

# SOBER LIVING COALITION INSPECTION CHECKLIST

Updated May 2006

Below are the questions the coalition peer inspectors will be asking when they review your home. Make sure your home is fully prepared prior to the inspection date.

## HEALTH REVIEW

**Every place in the home must be clean, well maintained and free of pest infestation. Piles of newspapers, clothes or other stored materials in any location could create a fire hazard. Below are the principal items to look for:**

1. Any signs of roach or other pest infestation problems?
2. Kitchen and appliances clean and well maintained? At least 1 Refrigerator for every 6 residents.
3. Refrigerators' temperature reads 36 to 44 degrees and freezers at approximately 0 degrees.
4. Is there adequate and clean food storage space provided?
5. Are any piles of newspapers, clothes or other stored materials creating a fire or safety hazard?
6. Are bathrooms clean and orderly? Do Six (6) or fewer residents share a bathroom?
7. Are the furniture and furnishings clean and of reasonable quality?
8. Do all sleeping rooms provide all residents with adequate space?

## SAFETY REVIEW

**Home must meet basic safety requirements. These are the principal items:**

1. Are there smoke detectors in every sleeping room, hallway, inside smoking areas and outside of kitchen?
2. Is there a fire extinguisher 6 to 8 feet from stove and 4 to 6 feet from the floor?
3. Are there at least two properly identified exits in case of emergencies?
4. Is the property address on the front of the house clearly visible from the street?
5. Are the home address, emergency and utility phone numbers posted near the telephone?
6. Is smoking prohibited in areas that could be considered a fire hazard?
7. Are there appropriate approved safety disposal containers for smoking materials?
8. Are there any electric outlets or extension cords that could be considered a fire hazard?
9. Are water heaters strapped and is there a key wrench to shut off gas at the meter? (recommendation only)
10. Does the management state, and does the building appear, to meet local building and safety codes?
11. Are the house and grounds well kept and consistent with the quality of the neighborhood?

## MANAGEMENT REVIEW

1. Has the house leader completed the sober housing workshop, and does he/she have the basic skills to manage?
2. Is there a clear and concise description of the operation of the home?
3. Is there a clear acceptance criterion for all applicants?
4. Is there a Personal Data Information Sheet for each applicant and resident?
5. Is there a resident, lodger or house member agreement?
6. Do the resident rules cover key issues? Are the rules clear and easy to understand?
7. Do the residents have a significant role in the management of the facility?
8. Does management provide any recovery or treatment services as defined by State licensing?
9. Does the home have General Liability coverage of at least \$500,000?
10. Have all management and house leaders signed the Code of Ethics?