

## Fitness Center Risk Prevention – Safety Checklist Companion

This checklist is designed to pair with the article “Fitness Center Risk Prevention: Practical Steps to Reduce Injury Risk.” It provides a practical reference for owners, operators, and managers to support consistent risk control. This checklist should be adapted to facility layout, equipment, staffing model, and applicable requirements.

### Daily or Shift-Based Safety Checks

#### Facility and Housekeeping

- Walkways, aisles, and exits are clear and unobstructed
- Floors are dry, intact, and free of trip hazards
- Wet areas (locker rooms, entrances) are monitored and addressed promptly
- Loose equipment is stored properly and not left on the floor

#### Equipment Condition

- Cardio and resistance machines appear stable and in proper position
- Emergency stop features on powered equipment are functional
- Free weights and accessories are returned to designated storage
- Damaged or malfunctioning equipment is removed from service and clearly marked

#### Visibility and Environment

- Lighting is operational in workout areas, locker rooms, corridors, and stairs
- Ventilation systems are operating normally
- Cleaning products are stored away from member access

#### Emergency Readiness

- Emergency exits are clearly marked and unobstructed
- First Aid kits are stocked and accessible
- AEDs indicate ready status and are accessible

### Weekly Safety and Condition Checks

- Inspect equipment for loose bolts, cables, belts, chains, or unusual wear
- Verify machines remain properly spaced and anchored where required
- Review storage racks, hooks, and shelving for stability
- Check floor mats, transitions, and edges for movement or damage
- Inspect lighting for dim or flickering fixtures
- Confirm safety signage remains visible and legible

## Monthly or Periodic Safety Reviews

- Conduct more detailed equipment inspections aligned with manufacturer guidance
- Review housekeeping practices for effectiveness in high-traffic areas
- Inspect wall- and ceiling-mounted fixtures for secure installation
- Review chemical inventory, labeling, and storage practices
- Evaluate ventilation and air quality performance with service providers as needed

## Training, Supervision and Communication

- Staff are trained on hazard recognition and reporting expectations
- New member orientation includes safe equipment use and facility rules
- Re-racking, storage, and housekeeping expectations are communicated clearly
- Emergency procedures are reviewed periodically with staff

## Additional Considerations for 24/7 Access Facilities

- Access control systems restrict entry to authorized members
- Video surveillance covers entrances, exits, and key activity areas
- Parking areas and exterior walkways are well lit
- Emergency communication options are clearly posted and functional
- Extended hours are reviewed as an operational change with documented controls

## Documentation and Follow-Up

- Safety observations, incidents, and near misses are documented
- Corrective actions are tracked to completion
- Trends are reviewed periodically to identify recurring risks

## Important Note

This checklist is intended as general risk-management guidance. It does not replace professional advice, manufacturer requirements, applicable codes, standards, or legal obligations.