

POOLS SAFE UPDATE

1) PoolSafe Criteria Changes

The criteria for PoolSafe has been updated to ensure the scheme covers what is necessary at this point in time. The main change is the addition of requirements for facilities with Private Pools and/or Spas.

I understand it may be difficult to make changes (if necessary) in a two month time frame due to facilities now going in to their busy period. To that end, the additional criteria is not required to be finished until 31 March 2012. ALL other components of the criteria are required to be met at the time of the audit.

The changes are listed below:

i) *Supervision*

Facilities with Private Pools and/or Spas;

- Private pools/spas must have signage clearly visible to say the area of water is not supervised
- NOP must clearly state procedures for dealing with the private pools/spa relative to the facility, for example (but not limited to)
 - Time restriction in heated pools
 - Hydration advice
 - How pools are monitored (eg, alarms, regular checks)
 - Minimum age for bookings
 - Minimum number of people

The above list is a guide only – the detail is the domain of that particular pool

ii) *Health and Safety*

- Documented process for recording customer accidents causing serious harm
- A record is kept of all near misses (rescues)

iii) *Water Quality*

- PRMP is onsite and easily accessible
- Procedure must cover actions in response to – faecal solids, vomit, diarrhoea and diarrhoea in a confirmed cryptosporidium outbreak
- Procedure must specify – removal of solids and semi-solids (Vacuuming), filtration and turnover, evacuation times, disinfection for each pool

Note: Existing PoolSafe pools have submitted the PRMP and the plan has been approved. It is up to each facility to ensure the improvement schedules are followed and the PRMP updated as required. The role of the assessor is to ensure the PRMP is onsite and easily accessible.

iv) Supervision (on-site evidence)
Facilities with Private Pools and/or Spas

- Private pools/spas must have signage clearly visible to say the area of water is not supervised
- Lifeguards should be familiar with the guidelines of use as per the NOP

2) Audit Process

i) Audit appointments

Each auditor now has their confirmed schedule of trips and will be in touch in the next couple of weeks to confirm the time and date of your audit.

ii) Audit Confirmation

At the end of the audit the person who accompanied the assessor during the audit will be asked to sign a form to confirm the audit took place, who with and that all of the criteria were assessed.

iii) NOP & EAP made available prior to audit

In order to enable the assessor to be familiar with your policies and procedures prior to their visit and to make the most of their time in the facility, it is now a requirement to send an electronic copy of the NOP and EAP prior to the audit. Your assessor will request this when they first contact you.

iv) Self Assessment prior to the audit

When the assessors e-mail you to confirm the time of the audit, they will include a template for a self assessment of the PoolSafe criteria. This self assessment needs to be completed at least two weeks prior to the audit.

3) Requirements of a PoolSafe Pool

In addition to the criteria there are some further requirements to being a PoolSafe Pool – some of which are listed above. The full list of requirements is below:

- Notify the Aquatics Project Manager whenever an ambulance is called to your facility
 - This is for any ambulance call regardless of the outcome
 - An e-mail notification is fine – stating details such as incident and outcome
- Participation in the annual incident review
- Self assessment completed at least two weeks prior to audit visit
- Use the audit as a tool to ensure your facility operates well even when you're not there – don't make staff aware of the arrangements of the audit
- Participation in Spot Checks
- Send electronic copies of the EAP/NOP to the assessor prior to the audit



4) Spot Checks

PoolSafe Spot Checks will be re-introduced for 2012. The Spot Checks be conducted by assessors, the advisory group or the Aquatics Project managers when they are visiting different areas.

Spot Checks can happen at any time and will be managed through the Aquatics Project Manager to ensure Pools are not receiving more than one spot check per year. Not all facilities will receive a spot check during the year but the intention is that all facilities would have had a spot check within a two year period.

The Spot Check criteria will be:

- Pool Alone signage and Policy (staff awareness)
- Water Test results
- Staff have EAP knowledge
- Receptionist knowledge of Pool Alone and Faecal procedure
- All bodies of water being supervised appropriately

The purpose of Spot Checks is to help ensure that facilities are operating at PoolSafe level at all times and not just at the time of the annual audit. It is envisaged that Spot Checks will take a maximum of 30 minutes to complete.

5) Fee and Level Structure

A change has been made with regard to the three level structure that was put in place early 2011.

All facilities will be invoiced \$500 + GST (Level 1) at the start of the financial year. If a facility does not meet all of the criteria at the first audit the status will be PoolSafe PENDING and will remain until all criteria are met. *(Please note that if you don't meet the new criteria at the time of the first audit your status will be PENDING)*

An additional \$250 +GST will be charged if facilities become Level 2 – ie don't meet the criteria at the first audit AND require a large amount of follow up.

Level 3 is no longer part of the scheme – if a facility has a second audit and fails and it's not a case of a simple follow up (ie sending through an updated schematic) then the facility is **no longer able to be part of PoolSafe** for that financial year. However, the facility can apply to join the scheme again in the new financial year and will start from Level 1 and work through the process again.

The Aquatics Project Manager can work with any facility in this situation to help get on track to becoming PoolSafe again.



6) Additional Information

i) Photo's of facilities

The assessors have been asked to take photo's of each facility they audit. This is partly so they have a record of each facility they have visited and also to enable NZRA to have add photo's to the PoolSafe database.

Please let me know if you don't want photo's to be taken.

ii) Buddy up for Potential Assessors

If you or any of your staff are interested in being a PoolSafe Assessor in the future, please contact me if you'd like the opportunity to buddy up with an assessor when they are in your area. This will give an opportunity to see what it's all about and to become familiar with the processes and expectations.