Application to Operate a Public Bathing Place

Pennsylvania Department of Health

June 2009

Instructions for Filling out the Application to Operate a Public Bathing Place

Under the Pennsylvania's Public Bathing Law (35 P. S. §§ 672-680d) and the regulations in 28 Pa. Code Chapter 18, it is unlawful to operate a public bathing place without first obtaining a permit from the Department of Health. Once construction has been completed, it is the responsibility of the owner/operator of the public bathing place to contact the district office of the Pennsylvania Department of Health and arrange for an operational inspection (See Page 3 – District Offices of the Department of Health). The purpose of the operational inspection is to ensure that the facility is operating in a safe and healthful manner and in compliance with the Public Bathing Law and the regulations in 28 Pa. Code Chapter 18. Upon satisfactory completion of the operational inspection, a permit to operate a public bathing place will be issued by the Department.

To obtain a copy of the Department of Health regulations for public bathing places, contact the district office of the Department of Health or visit the following website: http://www.pacode.com/secure/data/028/chapter18/chap18toc.html.

The applicant should consult with the design engineer or architect for the dimensions of each unit and the specifications for the recirculation, chemical treatment, and filtration equipment. A unit is an individual swimming pool, beach, hot tub, wading pool, or other artificial or natural body of water that is to be used for public swimming and bathing. The facility is the entire operation that may encompass multiple units.

Examples of facilities and units

Facility	Units
Camp Getaway	Beach (1 unit)
Acme Hotel of Elks County	Swimming pool and hot tub (2 units)
Generic Borough Community Pool	Swimming pool, wading pool, and spray pool (3 units)
Fun Time Waterpark	Wave pool, 3 catch pools for flume water slides, lazy river, and zero-depth entry lagoon with spray features (6 units total)

Note that each unit is considered a separate public bathing place and requires a separate operating permit. For each unit, a separate copy of Part IV must be filled out, however, a single copy of Parts I, II, and III may be submitted for the entire facility.

A check made payable to "Commonwealth of PA" in the amount of $10.00 per unit must accompany the application to cover the processing fee for the application.

District Offices of the Department of Health

DISTRICT OFFICES	COUNTIES SERVED		
Southeast District Office 442 Reading State Office Building 625 Cherry Street Reading, PA 19602-1187 (610) 378-4352 - Telephone (610) 378-4527 - FAX	Berks Bucks Chester Delaware	Lancaster Montgomery Philadelphia Schuylkill	
Northeast District Office 665 Carey Avenue Wilkes-Barre, PA 18702-1466 (570) 826-2062 - Telephone (570) 826-2238 - FAX	Carbon Lackawanna Lehigh Luzerne Monroe	Northampton Pike Susquehanna Wayne Wyoming	
Northcentral District Office Water Tower Square 1000 Commerce Park Drive, Suite 109 Williamsport, PA 17701-5996 (570) 327-3400 - Telephone (570) 327-3748 - FAX	Bradford Centre Clinton Columbia Lycoming Montour	Northumberland Potter Snyder Sullivan Tioga Union	
Southcentral District Office 30 Kline Plaza Harrisburg, PA 17104 (717) 787-8092 - Telephone (717) 772-3151 - FAX	Adams Bedford Blair Cumberland Dauphin Franklin	Fulton Huntingdon Juniata Lebanon Mifflin Perry	York
Northwest District Office 19 McQuiston Drive Jackson Center, PA 16133 (724) 662-6068 - Telephone (724) 662-6086 - FAX	Cameron Clarion Clearfield Crawford Elk Erie	Forest Jefferson Lawrence McKean Mercer Venango	Warren
Southwest District Office 233 West Otterman Street Greensburg, PA 15601 (724) 830-2701 - Telephone (724) 832-5327 - FAX	Allegheny Armstrong Beaver Butler Cambria Fayette	Greene Indiana Somerset Washington Westmoreland	

Part I: Facility Information

1. Name of Public Bathing Place:		
2. Address:		
3. City:	4. State:	5. Zip Code:
6. Municipality:	7. County:	
8. Phone Number:	9. Fax:	
10. Website URL:		
11. Email:		
12. Number of Units:	13. Expected Date of Opening:	

14. Owner Name:		
15. Address:		
16. City:	17. State:	18. Zip Code:
19. Municipality:	20. County:	
21. Phone Number:	22. Fax:	
23. Website URL:		
24. Email:		
25. Owner is (Check any that apply):		
□ Municipal/County Agency □ Federal Government □ Resort/Convention Center □ Apartment Complex/Rental Agency □ YMCA/YWCA □ Public/Private School □ Campground □ Country Club/Private Club	□ Bureau of State Parks □ Hotel/Motel □ Bed and Breakfast □ Health Club/Swim Club □ Waterpark/Theme Park □ College or University □ Organized/Summer Camp □ Other: _____	

26. Operator Name (if different from owner):		
27. Address:		
28. City:	29. State:	30. Zip Code:
31. Municipality:	32. County:	
33. Phone Number:	34. Fax:	
35. Website URL:		
36. Email:		

Part II: Bather Preparation Facilities:

37. Are separate toilet facilities for men and women located within fifty feet of the public bathing place? □ yes □ no
38. Are separate shower and changing facilities for men and women provided within fifty feet of the public bathing place? □ yes □ no
39. If no to question #39, where may the patrons go to shower and change?
40. Fixtures provided

Fixture	Number provided for Men	Number Provided for Women
a. Toilets		
b. Urinals		**********
c. Washbasins		
d. Showers		

41. Is at least one drinking fountain provided? □ yes □ no	Location:

Part III: Operational Checklist

42. Electrical Inspection Completed for each unit (yes/no)? □		
43. Electrical Inspection Agency Name:		
44. Address:		
45.City:	46. State:	47. Zip Code:
48. Phone Number:	49. Fax:	
50. Website URL:		
51: Email:		
52. Name of Inspector:	53. Date of Certification:	

Note: The regulations in 28 Pa. Code Chapter 18 require that the electrical systems in all public bathing places be inspected and certified as compliant with the National Electric Code by an independent electrical inspection agency. Electrical inspections shall be performed prior to opening the facility to the public and every **three years thereafter**. In accordance with 34 Pa. Code Chapter 401, all electrical inspectors performing inspections at public bathing places shall be certified by the Department of Labor and Industry as an electrical inspector.

54. Disinfection and pH Test Kit Manufacturer:*
55. Model:*
56. Method used for measuring disinfect levels:*

The regulations in 28 Pa. Code Chapter require that the disinfectant level and pH for each unit shall be tested and recorded **at least twice a day** whenever the facility is open to the public.

57. Security: Is the facility surrounded by an enclosure and can all entrances be locked when the facility is closed to the public? □ yes □ no

*Does not apply to bathing beaches

Part III: Operational Checklist (continued)

58. At least one bacterial test performed for each unit? □ yes □ no		
59. Laboratory Name:		
60. Address:		
61. City:	62. State:	63. Zip Code:
64. Phone Number:	65. Fax:	
66. Website URL:		
67. Email:		
68. Laboratory Testing Method Used:		
69. Is the Laboratory Registered with the Department of Environmental Protection for Testing of Drinking Water? □ yes □ no		
70. Does the facility have a long-term contract with the laboratory to conduct weekly laboratory testing? □ yes □ no		

The regulations in 28 Pa. Code Chapter 18 require that a sample from each unit shall be tested for bacteria a minimum of once per week while the facility is open to the public. At least one bacterial test shall be made for each unit prior to opening the facility to the public.

71. Category 24 Certified Pesticide Applicator Name:*	
72. Certification No.:	73. Expiration Date:

The regulations in 7 Pa. Code Chapter 128 require all facilities with swimming pools or hot tubs have on staff a certified Category 24 pesticide applicator. For information on pesticide applicator certification, contact the regional office of the Department of Agriculture (see Appendix E)

74. NIOSH-Approved Self-Contained Breathing Apparatus – required at facilities that use chlorine gas (check one): □ Located Outside the chlorinator room □ N/A: Facility does not use chlorine gas.

75. Regulated Food Service (Check One):
□ Licensed by the Pennsylvania Department of Agriculture □ Licensed by a County or Local Health Agency □ NA – Regulated Food service is not provided at the public bathing place

Regulated food service includes all food and drink that is cooked or prepared at the facility. It does not include sale of prepackaged food or drink or sales from vending machines.

76. Included Documentation (Check all that are included with this application)
□ Copy of the construction permit □ Copy of the blueprints as approved by the Construction Permit-Issuing Authority □ Sanitary Survey Report (Bathing beach only – See Appendix D) □ Copy of Electrical Inspection Certificate □ Copy of Category 24 Pesticide Applicator License* □ Copy of most recent bacterial test report □ Copy of the Facility Use Rules (See Appendix A) □ Check of $10.00/unit made payable to "Commonwealth of Pa."

*Does not apply to bathing beaches.

Part IV: Unit Information (Submit one copy of Part IV for each unit)

77. Unit Name:	
78. Unit Type (Check all that apply):	
□ Indoor Swimming Pool □ Indoor Wading Pool □ Outdoor Spa/Hot Tub □ Water Park Attraction □ Above Ground Pool □ Outdoor Spray Pool	□ Indoor Spa/Hot Tub □ Outdoor Swimming Pool □ Outdoor Wading Pool □ Bathing Beach □ Indoor Spray Pool □ Other:_____
79. Does the Unit Contain Any of the Following? (Check all that apply)	
□ Diving Board/Platforms Num: ___ □ Lazy River □ Wave Making Machinery □ Climbable Structures Num: ___	□ Water Slides Num: ___ □ Zero Depth Entry Area □ Spray Features Num: ___ □ Other (Describe): _____

80. Unit Dimensions

a. Depth (feet)		
Shallow End:	Deep End:	Diving Area:
b. Volume (gallons):	c. Total Surface Area (Square feet):	
d. Turnover Period (hours)*:	e. Flow Rate (GPM)*:	
f. Configuration (check one): □ Rectangular □ L-Shaped □ Oval □ Circular □ Kidney-Shaped □ Other (Describe): _____		
g. Maximum User Load (As defined in ANSI/NSPI-1 2003 for pools, ANSI/NSPI-2 1999 for hot tubs, or the Public Bathing Place Manual for bathing beaches): _____	h. User Load Breakdown (Square Feet/Bather) Shallow Area: _____ Deep Area: _____ Diving Area: _____	

*Does not apply to bathing beaches.

Part IV: Unit Information (Continued)

81. Filtration System*

a. Filter Type (Check One) □ Sand □ Diatomaceous Earth □ Cartridge	
b. Filter Area (Square Feet):	c. Filtration Rate (GPM/Sq. Ft.):
d. Manufacturer:	
e. Make:	f. Model No:
g. Has the filter been certified by NSF International or by another independent testing agency as meeting the requirements of NSF Standard 50? □ yes □ no	
h. NSF Number: _____	i. Name of testing agency (If not NSF International):

GPM = Gallons per minute

82. Pump*

a. Manufacturer:	
b. Make:	c. Model:
d. Pump Capacity:	
e. Total Dynamic Head:	f. Horse Power:
g. Has the pump been certified by NSF International or by another independent testing agency as meeting the requirements of NSF Standard 50? □ yes □ no	
h. NSF Number: _____	i. Name of testing agency (If not NSF International):

See pump manufacturer specifications for pump information.

83. Disinfection Equipment*

a. Type of disinfectant used (check one):	
□ Chlorine Gas □ Calcium Hypochlorite □ Trichlor □ Chlorine Generation	□ Sodium Hypochlorite □ Dichlor □ Bromine □ Other (Specify): _____
b. Supplementary disinfectant (If applicable):	
c. Feeder Manufacturer:	
d. Make:	e. Model:
f. Number of Units:	g. Capacity (lbs of disinfectant):
h. Maximum Output (lbs/day):	i. Minimum Output (lbs/day):
g. Has the feeder been certified by NSF International or by another independent testing agency as meeting the requirements of NSF Standard 50? □ yes □ no	
h. NSF Number: _____	i. Name of testing agency (If not NSF International):

See disinfectant feeder manufacturer specification for feeder information
*Does not apply to bathing beaches.

Part IV: Unit Information (Continued)

84. Chemical Feeder for pH control*

a. Chemical used:	
b. Feeder Manufacturer:	
c. Make:	d. Model:
e. Number of Units:	f. Capacity (lbs of disinfectant):
g. Maximum Output (lbs/day):	h. Minimum Output (lbs/day):
i. Has the feeder been certified by NSF International or by another independent testing agency as meeting the requirements of NSF Standard 50? □ yes □ no	
j. NSF Number: _____	k. Name of testing agency (If not NSF International):

See feeder manufacturer specifications for feeder information

85. Other chemical feeder*

a. Type of Feeder:	
b. Chemical used:	
c. Feeder Manufacturer:	
d. Make:	e. Model:
f. Number of Units:	g. Capacity (lbs of chemical):
h. Maximum Output (lbs/day):	i. Minimum Output (lbs/day):
g. Has the feeder been certified by NSF International or by another independent testing agency as meeting the requirements of NSF Standard 50? □ yes □ no	
h. NSF Number: _____	i. Name of testing agency (If not NSF International):

See feeder manufacturer specifications for feeder information

86. Recirculation Equipment*

a. Number of Bottom Drains:	b. VGBA compliant drain cover** (yes/no)?:
c. Number of Inlets:	d. GPM of Inlets:
e. Inlet type (check one): □ Wall □ Floor □ Combination	
f. Overflow System (Check one): □ Gutters □ Skimmers	
g. Skimmer Information (If applicable)	□ N/A
Number of Skimmers:	GPM/Skimmer:
g. Have the skimmers been certified by NSF International or by another independent testing agency as meeting the requirements of NSF Standard 50? □ yes □ no	
h. NSF Number: _____	i. Name of testing agency (If not NSF International):

*Does not apply to bathing beaches
**Cover(s) complies with the requirements of the Federal Virginia Graeme Baker Pool and Spa Safety Act

Part IV: Unit Information (Continued)

87. Water Management

a. Drinking Water Supply (Check One): □ Private Water Source Name: ______________________________ □ Public Water Source Name: ______________________________
b. Is this a source approved by the Department of Environmental Protection? □ yes □ no
c. Pool/Hot Tub Water Supply (Check One):* □Private Water Source Name: ______________________________ □ Public Water Source Name: ______________________________ □ N/A
d. Body of Water (lake, river, stream, etc) that the bathing beach is located. Name: ______________________________ □ N/A
e. Wastewater Disposal Method:
f. Is this method approved by the Department of Environmental Protection? □ yes □ no
g. Most recent bacterial test results of the bathing water:

88. Safety Equipment. As required in 28 Pa. Code Chapter 18, the facility shall have one of each of the following safety devices for each unit: reaching device, flotation device, and first aid kit. Check to indicate that a device has been purchased for the unit.
a. Reaching Device (check one) □ pole □ shepherd's crook □ rope b. Flotation Device (check one) □ lifeguard rescue tube □ life ring c. First Aid Kit □ Standard 24-unit first aid kit (See Appendix C)

*Does not apply to bathing beaches.

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Part V: Pennsylvania Department of Health use only

Date Application Received:		
Date Operational Inspection Performed:		
Permit(s) Issued by (Print name):		
Signature:		
Permits Issued on:		
Unit	Name	Permit Number
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

Attach copies of all inspection sheets to the application.

Appendix A – Recommended Public Bathing Place Usage Rules

Each facility should have posted in a prominent location the facility use rules. These rules are intended to inform patrons of behaviors to avoid as well as behaviors that should be encouraged in order to have a safe and healthful enjoyment of the facility. The following are lists of recommended usage rules. Facilities are encouraged to tailor these rules to meet their individual needs and to develop additional rules as needed.

General Rules for Swimming Pools and Other Public Bathing Places:

- Persons with infections or diseases that may be transmitted by the pool water are prohibited (28 Pa. Code §18.53).
- Patrons should shower before entering the pool area.
- No diving in areas of five feet of depth or less.
- No running or rough play.
- No glass containers in the pool area.
- Children under the age of 16 years should be supervised by a parent or guardian.
- Do not swim alone.
- Do not swim during severe weather conditions such as electrical storms or tornado.

Additional General Rules for Spas and Hot Tubs:

- Pregnant women, elderly persons, small children, and persons suffering from heart disease, diabetes, or high or low blood pressure should consult with a physician before using the facility.
- Risk of Drowning - Do not use the spa or hot tub while under the influence of alcohol, narcotics or other drugs that cause sleepiness, drowsiness, or raise/lower blood pressure.
- Do not use the spa if the temperature is above 102 degrees F (39 degrees C).
- Enter and exit slowly.
- Do not use alone. Overexposure to hot water may cause nausea, dizziness and fainting.
- Exit the spa if you experience nausea or dizziness.
- Observe a reasonable time limit. Exit after 10-15 minutes and cool down before re-entering.
- Keep all breakable objects out of the spa area.
- Never place electrical appliances such as radios, TV, telephones within five (5) feet of the spa.
- Do not use or operate the spa if the suction fitting is missing broken or loose.

General Rules for Bathing Beaches:

- Children under the age of 16 must be supervised by an adult
- Swim only in designated areas.
- Do not swim while under the influence of alcohol or drugs.
- Do not swim alone.
- The hours of operation for the swimming beach.
- Emergency contact information for the bathing beach.

Additional Rules for Water Slides:

- One rider at a time. Wait until the landing area is clear before entering the slide.
- Slide in a sitting position or on the back only.
- No "head first" sliding.
- Do not attempt to stop in the slide.
- Leave the catch area immediately.

If lifeguard coverage is not required, the operator should also post a sign stating, "Warning: No Lifeguard on Duty" in letters at least four inches high and the words "Children Under the Age of Sixteen (16) Should be Accompanied by an Adult" in letters at least one inch high.

Signs should be legible and posted prominently inside the public bathing place enclosure and in the bather preparation areas. Note that the rules listed above are intended as a guide and not a regulatory standard.

Appendix B – Sample Daily Log Sheet

Unit Name: _____ Month: _____

Day	Number of Bathers	Disinfection Residual in PPM				Water pH		Operation Data		
		Shallow End		Deep End				Hours Pump Operated	Gallons Fresh Water Added	Water Temp
		AM	PM	AM	PM	AM	PM			
1										
2										
3										
4										
5										
6										
7										
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31										

Date of Last Filter Backwash: _____

Pool Last Drained On: _____

Appendix C – Sanitary Survey Report for Bathing Beaches

The sanitary survey report is a detailed examination of the conditions in and around the natural body of water and should be performed in consultation with the design engineer. The sanitary survey report should include, at minimum, the following:

- Potential sources of contamination upstream including streams, unsewered residential areas, wastewater treatment plants, combined sewer and storm drain outlets, industrial outlets, sanitary landfills, open dumps, animal enclosures, potential high erosion areas and any other source of chemical or biological contamination, including the potential for contamination during and after storm events.
- The volume/flow, location, size and concentration of potential sources of contamination as described in subsection 18.110(1) of the Public Bathing Place Manual, Part II: General Purpose Recreational Bathing Beaches.
- Water sampling for bacteriological, physical, and chemical quality. The testing period shall take place over an eight-week period during the low flow period of the swimming season, the months of July and August. At least two sets of five water samples shall be taken over a period of not less than thirty days. Physical quality testing shall include, but not be limited to, a history of the pH and turbidity of the water.
- Location and levels of boat traffic, including fishing, boating, and canoeing and the location of any marinas or boat docks in the area.
- Water currents and other potential hazards to swimmers, including seasonal or anticipated water level variations.
- The influence of wind, rainfall, current, topography, or unusual factors in the watershed.
- A plot map showing the location of the proposed swimming beach, dimensions, contours, existing land use, and potential sources of contamination drawn to an appropriate scale.
- An evaluation of aquatic plant and animal life.
- The sanitary survey will be conducted with the assistance and/or knowledge of health officials, water and wastewater plant operators, park managers, laboratory personnel, and the appropriate federal agency personnel.

For more information on performing a sanitary survey, consult the Department of Health publication, *Public Bathing Place Manual Part II: General Purpose Recreational Bathing Beaches.*

Appendix D – Recommended First Aid Kit Contents

Under the regulations in 28 Pa. Code Chapter 18, all public bathing places are required to have on site a "standard 24-unit first aid kit, filled and readily available for emergency use." The following is a list of recommended contents that should be kept in the first aid kit:

Two units - 1-inch (2.5 cm) adhesive compress

Two units - 2-inch (5.1 cm) bandage compress

Two units - 3-inch (7.6 cm) bandage compress

Two units - 4-inch (10 cm) bandage compress

One unit - 3-inch by 3-inch (7.6 cm by 7.6 cm) plain gauze pad

Two units - gauze roller bandage

One unit - eye dressing packet

Four units - plain absorbent gauze, ½ square yard (0.42 m^2)

Three units - plain absorbent gauze, 24 inches (61 cm) by 72 inches (180 cm)

Four units - triangular bandages, 40 inches (101.6 cm/1.Om)

One unit - bandage scissors, tweezers

Two units - disposable surgical gloves

One unit - CPR face mask

Two units - protective face shield

Appendix E – Pennsylvania Department of Agriculture Regional Offices

REGIONAL OFFICE	COUNTIES SERVED	
REGION I 13410 Dunham Road Meadville, PA 16336 (814) 332-6890 Fax: (814) 333-1431	Clarion Crawford Elk Erie Forest	Jefferson McKean Mercer Venango Warren
REGION II 2130 County Farm Road, Suite102 Montoursville, PA 17754-9685 (570) 433-2640 Fax: (570) 433-4770	Cameron Clinton Columbia Lycoming Montour	Northumberland Potter Snyder Tioga Union
REGION III Rte, 92 South, P. O. Box C Tunkhannock, PA 18657 (570) 836-2181 Fax: (570) 836-6266	Bradford Carbon Lackawanna Luzerne Monroe	Pike Sullivan Susquehanna Wayne Wyoming
REGION IV 5349 William Flynn Highway Gibsonia, PA 15044 (724) 443-1585 Fax: (724) 443-8150	Allegheny Armstrong Beaver Butler Fayette	Greene Indiana Lawrence Washington Westmoreland
REGION V 7th Street, Cricket Field Plaza Altoona, PA 16601 (814) 946-7315 Fax: (814) 946-7354	Bedford Blair Cambria Centre Clearfield	Fulton Huntingdon Juniata Mifflin Somerset
REGION VI Region VI PO Box 5184 Harrisburg, PA 17110-0184 (717) 346-3223 Fax: (717) 346-3229	Adams Cumberland Dauphin Franklin	Lancaster Lebanon Perry York
REGION VII Route 113 Creamery, PA 19430 (610) 489-1003 Fax: (610) 489-6119	Berks Bucks Chester Delaware	Montgomery Northampton Philadelphia Lehigh