguard supervisor present
 - ▶ Can be one of the lifeguards on duty
- ▶ Lifeguards performing patron surveillance duties must not be assigned other tasks

Facility Staffing

- ▶ Facilities requiring lifeguards include (not limited to):
 - ▶ Pool allowing unsupervised children under 14
 - ▶ Pools being used for recreation of youth groups, including childcare or school usage
 - ▶ Pools being used for group training and/or sports
 - ▶ Aquatic facilities with enclosures containing more than 4,000 ft² of cumulative unsupervised pool surface area (multiple pools adding up to 4,000)
 - ▶ Pools not associated with living or lodging units, including health clubs, etc.

Facility Management

Recordkeeping

- ▶ Operating records
 - ▶ Kept for three years
 - ▶ Available on request
- ▶ Safety and Maintenance Inspection Records
 - ▶ Operator or Responsible Person shall ensure a daily maintenance inspection is done prior to opening
- ▶ Water Monitoring and Testing Records
 - ▶ Chemical test results, flow rates, filter pressures, equipment failures, etc.
- ▶ Bodily Fluid Remediation Log

Fecal/Vomit/Blood Contamination Response

- ▶ Contamination response plan
 - ▶ Updated as necessary
- ▶ Response in accordance with CDC guidelines

Plans

- ▶ The Aquatic Facility Regulations require various plans and records to be maintained and available
- ▶ Depending on facility type, not all plans are required
- ▶ Many of the required plans can be combined into a larger, more comprehensive plan
 - ▶ Ex. The Emergency Action Plan (EAP) and Lifeguard Staffing Plan are several plans included in the Safety Plan
- ▶ Plans and records may be maintained electronically

Safety Plan

- ▶ A written document with procedures, requirements, and/or standards related to safety which facility staff must follow
- ▶ Can include other plans, such as Staffing plan, EAP, Biohazard action plan, pre-service and in-service training plans.
- ▶ Includes training, emergency response, and operational procedures
- ▶ Shall be at available at facilities with facility staff
- ▶ Sharps
 - ▶ Biohazard Action Plan shall be on file, as required by any local, state, or federal regulations
- ▶ Facility staff shall receive a copy of the safety plan, as required

Safety Plan - Emergency Action Plan (EAP)

- ▶ Shall be available at facilities with facility staff
- ▶ Plan identifying objectives that need to be met for specific types of emergency, who will respond and what their roles will be, and what equipment will be required
- ▶ Facilities with Lifeguards shall also include Facility Evacuation Plan and Inclement Weather Plans
- ▶ Is part of the Safety Plan

Safety Plan - Emergency Action Plan (EAP)

- ▶ EAP shall include:
 - ▶ Diagram of facility
 - ▶ List of emergency phone numbers
 - ▶ Location of first aid kit and other rescue equipment
 - ▶ An emergency response plan for accidental chemical release
 - ▶ Fecal/vomit/blood contamination response plan, as required

Safety Plan – Lifeguard Staffing Plan

Must be provided when lifeguards are required and includes the following:

- ▶ Diagrammed zones of bather surveillance
 - ▶ Description of methods used for maintaining coverage
 - ▶ Staffing rotation schedule
 - ▶ Lifeguard supervision protocols
-
- ▶ Modifications must be submitted to SNHD for approval prior to implementation

Preventative Maintenance Plan

- ▶ Includes details and frequency of owner/operator's planned routine facility inspection, maintenance, and replacement of recirculation and water treatment components
- ▶ Shall be available at each facility

Additional Plans for Staffed Facilities

- ▶ Facility Evacuation Plan shall be maintained
- ▶ Communication plan shall be included
- ▶ Contingency/response plan for weather events shall be included

Operations Manual

- ▶ Each facility shall have an operations manual available for review, physical or electronic
- ▶ Manual shall include:
 - ▶ Aquatic venue descriptions and locations
 - ▶ Facility communication
 - ▶ List of chemicals and system information
 - ▶ Contamination response protocols
 - ▶ Preventative maintenance plan
 - ▶ Any other standard operation and maintenance policies and instructions, or applicable information

Other Documentation Required

- ▶ A copy of the approved plans and specs for each aquatic venue is required to be available at each facility **if constructed after adoption of the regulations**
- ▶ A comprehensive inventory of all mechanical equipment associated with each aquatic venue, including:
 - ▶ Equipment name and model number
 - ▶ Manufacturer and contact info
 - ▶ Local vendor/supplier info
 - ▶ Replacement or service dates and details

Other Documentation Required

- ▶ Operation manuals for all mechanical equipment associated with each aquatic venue shall be available
 - ▶ If no such manual is available, the facility should create a written document outlining procedures for operation and maintenance of equipment
- ▶ Operation Records
 - ▶ Shall be kept for a minimum of three years
 - ▶ Shall be available upon request
- ▶ Safety and Maintenance Inspections
 - ▶ Inspections conducted prior to operating by Operator or Responsible Person

Other Documentation Required

- ▶ Staff Certifications
 - ▶ Lifeguard, CPR, First Aid, and any other required certifications
 - ▶ Qualified Operator certifications

Facilities without On-site Staff

- ▶ Facilities with no on-site staff are not required to submit plans directly associated with staff or related to a staff response
- ▶ These facilities may elect to keep plans and manuals associated with equipment, records, specifications, etc., off site (ex. Management company or qualified operator maintains plans)

Signage

- ▶ The Aquatic Facility Regulation has new requirements for signage at facilities, from pool rules, to bathhouse signage
- ▶ Detailed handouts at:
snhd.info/aquatic-health-program

4-402.2 FACILITY:
Signage

(A) The QUALIFIED OPERATOR shall post and enforce the AQUATIC FACILITY rules governing health, safety, and sanitation.

(B) The lettering shall be legible and at least one (1) inch (36 point type) high, with a contrasting background, unless otherwise specified.

(C) Signage shall be conspicuously placed at each entrance to the AQUATIC FACILITY communicating expected and prohibited behaviors and other information using text that complies with the intent of the following information:

- (1) In case of an emergency, dial 911 or other emergency instructions;
- (2) Hours of operation;
- (3) THEORETICAL PEAK OCCUPANCY;
- (4) No smoking in the AQUATIC VENUE or on the DECK;
- (5) Do not swim if you have open wounds;
- (6) Do not swim if you are ill with diarrhea or have had diarrhea within the past two weeks;
- (7) Shower before entering the water;
- (8) No glass items in the AQUATIC VENUE or on the DECK;
- (9) Diaper changing on the DECK is prohibited;
- (10) No animals in the AQUATIC VENUE and no animals on the DECK, except service animals; and
- (11) QUALIFIED OPERATOR information to include name, registration number, and contact information.

(D) In addition to signage listed in Section (C), unstaffed AQUATIC FACILITIES shall also include signage messages covering:

- (1) No Lifeguard on Duty, in letters at least four (4) inches high;
- (2) Children under 14 years of age must have adult supervision;
- (3) No Solo Bathing; and
- (4) Hours of operation; AQUATIC FACILITY use prohibited at any other time

(a) AQUATIC FACILITIES without compliant lighting must limit hours of operation from dawn to dusk.

(E) In AQUATIC FACILITIES not requiring LIFEGUARDS, CPR posters reflecting the latest standards shall be posted conspicuously at all times.

(F) Signage shall be conspicuously placed within 30 feet of each entrance to each AQUATIC VENUE communicating expected and prohibited behaviors and other information using text that complies with the intent of the following information:

- (1) No Diving, in letters at least four (4) inches high, as applicable per Section 2-3018.10;
 - (2) Location of the nearest emergency phone;
 - (3) Maximum BATHER OCCUPANCY;
 - (4) Pollution of AQUATIC VENUE prohibited;
 - (5) Do not swallow or spit water;
 - (6) Intentional hyperventilation or extended breath holding activities are dangerous and prohibited.
- (G) In addition to Section (C) requirements, AQUATIC VENUES with moveable bottom floors shall also have the following information or text complying with the intent of the following information:
- (1) A sign for AQUATIC VENUE water depth in use shall be provided and clearly visible;
 - (2) A "No Diving" sign shall be provided; and
 - (3) The floor is movable and AQUATIC VENUE depth varies.
- (H) In addition to Section (C) requirements, SPAS shall also have the following information or text complying with the intent of the following information:
- (1) Maximum water temperature is 104°F;
 - (2) Pregnant women and people with heart disease, high blood pressure or other health problems should not use SPAS without prior consultation with a healthcare provider;
 - (3) Children under 12 years of age must be accompanied by an adult, the maximum recommended exposure time for such children is 10 minutes, posted in four (4) inch lettering; and
 - (4) Use of the SPA when alone is prohibited (if no LIFEGUARDS on site).
- (I) Signage shall be posted at the HYGIENE FACILITY exit used to access AQUATIC VENUES stating or containing information, or text complying with the intent of the following information:
- (1) Do not swim when ill with diarrhea;
 - (2) Do not swim with open wounds and sores;
 - (3) Shower before entering the water;
 - (4) Check your child's swim diapers/rubber pants regularly;
 - (5) Diaper changing on the DECK is prohibited;
 - (6) Do not poop or pee in the water;
 - (7) Do not swallow or spit water; and
 - (8) Wash hands before returning to the AQUATIC VENUE.



Section 5

COMPLIANCE AND ENFORCEMENT

Section 5 Parts

- ▶ 5-1 Provisions for Conditions not Addressed in Regulations
- ▶ 5-2 Prerequisites for Operation
- ▶ 5-3 Waivers
- ▶ 5-4 Responsibilities
- ▶ 5-5 Enforcement and Inspections
- ▶ 5-6 Imminent Health Hazards
- ▶ 5-7 Issuing Report and Obtaining Acknowledgment of Receipt
- ▶ 5-8 Summary Suspension, Reinstatement, and Revocation
- ▶ 5-9 Suspension or Revocation of Qualified Operator or Pool Company Registration

Section 5 Parts

- ▶ 5-10 Notice and Service of Notice
- ▶ 5-11 Abandonment Process
- ▶ 5-12 Public Information
- ▶ 5-13 Severability Clause

Prerequisites for Operation

- ▶ New construction and substantial alteration submittals will be reviewed within 30 business days of submission
 - ▶ Note: Please submit as far in advance as possible to account for delays in approval due to revisions, resubmittals, etc.
- ▶ Health authority may grant a waiver from regulations if public health and safety are not jeopardized

Waivers

- ▶ Removing a requirement of the regulations introduces some level of risk
- ▶ The permit holder must demonstrate how public health and safety will not be impacted as a result of waiving the regulation
 - ▶ Operational plans, procedures, etc.
- ▶ SNHD may impose conditions related to the prevention of health hazards
- ▶ If a waiver is granted, the permit holder must comply with all operational plans, procedures, and applicable conditions imposed
- ▶ Any documented failure of the permit holder to meet or maintain the conditions of the waiver will be considered grounds for immediate revocation of the waiver approval and the immediate suspension of the underlying health permit

Responsibilities

- ▶ Permit holder shall post the permit in a conspicuous location or make available upon request
- ▶ Must notify SNHD in the event of an imminent health hazard or drowning or diving accident event
- ▶ Must comply with all applicable federal, local, and state laws and regulations related to the operation of the aquatic venue

Imminent Health Hazards (IHH)

- ▶ Nine closure items with a \$716 failed inspection fee:
 - ▶ Loose, damaged, missing suction outlet covers
 - ▶ Water clarity – cannot see suction outlet cover
 - ▶ Depth markers missing or illegible (at any depth)
 - ▶ Non-functional recirculation system
 - ▶ Non-compliant barriers – gates and doors not self-closing/self-latching or breach in barrier
 - ▶ Bodily fluid contamination without proper response
 - ▶ Underwater light GFCI

Imminent Health Hazards (IHH)

- ▶ No detectable disinfectant
- ▶ Complete absence of functional lifesaving equipment or adequate lifeguard coverage
- ▶ Listed in regulation, facility must close immediately
 - ▶ High disinfectant levels
 - ▶ High or low pH levels: <6.5; >8.0
 - ▶ Cyanuric acid levels exceeding 100 PPM
 - ▶ Plumbing cross-connections between drinking water supply and waste water
 - ▶ Use of unapproved chemicals or application of chemicals by unapproved means

Imminent Health Hazards (IHH)

- ▶ Broken glass within the enclosure
- ▶ Any other item as determined by the SNHD

Summary Suspension, Reinstatement and Revocation

- ▶ Revocation and reinstatement process outlined in regulations (5-8)
- ▶ SNHD may suspend or revoke the registration of a pool company or operator if work is performed in a manner creating ongoing, unsanitary or unsafe conditions



Appendix A

FACILITY SELF-MANAGEMENT PROGRAM

Self Management Program

- ▶ Facilities associated with residential living units may make application to program
- ▶ Facility types include:
 - ▶ Apartments
 - ▶ HOA communities
 - ▶ Condominium communities
 - ▶ Cooperative living communities
 - ▶ Townhouse communities

Self Management Program

- ▶ Facilities must demonstrate a history of continued compliance with regulations related to aquatic venues
- ▶ Facilities must demonstrate a satisfactory inspection history with no observance of imminent health hazards for the previous two years
- ▶ Facilities must maintain and submit complete records and documents pertaining to the aquatic venues
- ▶ Facility operators and facility managers must have a favorable inspection history and history of compliance with regulations

Self Management Program

- ▶ Documentation to be submitted with application includes previous six months of operating records
- ▶ Maintenance records (logs, safety checks, etc.) and self-inspection reports must be submitted to SNHD on a quarterly basis if the facility is enrolled in the program
- ▶ SNHD will review documentation on a regular basis to ensure continued compliance with the regulations
- ▶ Any changes in facility management, operators, or ownership must be reported to SNHD within 30 days

Self Management Program

- ▶ Participants in the program are not exempt from SNHD inspection
- ▶ SNHD will conduct a complaint investigation upon receipt of a complaint by a member of the public
- ▶ SNHD will conduct a post-incident investigation following any report of an incident taking place



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