

Health Regulation and Licensing Administration  
Division of Community Hygiene

**AQUATIC FACILITIES**  
*(Swimming Pools, Spa Pools, & Saunas)*  
**Pre-Opening Checklist\***

All the following items must be provided and in good repair at the time of the pre-opening inspection for licensing approval.

**SAFETY**

- Child Safety Plan if there is no lifeguard on duty for swimming pools with a depth of 5 feet or below.
- Automated External Defibrillator (AED) located on the deck or inside the facility in a room that cannot be locked
- Shepherd’s hook attached to a one-piece pole not less than sixteen (16) feet in length
- Throwing rope at least 1-1/2 times the width of the pool and attached to a U.S. Coast Guard approved ring buoy
- First aid kit, at a minimum, should consist of the following items:

2 units – Splint	1 unit – Roll of ½ inch adhesive tape	5 units – 4"x4" gauze pad
5 units – 2"x2" gauze pad	25 units – 1"x1" Band-Aid	2 units – 1" roller bandage
2 units – Tape tongue depressor	2 units – Eye pad	1 unit – Triangular bandage
2 units – Bee sting swab kit	1 unit – Elastic bandage	1 unit – Bottle of eyewash
1 unit – Container of liquid soap	1 unit – Pair of scissors	2 units – Safety pin
2 units – Disposable gloves	2 units – Single-use, sterilized tweezers	
1 unit – facemask for cardiopulmonary resuscitation (CPR) with one way valve		
1 unit – Instant ice pack or ice bag with readily available ice		

- Two (2) cots or equivalent
- Two (2) blankets for emergency use only
- Backboard with properly spaced handholds, head immobilizer, and straps
- Blood borne pathogen control kit
- Rescue tube
- **Working Telephone** - Hard-wired, non-cordless telephone available to bathers or sauna users:
  - ❖ Must reach a 911 emergency service without the need to deposit coins. If the telephone operates through an internal switchboard, the telephone must be operable whenever the pool is in use.
  - ❖ Located on the premises in a room that cannot be locked
  - ❖ Posted with the emergency phone number along with the name and location of the swimming pool or spa.
- **Test kits** (Water Quality Testing Devices) should read:
  - ❖ Free chlorine and total chlorine on a scale containing at least 6 increments between 0.5 ppm (parts per million) and 5 ppm or at least 6 increments between 1 ppm and 10 ppm inclusive
  - ❖ pH values on a scale containing at least 5 increments between 7.2 and 8.0 inclusive
  - ❖ A test kit must be provided for the following chemicals if used: bromine, cyanuric acid, sodium chloride, quaternary ammonium, ozone, and copper.
  - ❖ Each device shall have an accuracy of +0.1 units in the free chlorine and pH range stated above. Equipment not specifically meeting these criteria will be reviewed on a case-by-case basis upon request.

## DECK

- All skimmers and returns must be adjustable and functioning
- Decks, coping, and fencing must be in good repair
- Guard chairs, rails, ladders, steps, and diving stands secure
- Hose bibbs functioning – vacuum breakers on all hose bibbs
- Weirs present and functioning
- Scum gutters free flowing
- Fence intact
- Face plates and main grates intact and secured
- Lights functional (unless approved in writing by this office)
- Ground-Fault Circuit Interrupter (GFCI) protection
- Removable safety transition line in use and secure, where applicable
- **Depth markers** shall be legible and not less than 4 inches in height, color will contrast with the background, and shall spell out “feet” and “inches” or “Ft” and “In” respectively.
- No **diving symbols** must be posted on the deck at intervals of no more than 25 ft for swimming pools less than 5 ft in depth (Figure 1).



Figure 1. No Diving Sign

## OPERATION / EQUIPMENT

- Filter(s) in good repair
- Backwash performed
- Backwash charts posted corresponding to piping
- Piping, valves, and gauges labeled in accordance with backwash procedures chart
- Pump in good repair
- All pressure gauges operable
- Appropriate flow meter operable
- Chlorinator functioning
- Cylinders securely attached
- Room exhausted at floor levels
- Ceiling intake vents
- Soda ash feeder operable

## BATHHOUSE

- All plumbing must be operational at all fixtures
- Hot water must be provided at appropriate fixtures; **a minimum of 90° F** and **a maximum of 110° F** for **showers** and at least a **100° F** for **handwash sinks**.
- Liquid soap dispensers at all shower heads.

The following items must also be present, in good repair, and functioning or complete to pass the inspection:

## DECK / POOL

- Waste receptacles
- Marker tiles visible, where applicable
- Deck properly draining
- Deck drains intact
- Drinking fountain or cooler provided, maintained, and accessible
- Self-closing, self-latching lockable gates
- Anti-entrapment devices - compliance with the Virginia Graeme Baker Pool and Spa Safety Act

#### **FILTER/PUMP ROOM**

- Room has a lockable door
- Door is labeled: “DANGER – CHEMICAL STORAGE AREA – DO NOT ENTER”
- Pool data sheet posted
- Room is clean
- Air gap on backwash line
- Piping supported
- Room vented and drained
- Adequate lighting - at least 30-foot candles (323 lux)
- Air relief valves present on filter
- Standpipe (if appropriate) on diatomaceous earth filter
- Alternate hair and lint strainer basket
- Influent and effluent pressure gauges
- Safety Data Sheets for potentially hazardous chemicals
- Personal protective equipment (PPE) available: goggles, aprons, and neoprene (or other specified gloves), respirator
- Eye wash station that is directly plumbed
- Carbon monoxide (CO) detector where required

#### **TOILET FACILITIES**

- Clean
- Floor is sloped and draining properly
- Ventilated
- Liquid soap dispensers at all hand sinks
- Shatter resistant mirrors
- Paper towel dispenser and air drier unit operational
- Baby-changing tables provided in restrooms having 2 or more toilet stalls
- Covered waste receptacles in women stalls

\*Please refer to the District’s Aquatic Facilities Regulations published in Title 25-C of the District of Columbia Municipal Regulations (DCMR) **for all regulatory requirements.**