Guidelines for Creating a Pool Plan

1. R392-302-29(3) requires that all pools have an operation, maintenance and sanitation plan
2. Each pool owner must have a contract with a qualified pool operator (QPO), approved under R392-302(1), to maintain their pool.
   a. The QPO (not a representative) must inspect the pool a minimum of one time each week.
3. Each pool owner shall be responsible for coordinating with their contracted QPO to develop a pool maintenance plan
   a. The plan shall be submitted to SE UPHD for approval.
   b. The QPO, pool representatives, and a SE UPHD environmental health scientist must all sign the plan for the plan to be valid.
      i. The valid plan must be on file at SE UPHD.
      ii. The pool must maintain a copy of the valid plan at the pool for review.
   c. The plan shall include current contact information for
      i. The ownership of the pool
      ii. Any property management company for the pool
   d. The plan shall include
      i. Type(s) of pool(s) at the pool facility
      ii. A pool monitoring schedule detailing when the QPO will monitor the pool, as well as all additional monitoring of the pool.
4. The following shall be observed and recorded each day:
   a. Disinfectant residual (free and total)
   b. pH
   c. Flow gauges
   d. Each of the following shall be recorded at least three (3) times each week.
      i. Total Alkalinity
      ii. Cyanuric Acid
   e. The following shall be recorded whenever these event occur at the pool
      i. Filter maintenance
      ii. Amounts of chemicals added
      iii. Cleaning and disinfection of pool decks
      iv. Fecal release events
   f. Water clarity
   g. General appearance
   h. Total number of bathers using the pool
5. The QPO shall be responsible for ensuring that all of R392-302 is being met by the pool. The QPO shall report any uncorrected violations to Southeast Utah Public Health Department (SE UPHD).
6. Each pool owner shall designate person(s) who shall be responsible for monitoring the pool(s) on all days that the QPO does not inspect the pool.
   a. The designated pool monitoring person(s) of the pool shall notify the QPO immediately of any observed problems.
7. Both the designated pool monitoring person(s) and the QPO shall keep an up to date daily pool log
   a. This log shall be kept at the pool facility and be readily available for inspection by SE UPHD
   b. Pool log records must be kept for at least two (2) years.
8. A pool may be closed by SE UPHD if:
   a. the pool does not meet the standards of R392-302
   b. the pool does not have a QPO
   c. the pool does not have an approved plan on file with SE UPHD
   d. Failure to review the plan and re-submit changes when
      i. The contracted QPO changes
      ii. The designated pool monitoring person(s) for the pool changes
      iii. The ownership of the pool changes
9. All pool plans expire on December 31st of the year that the plan is submitted.