



POLICY AND PROCEDURE MANUAL CENTRAL VALLEY HEALTH DISTRICT

SECTION: ENVIRONMENTAL HEALTH

POLICY #: 513a NEW SWIMMING FACILITY

POLICY: Central Valley Health District has promulgated Regulation #1, governing Swimming Facilities.

PROCEDURE:

1. When a request to open a new swimming facility is made, the Environmental Health Division informs the interested parties of the license requirements.
 - a. A link to these requirements can be found on CVHD's website, or a paper copy is available through the Environmental Health Division.
 - b. The Swimming Facility License Application Form is available on CVHD's website, or by contacting the Environmental Health Division.
 - c. Additionally inform the applicant that other city departments such as Inspection and Fire have standards that must be met.
2. Review the application and discuss findings with the applicant.
3. Conduct pre-operational inspection to determine compliance with health standards using the Swimming Facility Inspection Form.
 - a. Utilize proper equipment to aid in the inspection process.
 - b. Discuss the findings and provide a copy of the form to the applicant.
 - c. If necessary multiple pre-operation inspections may be required.
4. Upon approval and license fee payment, issue a Swimming Facility License.
 - a. Include with the license the Daily Log Form and a list of water sample laboratories.
5. Similar procedures may also be used for the remodeling of a swimming facility.