

## POOL/LIFEGUARD OPERATIONS SAFETY AUDIT/SURVEY TOOL

### Rescue, Chemical/PH monitoring, First Aid, House Keeping, Slip/Fall Prevention

**Instructions:** This is a scored pro-active safety auditing tool designed for periodic use to reduce high risk behaviors and increase safe behaviors. “Yes” answers should be scored at (1) and “No” answers should be scored at (0). In the corrective action column, either a time frame for completing the correction or the actual date corrective action was completed should be noted. Check the “NA” column if this item is not applicable. Total and track audit scores over time to track up or down trends along with tracking the number of incidents, accidents and injuries sustained.

The pool setting can be both indoors and outdoors, and in both cases, pool decks need to have standing water removed frequently to mitigate slip/fall hazards. Children need to be held accountable for high risk behaviors such as running and diving into shallow water. When water slides are placed adjacent to water more than two feet deep, toddlers are at risk when they enter the water and these situations must be guarded closely. Lifeguards must be trained and drilled frequently on rescue operations and take care to lift properly during rescues. Guards can also be audited on rescue performance. During first aid operations lifeguards must use universal blood-borne pathogen precautions. Pool staff needs to keep water slides well maintained to assure bolts and other hardware is in place and not an injury hazard to users. Personnel should maintain good house keeping in traffic patterns to prevent trips and falls.

Task/Job Part – Proper Training	Yes	No	Corrective action date	NA
All training completed with passing scores in a timely manner				
All training properly recorded				
All job specific training and new employee safety orientation completed				
All job specific training and new employee safety orientation completed for seasonal workers				
Red Cross Lifeguard Certification				
Hazardous Materials and Communication training (see Chemical Use/Operations auditing tool)				

Task/Job Part – Human Resources	Yes	No	Corrective action date	NA
Personnel policies applied in a consistent manner				
Fairness – all employees treated the same				
Progressive discipline in place with emphasis on worker integrity and accountability				
Sexual harassment training completed				
Other				

Task/Job Part – Customer Relations and Service	Yes	No	Corrective action date	NA
All incidents or accidents involving customers reported and recorded <ul style="list-style-type: none"> <li>✓ At the time of an accident or incident, there is no admission of liability on the part of the municipality</li> <li>✓ All appropriate public safety and EMS agencies were notified</li> </ul>				
Customers are treated in a polite manner and customer requests and needs were promptly addressed				
Rule enforcement with customers (running on deck, disputes) is fair, consistent and effective				
Any customer complaints were responded to in a timely manner and corrective action taken				
Other				

Task/Job Part – Lifeguard & pool maintenance	Yes	No	Corrective action date	NA
Completed all weekly risk management checklists				
Completed any notification or corrective action needed				
Cleared excess water from decks >90% of the time				
Completed all Chlorine, PH monitoring, other chemical monitoring and proper chemical additions (See Chemical Use/Operations auditing tool)				
On task with lifeguard operations with one piece of rescue equipment in proper position for immediate use 100% of time				
Completed all other house keeping duties, kept traffic pattern egress free of trip and fall hazards				

Task/Job Part – Life saving performance auditing	Yes	No	Corrective action date	NA
Proper position & rescue equipment tower				
Drowning victim, other person in distress, or improper behavior spotted within 10 seconds				
Rescue or intervention activity initiated within 20 seconds				

Task/Job Part – Proper lifting technique during rescue	Yes	No	Corrective action date	NA
Proper position				
2 or more workers				
No lift above waist level				

Task/Job Part – Use of Personal Protective Equipment (PPE)	Yes	No	Corrective action date	NA
Use of Universal Precautions PPE during first aid/BBP expos.				
Use of gloves, splash protection when using/adding chemicals				
Use of gloves when handling trash, during cleaning operations				
Training in chemical use and proper PPE use with chemicals (see Chemical Use/Operations safety auditing tool)				

Task/Job Part – Completion of all certifications	Yes	No	Corrective action date	NA
Certified Pool Operator (CPO)				
Aquatic Facilities Operator (AFO)				
All certifications, such as current lifeguard certification, first aid, CPR completed and current				

Task/Job Part – Proper use of incident reporting forms & logs with proper recording	Yes	No	Corrective action date	NA
All worker injuries reported to supervisor and recorded				
All worker accidents involving property, chemicals reported and recorded				
All “near misses” reported to supervisors and recorded				
If a reporting program was in place, all hazards and potential hazards reported and recorded				
A workers compensation claim was filed if a) an injury involved lost time, b) medical care with costs, or c) the worker requested a claim be filed				

<b>TOTAL SCORE</b>
--------------------

Signature \_\_\_\_\_

Print Name \_\_\_\_\_

Date \_\_\_\_\_