Writing the Water Safety Management Plan Executive Summary

Bill Pearson
BPEARSON Consulting LLC
Writing the Executive Summary ...

**WATER SAFETY (RISK) MANAGEMENT STEPS**

- ROLES & RESPONSIBILITIES
- WRITING THE SUMMARY
- DESCRIBE THE BUILDING
- IDENTIFY RISK
- MITIGATE RISK
- CORRECTIVE ACTIONS
- DOCUMENTATION
- RESOURCES & TOOLS
The NEW FOCUS on *Legionella* and Disease Prevention . . .

A LOT has happened in the last 3 years+ since ASHRAE 188!
NEWLY Updated Release
ASHRAE Standard 188-2018 (August 2018)

New update to Standard includes:

- Comprehensive update to enforceable, code-intended language

- Addendums a–h from the public and reviews since first release in 2015
What about ASHRAE Guideline 12-2000…

WHERE’S THE BEEF?!

A repeated Standard 188 Public Review Question / Comment

Under revision: 2019 Release / 2Q?

Guideline 12-2000R

Minimizing the Risk of Legionellosis Associated with Building Water Systems

Approved by the ASHRAE Standards Committee February 5, 2000; by the ASHRAE Board of Directors February 16, 2000.

© 2018 IDEXX Laboratories, Inc. All rights reserved.
Note: CMS does not require water cultures for Legionella or other opportunistic water-borne pathogens. Testing protocols are at the discretion of the provider.
NASEM forms a *Legionella* committee

The National Academies of Sciences • Engineering • Medicine

Management of *Legionella* in Water Systems

**Meeting (1):** Feb 7–8, 2018 / **Meeting (2):** May 7, 2018 / **Meeting (3):** July 30, 2018

**Meeting (4):** Oct 22, 2018
The National Academies of Sciences • Engineering • Medicine
Management of *Legionella* in Water Systems

Centers for Disease Control and Prevention
February 8, 2018
Increases are apparent across the country, even with geographic differences in incidence — 2005

Rates of reported legionellosis cases by state, 2005
Cases/100,000 population

Source: National Notifiable Diseases Surveillance System
Increases are apparent across the country, even with geographic differences in incidence — 2010

Rates of reported legionellosis cases by state, 2010
Cases/100,000 population

Source: National Notifiable Diseases Surveillance System
Increases are apparent across the country, even with geographic differences in incidence — 2015

Rates of reported legionellosis cases by state, 2015
Cases/100,000 population

Source: National Notifiable Diseases Surveillance System
NSF International holds First Ever Legionella Conference

**LEGIONELLA CONFERENCE 2018**

**MANAGING LEGIONELLA AND OTHER PATHOGENS IN BUILDING WATER SYSTEMS**

May 9 – 11, 2018
Hilton Baltimore

“Prevention of Disease & Injury Associated with Building Water Systems”
Legionella has Everyone’s Attention

- ASHRAE, AWT, CTI, IWC, NSFi, NSF, NASEM, ASTM, AWWA, WQA
- CDC, EPA, VHA, State and Local, DOHs, DHMHs
- ASHE, AIHA, CMS, TJC, NIH
- Related industry organizations APIC, ASPE, IAPMO, WRF…
  … and many, many more!
What are *Legionella* Water Safety Management (WSM)* Plans?

* WSP = water safety plan (WHO)
* WMP = water management plan (ASHRAE)
* WSMP = water safety management plan (WRF)

- A written plan identifying hazardous conditions and steps taken to control the growth and spread of *Legionella* (and other pathogens) in building water systems to prevent disease.

- Having a water (safety) management program is now an industry standard for large buildings and healthcare facilities in the United States.
To comply with Standard 188, facility owners & managers must…

1. **Establish a team** with assigned responsibilities and accountabilities

2. **Have, practice, audit, and maintain a water (safety) management program** for the control of *Legionella* bacteria associated with building water systems
What is an ‘Executive Summary’? ...

**Wikipedia:** An *executive summary*, or management summary, is a short document or section of a document, produced for business purposes, that summarizes a longer report or proposal or a group of related reports in such a way that readers can rapidly become acquainted with a large body of material without having to read it all.
What is a WSM plan Executive Summary?

WSM plan Executive Summary is the same:

- Simply an overview summary of the WSM plan
- A short *Forward* or ‘ES-titled’ section of the WSM plan
- Summarizes the longer (full) WSM plan document
- Provides readers a quick acquaintance with the longer (WSM) document without having to read it all …
Writing the Executive Summary

When writing a WSM plan Executive Summary:

- **Write it last** – while it's the beginning of a finished WSM plan, write the executive summary after writing everything else.

- Emphasize the **importance** of a WSM plan – i.e., to manage *Legionella* in building water systems to prevent disease.

- **Keep it short** – less is more – summarize the essentials.

- **Keep it simple** – most are short texts, often with bullets and subheadings – an illustration, graph or picture may be useful.

- Organize in order of WSM plan importance to show emphasis.

- Can be **repurposed** as a summary memo – PR / media.
Executive Summary and the Water Safety Management (WSM) Plan

Summary:

- Make your WSM Plan relevant and simple
- There are few standards; guidelines are the norm
- Guidelines and standards are steered by **Validation**
- Risk Management is a repetitive process of continuing improvement
- So long as the process of assessment, mitigation and validation is followed – the presence of *Legionella* is simply an opportunity for improvement
- Risk Management can be your friend – and does prevent disease!