



ENVIRONMENTAL HEALTH CONSORTIUM  
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## MONTHLY REPORT ON PUBLIC POOL OPERATION

Month/Year: \_\_\_\_\_

Chapter DATCP 76 of the Wisconsin Administrative Code requires that Monthly Reports on the operation of public pools be submitted to the Health Department. The pool operator or person in charge shall fill in the data indicated on the report as completely as possible. A separate report should be filled out for each pool.

**Please mail, fax, or e-mail the report to the address above.** Reports must be submitted to the Health Department by the 10<sup>th</sup> day of the following month.

NAME OF POOL	ADDRESS
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TYPE OF POOL: Swimming Pool Whirlpool Wading Pool Water Attraction, # of slides: \_\_\_\_\_ Other: \_\_\_\_\_

The following items should be checked regularly to assure that they are being properly maintained:  
(Place an X if equipment is on hand and properly maintained.)

First Aid Kit	Depth Markings	Test Kit	Spine Board	Emergency Phone
Handrails/Grabrails	Shepard's Crook/Ring Buoy	Two Blankets	Safety Rope	Lifeguard Chair

Brand name of your VGBA cover:	Date it was last replaced:	Date interlock testing was conducted:	Who conducted interlock test:
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Are there lifeguards on duty? Yes, # _____ No	Lifeguard Staffing Plan? Yes No	Does your facility offer instructional programs? Yes No	Are instructional programs staffed by a lifeguard? Yes No
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**Remarks:** Please note any

1. Unusual occurrence(s) and corrective actions	3. Changes in equipment (All equipment must be NSF approved or equivalent)	5. Fecal accidents and illness, injury or death reports
2. Chemical levels that do not comply with code requirements	4. Changes in person responsible for pool maintenance	

Person responsible for pool maintenance:	
NAME	CONTACT INFO

Authorized Signature		
SIGNATURE	TITLE	DATE

**Instructions:** All the information must be filled in daily and signed by the person in charge.

**Patron Loading:** Columns must show the maximum number of patrons using the pool at any one time and total number patrons for the entire day.

Filter Backwash: Place a 'B' in the column for any day the filter is backwashed.

**Chemical Control:** Enter pH and chlorine/bromine/ORP test readings. Test swimming pools at least twice daily and whirlpools at least four times daily.

Water Appearance: Place an 'X' in the clear or turbid column.

Cartridge Filter Cleaned/Changed: Place a 'C' in the column for any

If an ORP with a digital read is used, then only 1 test is required.

**Water Attraction/Slide Inspection:** Place and 'I' in the column after performing the daily inspection and operation test.

day the cartridge filter is cleaned or changed.

Record combine chlorine, alkalinity, and cyanuric acid as required. Enter

Whirlpool Drained: Place a "D" in the column

Wimpoor Drained: Place a "D" in the column for any day the pool drained.

is the amount of each chemical used as lbs or gals.

Pool Name:

**Month/Year:**