

MTF Inspection Checklist

Activity/Installation:				
Date of Inspection:				
Inspector's name and Phone#:				
MEDICAL TREATMENT FACILITY (MTF) INSPECTION CHECKLIST				
MET	Full or satisfactory compliance; or the adverse condition described does not exist IAW the Facility Inspection Guide			
NOT MET	Non compliance; or the adverse condition described is critical and failure is imminent IAW the Facility Inspection Guide			
	MTF TYPE (Hosp, Clinic, etc)/BLDG #			
	FACILITY OVERALL INSPECTION RATING			
Remarks:				
		M	NM	N/A
Building Systems/Envelope				
Roof Condition	1. Is the roof in good condition with no record or signs of leaks when it rains?			
	2. Is roof draining properly and free from signs of standing water?			
Exterior Conditions	1. Are exterior walls and panels in good repair and not showing signs of deterioration?			
	2. Are exterior walls and panels free from signs of leaking or moisture migration?			
	3. Are windows, louvers and vents caulked/sealed properly and not showing signs of deterioration or water seepage to the inside?			
	4. Are exterior doors and frames in good condition, operating properly and not showing signs of deterioration or water seepage to the inside?			
	5. Is the foundation in good condition with no indications of differential settling or heaving?			
	6. Are crawl spaces and/or basements dry with no signs of current or past water seepage?			
Stairs, Ramps and Elevated Walks	1. Are stairs, ramps and elevated walks in good condition with no signs of deterioration?			
	2. Are handrails in good condition with no signs of deterioration?			
Elevators	1. Are the elevators (if any) in good condition with no record or signs of frequent outages?			
	2. Do elevators have the current safety inspection certification?			
Plumbing	1. Is the Domestic Water Supply and DWV system in good condition, components working properly and free of corrosion build-up, leaks and/or signs of damage?			
	2. Are pipes properly secured and insulated?			
	3. Are plumbing fixtures such as sinks (including OR wash sinks), tubs, showers, water closets and drinking fountains in good condition and free of signs of damage?			
	4. Are the Medical Gas and Vacuum Systems in good condition, comply with NFPA 99 and have no record or signs of system failures?			
HVAC	1. Does the HVAC system provide acceptable environmental conditions (e.g. temperature, humidity, etc.) ?			
	2. Is the HVAC System in good condition with no record or signs of system failure?			
	3. Are pipes properly secured, insulated and free of leaks?			
	4. Is all duct work properly insulated, secured and free of leaks?			
	5. Are cooling towers in good condition, free of rust, corrosion and algae?			
Electrical and Lighting	1. Is the Electrical System in good condition IAW appropriate codes and standards?			
	2. Are all lighting fixtures and lamps clean and in proper working order?			
Communications and Special Systems	1. Are communications and special systems (if installed) fully operational with no record or signs of frequent outages?			
Building Systems/Envelope Overall Inspection Rating				

MTF Inspection Checklist

		M	NM	N/A
Building Systems/ Envelope Deficiencies:				
Life/Fire Safety				
Means of Egress	1. Are all egress travel distances to an exit IAW NFPA 101?			
	2. Are all exit access corridors clear and assessable with no projections into the required clear opening that violate NFPA 101?			
Emergency Lighting and Exit Signs	1. Are all exit lights correctly located and fully illuminated IAW NFPA 101?			
	2. Are all exit signs and emergency lighting connected to an adequate emergency standby power source IAW NFPA 101?			
Generators and Automatic Transfer Switches	1. If required, is the Emergency Power Supply System (EPSS) properly installed, maintained, and operational?			
	2. Is the Emergency Power Supply System (EPSS) able to meet load requirements and response times?			
Fire Protection	1. Is there a fire alarm system properly installed, maintained, and operational IAW NFPA and JCAHO?			
	2. If required, is the facility fully sprinklered?			
	3. If not fully sprinklered, are high hazard areas sprinklered?			
	4. Is a clear plane of at least 18" being maintained between sprinkler deflectors and the top of all storage IAW NFPA 13, Section 8.6.6.1.?			
	5. Is all fire proofing material on structural elements in good condition?			
	6. Are all portable fire extinguishers located and maintained IAW NFPA 10?			
	7. Are fire doors in good condition, operating properly and have the proper legible rating labels on both the door and jamb IAW NFPA 80 & 101?			
	8. Is the integrity of all Fire and Smoke Barrier Assemblies in tact with no through penetrations?			
Life/Fire Safety Overall Inspection Rating				
Life/Fire Safety Deficiencies				
Interior Conditions				
Signage	1. Is directional signage sufficient to facilitate patient orientation?			
Floors	1. Are floor finishes (i.e. carpeting, Terrazzo, sheet vinyl, tile, etc) in good condition and free from hazards?			
	2. Are floors free of tripping hazards?			
Walls and Ceilings	1. Are walls and ceilings in good condition?			
	2. Are walls coverings, tile and other trim material in good condition?			
	3. Are walls and ceilings free of signs of moisture such as stains, spots, mold or mildew, either from weather or utilities leaks?			
Doors	1. Are interior doors and hardware including (safety/panic hardware) in good repair and operable?			
Interior Conditions Overall Inspection Rating				
Interior Condition Deficiencies				
Site/Medical Campus				
Parking Lots	1. Are parking lots and access roads in good condition?			
	2. Are parking lots and access roads free of hazards that prevent ease of patient access?			
Sidewalks	1. Are Sidewalks in good condition?			
	2. Are Sidewalks free of hazards that prevent ease of patient access?			
Campus	1. Are the MTF grounds in good condition?			
	2. Are the MTF grounds safely maintained to facilitate patient movement?			
Site/medical Campus Overall Inspection Rating				
Site/Medical Deficiencies				
ADA/ABAAG				

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		M	NM	N/A
Handicap Accessibility outside the MTF	1. Does the facility meet disabled person accessibility requirements (e.g. ramps, handrails, curb cuts, etc)?			
	2. Does the facility comply with ADA requirements for adequate disabled parking?			
Handicap Accessible Restrooms	1. Are all Handicap Accessible Restrooms in accordance with ADA requirements?			
Handicap Accessibility within the MTF	1. Does the facility comply with all ADA requirements (e.g. adequate doorway widths, ADA Fire Alarm devices and proper door handles, pulls, latches, locks, etc)?			
	2. Where installed are automatic doors fully functional and meet ADA requirements?			
ADA/ABAAG Overall Inspection Rating				
ADA/ABAAG Deficiencies				