

HQS Inspection Checklist

Listed below are the most common reasons that units fail Housing Quality Standards (HQS) Inspections. Please pre-inspect your unit carefully before the scheduled inspection date. WMHA will not enter into a contract with you until the unit passes an HQS Inspection.

The 9 areas that will be reviewed for HQS are as follows:

1. Living Room
2. Kitchen
3. Bathroom
4. Other Rooms Used for Living
5. Secondary Rooms (not used for living)
6. Building Exterior
7. Heating and Plumbing
8. General Health and Safety
9. Paint Condition

_____ All ceilings, walls, and floors must be strong, sturdy and in their permanent position

_____ A working smoke detector with a live battery must be installed on every level of the unit, including the basement and outside of sleeping rooms

_____ The entire unit, inside and outside, including window frames-must be free of cracking, scaling, peeling, chipping, and loose paint. **THIS HELPS PREVENT EXPOSURE TO POSSIBLE LEAD-BASED PAINT HAZARDS. (If unit is to be occupied by children under the age of 6.)**

_____ Every room used for living must have either two working outlets or one working outlet and a permanently installed light fixture. At minimum, each bathroom must have a permanently installed light fixture

_____ All light switches and outlets must have unbroken or cracked and secured plate covers installed

_____ All windows and doors must be weather tight and secured when closed

_____ All windows and door that are accessible from outside, must have sturdy working locks

_____ All operable windows must have a mechanism to secure them when open and lock when shut

_____ If the unit has a third floor sleeping room, and if the family is eligible to use this area for sleeping, the owner must provide a safe method of escape in the case of fire (ex. chain ladder)

_____ If there is a bedroom with a toilet that is not hooked up to water or sewer lines, it must be repaired prior to occupancy. If the toilet is removed, the drain must be sealed to prevent rodents and sewer gasses from escaping into the unit

_____ The bathroom must have either an operable window or an exhaust fan for ventilation

_____ The hot water tank's pressure release valve must have a discharge line extending down to within six inches from the floor

_____ The flue pipes leading from the furnace and hot water tank must be sealed where they enter the chimney. Also, check to ensure that the flue pipes connected to the furnace and hot water tank are properly installed

_____ Every room used for living must have an adequate heat source. If the source is gas, it must be vented to the outside. If the source is electric, it must be permanently installed and controlled by a separate thermostat

_____ The owner must provide "refuse disposal". These facilities include trashcans with covers, garbage chutes, dumpsters with lids or trash bags-provided they are approved by your local Health and Sanitation Department

_____ Unit must be free of peeling, cracking, chipping or chalking paint on interior or exterior surfaces

WMHA is committed to providing excellent service to Families and Owners participating in the Housing Choice Voucher Program. The success of the WMHA Housing Choice Voucher Program depends on WMHA being able to contract with property Owners and property Managers who have quality affordable housing.

If you have any questions regarding the Housing Choice Voucher Program, please call our office at (513) 695-3380.