

UNIFORM INSPECTION CHECKLIST – HOARDING / EXCESSIVE CLUTTER

UNIFORM INSPECTION CHECKLIST – QUICK REFERENCE

The vast majority of hoarding cases that are seeking assistance or being reported, ranging from preventative measures to crisis management and rectification planning, arise from inspectional issues. The Uniform Inspection Checklist (UIC) is a tool that provides a universal and effective protocol for all parties involved at any stage of the case process. The UIC covers the minimum safety and sanitation standards required by multiple inspection sources such as: housing authority, property management, code enforcement, public health, and Fire. The universal nature of the UIC allows it to be used in a multitude of settings and geographic locations by a wide range of users including but not limited to individuals, friends, families, inspectors, social service agencies, and service providers. Use of the UIC allows for specific, objective, and coordinated assessment and planning while providing reasonable and measurable outcomes. The UIC ensures all involved parties, including the resident, have clear and consistent expectations and guidelines for rectifying and maintaining a safe and sanitary home environment.

It is important to note that the North Shore Peer Advisory Committee reviewed and provided input based on their own personal lived experience with hoarding disorder and inspectional issues. Their input provided valuable insight that greatly affected the language of the UIC. This input helped produce the most understandable and actionable resource possible to identify, assess, and address safety and sanitation issues for hoarding cases at any level of insight and motivation. Additionally, the North Shore Hoarding Task Force worked diligently to ensure the universal aspect of the UIC to provide a resource that is applicable and available to as many individuals and agencies as possible. Please feel free to contact me with any questions or feedback you may have regarding the development or use of this tool.

Sincerely,



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Uniform Inspection Checklist -Quick Reference

Date Completed:		Person Completing This Form:	
Address:		Town:	

RESIDENT The purpose of inspection is to ensure housing is decent, safe, sanitary, & in good repair. Inspector must be able to view, reach, and test all items on inspection checklist.

INSTRUCTIONS Use **P** to indicate **Pass** if item **MEETS STANDARD** of target or **F** to indicate **Fail** if the item **DOES NOT MEET STANDARD** of target. Write any specific information in space to right of target.

STEP 1	P=Pass F=Fail	The following items must be UNOBSTRUCTED ~ completely clear of any items ~	SPECIFIC AREA NEEDING TO BE ADDRESSED (EX: BACK DOOR, BEDROOM WINDOW, PATH FROM BEDROOM TO KITCHEN, ETC.)
HARM REDUCTION TARGETS		Egresses - <i>means of exit</i> - must be unobstructed	
		Minimum of 36" wide unobstructed and continuous pathways throughout residence	
		Smoke detectors, CO detectors, & sprinkler heads (<i>all that apply</i>)- must be unobstructed	
		All doors must be unobstructed : including entry & exit, closet, cabinet, pantry, etc. (inspector must be able to open & close doors fully & freely, & be able to latch if applicable)	
		Minimum of 1 unobstructed window in living room, each bedroom, and any other room in home with windows for emergency exit	
		Toilets, stoves, ovens, refrigerator, washing machine/dryer, open flame heat sources, fireplaces, water unit, a/c, heat thermostats, trash containers must be unobstructed	
		Emergency pull cords - (<i>if applicable</i>) end of cord must be no more than 18" from the floor must be unobstructed	

STEP 2	P=Pass F=Fail	The following items must be ACCESSIBLE ~ easily able to be reached by inspector ~	
PRIMARY INSPECTION TARGETS		Windows must be accessible (<i>any not included on unobstructed list</i>)	
		Electrical panel(s) & electrical outlets must be accessible	
		All heat sources must be accessible	
		All plumbing fixtures & pipes, including plumbing under all sinks must be accessible	
	Sinks, bathtubs, & showers must be accessible		

STEP 3	P=Pass F=Fail	The following items provide a guide for addressing GENERAL HEALTH AND SAFETY.	
GENERAL HEALTH AND SAFETY TARGETS		Sinks must function and show routine use & care	
		Kitchen area must have a clear & clean space sufficient for food preparation	
		Refrigerator & freezer clean, not overfilled, no expired or rotting food	
		No expired or decaying food or garbage (to attract vermin)	
		All pilot lights must be lit (if gas)	
		Stove, range w/ oven - interior, exterior, & top must be clean & free of debris NO flammable items on or within 6" of stove top	
		No evidence of infestation	
		Garbage & debris must be removed from residence on routine basis	
		No trip hazards, fall hazards, or avalanche risk	
		No extension cords under carpets or across floors or rooms of residence	
		No long-term storage of newspapers, magazines, papers, or flammable liquids to cause fires	
		No exposed or frayed electrical wiring	
		No inoperable or unregistered vehicles in yard (<i>if applicable</i>)	
		No excessive pet odor, pet hair, pet waste	