

Water Recreation Injury/Death Reporting Form



This form is for local health jurisdictions to use when investigating and reporting serious injuries and deaths that occur at water recreation facilities. Serious injury is defined in WAC 246-260-010(66). For guidance on completing this form, use the “Instructions and Rationales” document.

Send completed forms to the state Department of Health at WaterRecreation@doh.wa.gov. If assistance is needed, contact our Water Recreation Program at 360-236-3330 or www.doh.wa.gov/watersafetycontact.

I. General Information

1. Investigation Date:

2. Investigator Name:

3. Investigator Agency:

4. Date of Incident:

5. Time of Incident: : AM PM

6. Facility Name:

7. Facility Address: County:

8. Facility Phone:

9. Facility Owner or Operator Name:

10. Date when the agency was notified of this incident:

11. Who reported the incident? Owner/Manager of Water Recreation Facility Patron
 Other:

II. Incident Information

12. Was this impact injury or drowning? Impact Injury Drowning (fatal or nonfatal - See instructions)
 Both Neither:

13. Any underlying health condition that preceded and may have contributed to the incident?
 Yes No Information not available

14. Did the victim appear to be or confirmed to be intoxicated? Yes No Information not available
If yes, what? Alcohol Drug/Medication Other:
Who provided the information? Witness Police Report Coroner’s Report Other:

15. Was this the first time the victim used this facility? Yes No Information not available

16. How long had the victim been in the water before the incident? minutes Information not available
 N/A

17. Was the victim doing any of these things?
 Intentionally swimming underwater or staying underwater for long periods.
 Hyperventilating or taking rapid deep breaths before going under water.
 Neither Information not available

18. What was the victim doing prior to the incident? Walking Running Sitting Using locker room
 Horseplay on the deck Swimming in water Sitting in water Floating with a floating device
 Wading in water Diving Jumping or sliding into water Falling in water Climbing into water
 Horseplay in water Information not available Other:

For Impact Injury, fill out #19-23

19. Type of injury? Bruise Laceration Sprain Fracture Concussion Internal organ injury
 Spinal injury Other:

20. Part of the body injured?

21. Where did the injury occur? In the water On the deck On the beach Locker room
 Information not available Other:

22. What was the victim impacted against? Pool deck Pool floor Pool wall Pool bench
 Beach floor Diving equipment Another bather Information not available
 Other:

23. What was the water depth where impact occurred? feet deep Information not available N/A

For Drowning, fill out #24-29

24. Was active drowning witnessed? Yes, witnessed by:
 No N/A

25. How deep is the water where the victim was last seen? feet deep Information not available

26. What time was it when the victim's face was first submerged? : AM PM
 Information not available

27. How deep is the water where the victim was recovered from? feet deep Information not available

28. Exact time when the victim was removed from the water? : AM PM
 Information not available

29. Duration the victim was underwater? minutes seconds Information not available

Outcome After the Incident

30. What happened to the victim after the incident? Treated and released at the site
 Transported to ER or clinic Pronounced dead at the site Information not available
 Other:

31. If transported to ER or clinic, what happened after? Treated and released Admitted to hospital
 Pronounced dead Information not available N/A Other:

32. If admitted to hospital, what happened after? Treated and released Referred for further care
 Pronounced dead Information not available N/A Other:

33. Final outcome of the injury? Full recovery Death Moderate to severe disability/permanent damage
 Information not available Still developing Other:

III. Victim Information

34. Age? years and months old

35. Height? feet inches

36. Weight? pounds

37. Gender? Male Female Information not available Other:

38. Primary Language spoken at home? English Other: Information not available

39. What was the person wearing? Swim suit Street clothes Other:

40. Was the person wearing a Coast Guard certified lifejacket? Yes No Other:

41. Swimming ability? Non-swimmer Can only float Beginner Can swim 80 ft (approx. 25 m)
 Intermediate or better Information not available

42. Has the person taken any swim lessons? Yes No Information not available

IV. Facility Information

43. Is this facility usually lifeguarded? Yes No Other:

44. Facility type? Swimming pool Spa pool Wading pool Spray pool Wave pool
 Waterslide Waterslide receiving pool Bathing beach Other:

45. Indoor or outdoor? Indoor Outdoor Other:

46. Surface area of the water? < 250sf 250-1500sf > 1500sf N/A

47. Maximum bather load of the facility? bathers Information not available N/A

48. Actual bather load at the time of incident? bathers Information not available N/A

49. Lifeguard/attendant stationed at the pool/beach at the time of incident? Yes No

Information not available

If yes, how many lifeguards/attendants were actively guarding the facility?

How many lifeguards/attendants were supposed to be guarding this facility according to the facility's lifeguarding plan?

50. Were there children (17 years or younger) unsupervised in the pool without a responsible adult, a lifeguard/attendant, or a buddy at the time of incident as required? Yes No Information not available

For facilities that *are* usually lifeguarded, fill out #51-58

51. Do lifeguarding plans exist? Yes No Other:

52. Was lifeguarding operation at the time of incident consistent with the lifeguarding plans? Yes No

Information not available Other:

If no, describe any deviation from the plans:

53. Do lifeguards/attendants have drills for meeting 30 second response at least twice a year? Yes No

Other:

54. Are all lifeguards/attendants CPR and First Aid certified? Yes No

Other:

55. Do lifeguards/attendants have designated lifeguard stations? Yes No

Other:

56. Are lifeguards/attendants rotated and provided resting periods? Yes No

Other:

57. Are in-service training programs provided and recorded? Yes No

Other:

58. Do lifeguards/attendants perform regular drills to ensure they can effectively rescue in deep areas of pool/beach?

Yes No Other:

For facilities that *are not* usually lifeguarded, fill out #59-60

59. Is there a sign stating age restrictions as required in WAC 246-260? Yes No

Other:

60. Is on-going notification provided to responsible adults about pool use rules for children at least annually as required in WAC 246-260? Yes No Other:

V. Rescue/Care Given at the Facility

61. Who first saw the victim in distress needing help/rescue? Lifeguard/attendant Responsible adult
 By-stander EMT Facility staff Friend/acquaintance/relative Other:

62. Who provided initial response to the victim? Lifeguard/attendant Responsible adult By-stander
 EMT Facility staff Friend/acquaintance/relative Other:

63. How long did it take for the lifeguard/attendant to get to the victim after recognizing that there was an emergency? minutes seconds Information not available N/A

64. Was any emergency equipment used? Yes No If yes, what?

65. Was all the required emergency equipment present at the facility at the time of the incident?
 Yes No If no, what was missing?

66. Was the victim breathing at the time of rescue? Yes No Information not available

67. Was pulse detected at the time of rescue? Yes No Information not available

68. Was EMS called? Yes No

For CPR/AED response, fill out #69-76

69. Was chest compression performed? Yes No N/A

70. Who provided chest compression? Lifeguard/attendant Responsible adult By-stander EMT
 Facility staff Friend/acquaintance/relative N/A Other:

71. Was ventilation provided? Yes No N/A

72. Who provided ventilation? Lifeguard/attendant Responsible adult By-stander EMT
 Facility staff Friend/acquaintance/relative N/A Other:

73. Was AED performed? Yes No N/A

74. Who performed AED? Lifeguard/attendant Responsible adult By-stander EMT
 Facility staff Friend/acquaintance/relative N/A Other:

75. Time between the first rescuer reaching the victim and the beginning of CPR/AED?
minutes seconds Information not available N/A

76. Did CPR/AED successfully resuscitate the victim at the site? Yes No Info not available N/A

VI. Environmental Conditions

Questions #77-84 refer to the conditions at the time of incident

77. Weather conditions? Clear Cloudy Rainy Windy Foggy Thunder
 Information not available Other:

78. Air temperature? degrees F Information not available

79. Water temperature? degrees F Information not available

80. Water clarity?

- Able to see the deepest bottom and main drains clearly.
- Cloudy but the bottom and main drains are still visible.
- Able to see some parts of the bottom or main drains.
- Unable to see any part of the bottom or main drains.
- Information not available

81. Water surface? Calm Small ripples Choppy Heavy waves/surf Information not available

82. Did fog, steam, smoke, etc. possibly make it difficult to spot the victim? Yes No
 Information not available

83. Did glare possibly make it difficult to spot the victim? Yes No Information not available

84. Did poor lighting possibly make it difficult to spot the victim? Yes No Information not available

Questions #85-87 refer to the conditions at the time of investigation

85. Water temperature? degrees F

86. Water clarity?

- Able to see the deepest bottom and main drains clearly.
- Cloudy but the bottom and main drains are still visible.
- Able to see some parts of the bottom or main drains.
- Unable to see any part of the bottom or main drains.

If cloudy, how far (deep) can you see with a Secchi disk? feet

87. What are the light meter readings? Indoor facility (day or night) Outdoor facility (night) N/A

On the water surface: foot candles (darkest) to foot candles (brightest)

On the pool deck: foot candles (darkest) to foot candles (brightest)

VII. Incident Narrative

Describe how the incident happened in detail in chronological order. Try to include the entire sequence of events starting from what the victim was doing before the incident, how the victim got involved in the incident, who was with the victim, who witnessed the incident, and ending with how the victim was recovered/rescued, what care was given, and what happened to the victim afterwards. Don't include identifiable information such as people's names. Use expressions such as "victim," "victim's father," "lifeguard A," "operator," and "by-stander B." If video surveillance is available, a minute-by-minute description of the incident is possible and preferred. Add additional pages if needed.

VIII. Sketch of the Area

Draw or insert a sketch of the area with applicable information such as location of injury, location of facility staff and/or responsible adult, position of person who spotted the injured person, location of emergency equipment, and depth of water at injury area. Add additional pages or include other forms of visual layouts if needed.



