

HQS Inspection Checklist

This checklist is provided as a guide only

Units often fail inspections because landlords and tenants may not be aware of all HQS requirements or may overlook needed repairs before the inspection. RHA provides this checklist guide to help thoroughly review the unit and complete any necessary repairs in advance. Please pay close attention to life-threatening deficiencies, as these items must be corrected and re-inspected within 24 hours. While this guide is not a complete overview of all HQS requirements, it highlights common issues that may result in a failed inspection.

	Does my unit meet Housing Quality Standards?	Y/N
Life Threatening - 24 Hour Deficiencies	Smoke detector(s) missing, not installed in all needed locations? There is a battery-operating or hard-wired detector?	
	Carbon Monoxide detector installed if Gas appliance(s) present? Present on attached garages?	
	Flammable material not stored within 3' of fuel burning device or heater?	
	Egress exterior doors, garage door, bedroom window/door fully accessible?	
	GFCI protected within 6' of water source?	
	Light fixture(s) are securely mounted on ceiling or wall and no electrical connections or wires are exposed?	
	No missing or broken light bulbs?	
	All outlet(s) or switches have a cover plate and there are no exposed connections or wiring?	
	Electrical service panel is easily accessible and there aren't exposed wiring/conductors.	
	Water heater – TPR is the correct material, slope and its the proper discharge length?	
	Water heater – Flue correctly aligned?	
General 30-Day Deficiencies	Garage door operates as designed/locks and weatherstripping has no large gaps?	
	Entry door operates as designed/locks and weatherstripping has no large gaps?	
	Range all burners/oven operates (nothing missing)?	
	Sink/Shower/Tub does not leak/drip and operates as designed? Clear of deterioration surfaces?	
	Ventilation: The Bathroom has ventilation? Is the kitchen vent/filter operating, present and clean?	
	Refrigerator/Freezer functions as designed and gasket intact?	
	Sharp edges: Unit is free of all property owned sharp edges? No broken glass or other sharp issues on/near walkways?	
	Handrails are grippable and present on 4+ steps and any balcony/elevated surfaces that are more than 30" ?	
	Windows are intact, operable, & lockable?	
	Gutters/Soffit: gutters/downspouts intact and soffit/fascia is free of penetrating holes?	
	Unit & exterior is free of ¾" tripping hazards?	
Fences that provide safety/security don't have large holes, falling sections or inoperable gates?		
Elevator is uneven (¾" difference), inoperable, safety reverse inoperable or certificate is expired/not available?		