


**HOUSING QUALITY STANDARDS
SELF-INSPECTION CHECKLIST**



	Major Areas of Unit	Question to Ask	Yes or No	Repairs Needed
Mechanical Items	Electricity	1. Do all fixtures and outlets work?		
		2. Is there lighting in common hallways and porches?		
		3. Are all outlets, light switches, and fuse boxes properly covered with no cracks or breaks in the plates or doors		
		4. Are electric fixtures securely fastened without hanging or exposed wires?		
		5. Does the unit have a properly working & installed Ground Fault Circuit Interrupter (GFCI) Outlet?		
		6. Are all 3 prong electrical outlets grounded?		
	HVAC	7. Are all utilities on the day of the inspection?		
		8. Is there permanently installed and properly operating heating equipment?		
Plumbing	Bathroom	9. Is toilet securely fastened with no leaks or gaps and flushed properly?		
		10. Sink – Is there hot and cold running water, proper drainage, and no leaks?		
		11. Bathtub/shower – Is there hot and cold running water, proper drainage and no leaks?		
		12. Is bathroom vented with either a working exhaust fan or an exterior window?		
	Kitchen	13. Sink – Is there hot and cold running water, proper drainage, and no leaks?		
		14. Is there a fully working stove or cooktop and oven?		
		15. Do all burners on the stovetop ignite, does the oven work, and are all knobs presents or controls working?		
		16. Does the refrigerator cool/freeze properly?		
		17. Is there a fully working refrigerator?		
	Other	18. Does the hot water heater work properly?		
		19. Does the water tank have a properly installed pressure relief valve extension tube?		
		20. Is the bathroom free of any sewer odor or drainage problem?		
	Unit Interior	Wall Condition	21. Are walls free of air and moisture leaks, large holes and cracks?	
Ceiling Condition		22. Are ceilings free of air and moisture leaks, large holes and cracks?		
Floor Condition		23. Are floors free of weak spots or missing floorboards?		
		24. Are floors free of tripping hazards from loose flooring or covering?		
Cabinets/Interior Doors		25. Are cabinets securely fastened to the wall?		
		26. Is there space for food preparation and storage?		
		27. Are all doors securely hung?		
Security		28. Is there free and clear access to all exits?		
		29. Do all exterior and common area doors have properly installed and working locks?		
		30. Do first floor windows and windows opening to a stairway, fire escape, or landing have locks?		
Health & Safety	31. Is there a working smoke detector on each level of the unit?			
	32. Are smoke detectors installed outside or near bedrooms?			
	33. Is the unit free of insect or rodent infestation?			

Miami-Dade Housing Choice Voucher Program		HOUSING QUALITY STANDARDS SELF-INSPECTION CHECKLIST			
	Major Areas of Unit	Question to Ask	Yes or No	Repairs Needed	
Unit Exterior	Windows	34. Is there at least one exterior window in each bedroom and in the living room?			
		35. Do windows open, close, and lock properly?			
		36. Is the unit free of cracked, broken, or leaky windows?			
	Other	37. Is the roof free of leaks?			
		38. Are gutters (if required) attached firmly ?			
		39. Are exterior surfaces in a condition to prevent moisture leaks and rodent infestation?			
		40. Is the chimney secure and flue tightly sealed with no gaps?			
		41. Is the house/building's foundation sound?			
		42. Are openings around doors and windows weather-tight?			
Stairways	Stairways: Interior & Exterior	43. Are sidewalks free of tripping hazards?			
		44. Are all handrails properly secured?			
		45. Is there a handrail when there are 4 or more consecutive steps?			
		46. Are stairs free of loose, broken, or missing steps?			
		47. Are stairways free to tripping hazards?			
Other	Interior/Exterior Building	48. Are there secure railings on porches, balconies, and landings 30" or higher?			
		49. Is the unit free of debris outside and inside the units?			
		50. Are there covered waste disposal receptacles?			
		51. Units built before 1978 with child residents under 6 yrs old must be free of chipping, peeling, flaking, chalking or cracking painted surfaces, including windows, window seals, door frames, walls, ceilings, porches, and all other interior/exterior painted surfaces.			

NOTES

**For information contact: Miami-Dade Housing Choice Voucher Program at 305-403-3222
or online go to: www.miamidade.gov/housing**

NOTICE: This checklist is meant solely as a guide to help you prepare for the MDHCV HQS inspection. Self inspection results do not determine or influence final MDHCV HQS inspection findings. Version 1.0 8/2009