Legionella water temperature and flushing log

Business: _____ Site / area: _____ Week / month: _____

How often: Sentinel outlet temperatures monthly. Flush little-used outlets at least weekly. Your legionella risk assessment may set other checks, such as tank inspections.

Date	Outlet	Check	Temp (°C)	Time run	Action taken	Initials

Checked by manager (name / signature / date): _____

How to use this legionella water temperature and flushing log

What to record

- Date of the check
- Which outlet: name each sentinel outlet (usually the nearest and furthest from the tank or heater)
- Hot or cold, and the temperature reached
- How long the water ran before reaching that temperature
- Weekly flushing of little-used outlets, such as spare showers and guest-room taps
- Any reading out of range and the action taken
- Who did the check

Common mistakes

- Checking the same convenient tap every month instead of the nearest and furthest outlets
- Recording a temperature without noting how long the water ran
- Forgetting to flush showers in empty guest rooms during quiet periods
- Throwing away old records before five years are up

Sources

- HSE: Hot and cold water systems, things to consider: https://www.hse.gov.uk/legionnaires/things-to-consider.htm
- HSE: Legionnaires' disease, what you must do: https://www.hse.gov.uk/legionnaires/what-you-must-do/index.htm
- HSE: Monitoring and keeping records: https://www.hse.gov.uk/legionnaires/what-you-must-do/keeping-records.htm
- HSE: HSG274 Part 2, control of legionella in hot and cold water systems (PDF): https://www.hse.gov.uk/pubns/priced/hsg274part2.pdf
- HSE: L8 Approved Code of Practice, Legionnaires' disease: https://www.hse.gov.uk/pubns/books/l8.htm