**PART 4: POLICIES AND MANAGEMENT (MAHC 6.0)**

**Subpart A: Staff Training**

**WAC 246-261-600010 Staff Training** (2023 MAHC 6.0.1)

(1) **Training**. All staff, or any others who are involved in the STORAGE, use, or handling of chemicals shall receive training prior to access of chemicals and receive at least an annual review of procedures thereafter.

(2) **Training Plan**. Employers shall have a training plan in place and implement training for employees on chemicals used at the AQUATIC FACILITY before their first assignment and whenever a new hazard is introduced into the work area. The training shall comply with Chapter 296-901 WAC.

(3) **Training Records**. Records of all training shall be recorded and maintained on file at the facility for a period of at least 3 years.

(4) **PPE Provided and Disposed**. PPE shall be provided and properly disposed.

**Subpart B: Qualified Operator Training**

**WAC 246-261-601010 Qualified Operator Qualifications and Certification** (2023 MAHC 6.1.1)

(1) **Qualifications**. A QUALIFIED OPERATOR of an AQUATIC FACILITY shall have completed an operator training course that is recognized by the DEPARTMENT or on the Council for the Model Aquatic Health Code Certified Products and Services list.

(2) **Training Documentation**. A QUALIFIED OPERATOR shall have a current certificate or written documentation acceptable to the DEPARTMENT or LOCAL HEALTH OFFICER showing completion of an operator training course.

(a) **Certificate Available**. Originals or copies of such certificate or documentation shall be available onsite for inspection by the DEPARTMENT or LOCAL HEALTH OFFICER for each QUALIFIED OPERATOR employed at or contracted by the site, as specified in this chapter.

(b) **Originals**. Originals shall be made available upon request by the DEPARTMENT or LOCAL HEALTH OFFICER.

**WAC 246-261-601020 Essential Topics in Qualified Operator Training Courses** (2023 MAHC 6.1.2) **Course Content**. All operator training courses recognized by the DEPARTMENT shall include, at a minimum, the following teaching elements as listed in MAHC 6.1.2 (5th Edition).

**WAC 246-261-601030 General Requirements for Operator Training Courses** (2023 MAHC 6.1.3)

(1) **Recognized Courses**. Operator training courses shall be developed by individuals or organizations with expertise in AQUATIC FACILITY operation and maintenance and expertise in education or training as evidenced by combined work experience and training. Providers of recognized operator training courses, if required by the DEPARTMENT to verify that the course meets the requirements and intent of this chapter, shall submit course information including:

(a) Course development expertise,

(b) Course content,

(c) Course length,

(d) Instructor qualifications,

(e) Exam administration,

(f) Certificate procedures, and

(g) Updates of information as changes are made.

(2) **Course Content**. Training materials at a minimum, covering all of the essential topics as outlined in WAC 246-261-601020 shall be provided and used in operator training courses.

(3) **Course Length**. Course agenda or syllabus shall show time planned for each essential topic.

(4) **Instructor Requirements**. Operator training course providers shall furnish course instructor information including:

(a) Expertise in AQUATIC FACILITY operation and maintenance, as evidenced by work experience and/or training;

(b) Completion of an operator training course, which at a minimum, covers all of the essential topics as outlined in WAC 246-261-601020, including passing the final exam,

(c) Successful completion of an operator training instructor course, and

(d) If the operator training course is online, procedures which make such an instructor available to answer students’ questions during normal business hours.

(5) **Final Exam**. Operator training course providers shall:

(a) Furnish course final exam information including:

(i) Final exam(s), which at a minimum, covers all of the essential topics as outlined in WAC 246-261-601020,

(ii) Final exam passing score criteria, and

(iii) Final exam security procedures.

(b) Provide final exam administration, proctoring and security procedures including:

(i) Checking student’s government-issued photo identification, or another established process, to ensure that the individual taking the exam is the same person who is given a certificate documenting course completion and passing of exam;

(ii) Final exam completion is without assistance or aids that are not allowed by the training agency; and

(iii) Final exam is passed, prior to issuance of a QUALIFIED OPERATOR certificate.

(6) **Course Certificates**. Operator training course providers shall furnish course certificate information including:

(a) Procedures for issuing nontransferable certificates to the individuals who successfully complete the course work and pass the final exam,

(b) Procedures for delivery of course certificates to the individuals who successfully complete the course work and pass the final exam,

(c) Instructions for the participant to maintain their originally issued certificate, or a copy thereof, for the duration of its validity, and

(d) Procedures for the operator training course provider to maintain an individual’s training and exam record for a minimum period of 5 years after the expiration of the individual’s certificate.

(7) **Certificate Renewal**. Operator training course providers shall furnish course certificate renewal information including:

(a) Criteria for re-examination with a renewal exam that meets the specifications for initial exam requirements and certificate issuance specified in this chapter or

(b) Criteria for a refresher course with an exam that meets the specifications for the initial course, exam, and certificate issuance requirements specified in this chapter.

(8) **Certificate Suspension and Revocation**. Course providers shall have procedures in place for the suspension or revocation of certificates.

(a) **Evidence of Health Hazard**. Course providers may suspend or revoke a QUALIFIED OPERATOR’S certificate based on evidence that the QUALIFIED OPERATOR’S actions or inactions unduly created SAFETY and health hazards.

(b) **Evidence of Cheating**. Course providers may suspend or revoke a QUALIFIED OPERATOR’S certificate based on evidence of cheating or obtaining the certificate under false pretenses.

(9) **Additional Training or Testing**. The DEPARTMENT or LOCAL HEALTH OFFICER may, at its discretion, require additional operator training or testing.

(10) **Course Recognition**. The DEPARTMENT may, at its discretion, recognize, choose not to recognize, or revoke a previously accepted course based upon demonstration of inadequate knowledge or poor performance of its QUALIFIED OPERATORS, or due cause.

(11) **Length of Certificate Validity**. The maximum length of validity for QUALIFIED OPERATOR training certificate shall be 5 years.