

Self-Inspection Safety Checklist for Senior Living Communities



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A few periodic precautions can prevent tragedy.

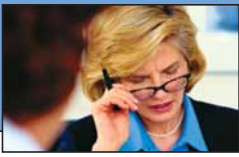
This Self-Inspection Safety Checklist provides you with a list of risks to consider as you inspect your operation. We have organized it to correspond with areas of concern to make it especially easy to use as you think about and walk through your facility.

An important and often neglected part of self-inspection is making sure there's consistent improvement in areas that need attention. We recommend that you keep a calendar that notes the dates you perform your inspections and includes a timetable for improvements.

Many senior living centers also form a risk management committee to help monitor problem and improvement areas. A regularly scheduled review and report on progress by the committee to your administrative group helps lend authenticity and authority to your efforts.

This checklist is not a certified manual that will guarantee full compliance with federal, state or local regulations. We suggest you use it as one element of your total risk management program to help make your facility a safer, more secure environment for your employees, residents and guests.

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Risk Management Program:

	Satisfactory	Needs Attention	Not Applicable	Action To Be Taken
Do you have a formal accident prevention and safety program?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are there written performance or accountability standards and objectives for all employees to:				_____
<ul style="list-style-type: none"> • Reduce accidents, injuries and infection-related illnesses? 	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
<ul style="list-style-type: none"> • Enhance workplace health and safety? 	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Have you established compliance activities and programs?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Have you established a quality improvement program?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Do you have a designated safety committee?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Have you established and posted written safety rules and practices for staff?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Have you established written safety rules and practices for residents that are provided upon admission?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Do you offer safety training and education for staff?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Do you offer safety training and education for residents and families?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Do you conduct regular safety inspections of your facility?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Do you have a process for reporting safety concerns?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Do you have a resident abuse prevention program including misappropriation of resident property?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Is there a resident photograph identification system in place?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
If applicable, is consent obtained from the resident or legal representative before photographs are taken?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Have you established a written procedure for a missing resident?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Is an emergency file easily accessible for each resident?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____

Safety Tip

Mark areas that "Need Attention" throughout this checklist and establish a program to upgrade these concerns.



Resident Care Systems:

Resident Assessment and Service Planning:

Is there a resident assessment process in place to identify appropriate resident placement and ongoing stay?

Are assessments updated annually or revised in accordance with state requirements?

Does the resident assessment include identification of persons at risk for:

- Falls?
- Elopement/unsafe wandering?
- Weight loss?
- Self-neglect, abuse or exploitation?

Are there written procedures in place to ensure appropriate interventions are implemented for residents found to be at risk for falls, elopement, weight loss or self-neglect?

Is there an established process for communicating to the resident's physician resident health status changes or injuries?

Does the process include communication of changes or injuries to the family or legal representative?

Does your resident admission contract contain full disclosure of the scope of services offered, notification of charges, admission and discharge criteria and the transfer/discharge process?

Is there a system in place to ensure residents are discharged to an appropriate level of care when their needs can no longer be met?

Is the resident assessment used to develop a service plan for each resident?

Are service plans reviewed or revised in accordance with state requirements?

Does the service plan identify the type, amount and frequency of services to be offered each resident?

Satisfactory Needs Attention Not Applicable Action To Be Taken

	Satisfactory	Needs Attention	Not Applicable	Action To Be Taken
Is there a resident assessment process in place to identify appropriate resident placement and ongoing stay?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are assessments updated annually or revised in accordance with state requirements?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Does the resident assessment include identification of persons at risk for:				_____
• Falls?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
• Elopement/unsafe wandering?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
• Weight loss?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
• Self-neglect, abuse or exploitation?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are there written procedures in place to ensure appropriate interventions are implemented for residents found to be at risk for falls, elopement, weight loss or self-neglect?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Is there an established process for communicating to the resident's physician resident health status changes or injuries?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Does the process include communication of changes or injuries to the family or legal representative?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Does your resident admission contract contain full disclosure of the scope of services offered, notification of charges, admission and discharge criteria and the transfer/discharge process?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Is there a system in place to ensure residents are discharged to an appropriate level of care when their needs can no longer be met?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Is the resident assessment used to develop a service plan for each resident?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are service plans reviewed or revised in accordance with state requirements?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Does the service plan identify the type, amount and frequency of services to be offered each resident?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____



Resident Care Systems:

	Satisfactory	Needs Attention	Not Applicable	Action To Be Taken
Does the service plan identify safety concerns and planned interventions to minimize risk?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Is the service plan reviewed with the resident or legal representative?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Is staff aware of each resident's service plan?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Is there a monitoring system in place to ensure services are delivered in accordance with the service plan?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Do you utilize negotiated risk agreements?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are the agreements explicit in risk identification and recommended treatment options?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are they signed by authorized persons?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Is resident care staff aware of the negotiated risk agreements for applicable residents?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Medication Management:				
Are medications administered by staff?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are staff members who administer medications qualified per state requirements?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Do physician orders specify the route, dose and frequency of each medication ordered to be administered?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are medications packaged and labeled in a manner to prevent errors?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Do you track medication discrepancies/errors and take steps to correct them?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are medications, including controlled substances, stored in a secure manner and in accordance with applicable regulations?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Is there a system that ensures an accurate accounting of controlled drug inventory is maintained at all times?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are medication inventories routinely inspected for outdates?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are multidose vials dated when opened and discarded in accordance with manufacturer recommendations?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____

Are medications prepared for each resident immediately prior to the scheduled administration time? (Dose preparation in advance or multidose preparation is unacceptable.)

Are medication reminders offered as a service?

Are staff members who provide the reminders qualified to have access to medications per state regulation?

Is there a method to identify the medications prepared for reminders?

Do you provide medication setup in weekly pill boxes?

Do you require a second staff member to verify that medication setup is completed accurately?

Are residents who desire to self-administer medications allowed to do so?

Are these residents assessed for the ability to safely and accurately self-administer?

Are these residents monitored periodically for compliance with prescribed medications?

Documentation:

Have you established documentation requirements regarding pertinent resident issues, including incidents/accidents, significant weight loss, physical or cognitive changes and communication to the resident's physician, family or legal representative?

Are nursing services provided?

Are physician orders available for each resident who receives nursing services?

Are resident records accessible only to authorized staff and maintained in a confidential manner?

Is a copy of the resident's advanced directive documents maintained in the record?

	Satisfactory	Needs Attention	Not Applicable	Action To Be Taken
Are medications prepared for each resident immediately prior to the scheduled administration time? (Dose preparation in advance or multidose preparation is unacceptable.)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are medication reminders offered as a service?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are staff members who provide the reminders qualified to have access to medications per state regulation?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Is there a method to identify the medications prepared for reminders?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Do you provide medication setup in weekly pill boxes?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Do you require a second staff member to verify that medication setup is completed accurately?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are residents who desire to self-administer medications allowed to do so?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are these residents assessed for the ability to safely and accurately self-administer?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are these residents monitored periodically for compliance with prescribed medications?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Documentation:				
Have you established documentation requirements regarding pertinent resident issues, including incidents/accidents, significant weight loss, physical or cognitive changes and communication to the resident's physician, family or legal representative?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are nursing services provided?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are physician orders available for each resident who receives nursing services?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are resident records accessible only to authorized staff and maintained in a confidential manner?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Is a copy of the resident's advanced directive documents maintained in the record?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____

Safety Tip
All persons who have contact with residents should wear an identification badge giving their name, title and license or certification.



Resident Care Systems:

Is the resident's "Do Not Resuscitate" order easily accessible to resident care staff in the event the resident stops breathing?

Staffing and Supervision:

Is there an established process for internal communication of pertinent resident issues to:

- Management staff?
- Other shifts?
- Other departments?

Is there a system in place to ensure qualified staff is available in sufficient number to meet the scheduled and unscheduled needs of residents at all times?

Is there a plan for management coverage in the absence of the person with first-line authority and responsibility for the operation of the facility?

Is the manager directly responsible for resident care staff available on-site or on call at all times?

Is there a system in place to monitor emergency call response time?

Is there a system in place to ensure that physician-ordered diagnostic tests are arranged for and completed in a timely manner?

Is resident care delivery observed routinely to ensure the resident's rights and preferences are honored?

Illness Prevention:

Do you require that residents have evidence of a negative tuberculosis skin test prior to moving into the facility?

Do you test residents annually for tuberculosis?

Do you offer residents immunizations against seasonal influenza and pneumonia?

	Satisfactory	Needs Attention	Not Applicable	Action To Be Taken
Is the resident's "Do Not Resuscitate" order easily accessible to resident care staff in the event the resident stops breathing?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Staffing and Supervision:				_____
Is there an established process for internal communication of pertinent resident issues to:				_____
• Management staff?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
• Other shifts?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
• Other departments?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Is there a system in place to ensure qualified staff is available in sufficient number to meet the scheduled and unscheduled needs of residents at all times?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Is there a plan for management coverage in the absence of the person with first-line authority and responsibility for the operation of the facility?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Is the manager directly responsible for resident care staff available on-site or on call at all times?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Is there a system in place to monitor emergency call response time?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Is there a system in place to ensure that physician-ordered diagnostic tests are arranged for and completed in a timely manner?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Is resident care delivery observed routinely to ensure the resident's rights and preferences are honored?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Illness Prevention:				_____
Do you require that residents have evidence of a negative tuberculosis skin test prior to moving into the facility?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Do you test residents annually for tuberculosis?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Do you offer residents immunizations against seasonal influenza and pneumonia?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____



Buildings and Grounds:

Cold-Weather Concerns:

Is snow removed promptly from entryways, sidewalks and parking lots?

Are ice and other slick spots treated as soon as possible?

Are snow and ice removed immediately from areas above doorways and walkways?

Do you have a plan for removing heavy snow or ice loads from roofs to prevent collapse?

Do downspouts direct water over walkways where it can freeze and create a slip-and-fall hazard?

Do you winterize your plumbing system to prevent frozen or burst pipes?

Exits:

Are all exits maintained in good working order?

Is there a system in place to ensure exit door egress is maintained at all times?

Do all emergency exits open in an outward direction?

Are all emergency exit doors equipped with panic hardware?

Are there two exits, remote from each other, for each level of the building?

Are all exits marked with a lighted sign and also powered by an emergency source?

Are exit route maps displayed at regular intervals throughout your facility?

Are employees trained on exit routes?

Are residents educated on exit routes?

Is emergency lighting tested regularly?

Is it a policy to replace backup batteries in exit signs and emergency lights once a year?

Are doors, passageways or stairways, that are neither exits nor access to exits and which could be mistaken for exits, appropriately marked, "NOT AN EXIT," "TO BASEMENT," "STOREROOM," etc.?

	Satisfactory	Needs Attention	Not Applicable	Action To Be Taken
Is snow removed promptly from entryways, sidewalks and parking lots?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are ice and other slick spots treated as soon as possible?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are snow and ice removed immediately from areas above doorways and walkways?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Do you have a plan for removing heavy snow or ice loads from roofs to prevent collapse?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Do downspouts direct water over walkways where it can freeze and create a slip-and-fall hazard?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Do you winterize your plumbing system to prevent frozen or burst pipes?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are all exits maintained in good working order?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Is there a system in place to ensure exit door egress is maintained at all times?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Do all emergency exits open in an outward direction?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are all emergency exit doors equipped with panic hardware?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are there two exits, remote from each other, for each level of the building?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are all exits marked with a lighted sign and also powered by an emergency source?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are exit route maps displayed at regular intervals throughout your facility?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are employees trained on exit routes?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are residents educated on exit routes?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Is emergency lighting tested regularly?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Is it a policy to replace backup batteries in exit signs and emergency lights once a year?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are doors, passageways or stairways, that are neither exits nor access to exits and which could be mistaken for exits, appropriately marked, "NOT AN EXIT," "TO BASEMENT," "STOREROOM," etc.?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____



Buildings and Grounds:

Are electrical outlets located near water equipped with Ground Fault Circuit Interrupter (GFCI) type receptacles?

Do you have surge protection for your electrical system?

Are power strips or bar-type adapters used to increase the number of receptacles in a wall outlet? (T-type and multiadapters are unacceptable.)

Is temporary electrical wiring running through hidden spaces, walls or wall openings, such as doors or windows?

Are there any splices or signs of deterioration?

Are extension cords being used in place of permanent electrical wiring and outlets? (This is unacceptable.)

Are electrical appliances and equipment grounded?

Are power cords for appliances or extension cords frayed, cracked or dried out?

Are lightning protection systems in place?

On older systems, do wires run directly into the ground?

Do you test, clean and treat closed-loop hot water heating systems routinely?

Do you clean and sanitize condensate drains routinely?

Do you descale and test humidifiers routinely?

Are all employees trained on the location and operation of water shut-off valves?

Heating, Cooling and Water Heaters:

Is the furnace/boiler room being used for storage of combustible materials? (This is unacceptable.)

Are all heating and ventilation ducts cleaned periodically?

	Satisfactory	Needs Attention	Not Applicable	Action To Be Taken
Are electrical outlets located near water equipped with Ground Fault Circuit Interrupter (GFCI) type receptacles?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Do you have surge protection for your electrical system?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are power strips or bar-type adapters used to increase the number of receptacles in a wall outlet? (T-type and multiadapters are unacceptable.)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Is temporary electrical wiring running through hidden spaces, walls or wall openings, such as doors or windows?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are there any splices or signs of deterioration?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are extension cords being used in place of permanent electrical wiring and outlets? (This is unacceptable.)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are electrical appliances and equipment grounded?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are power cords for appliances or extension cords frayed, cracked or dried out?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are lightning protection systems in place?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
On older systems, do wires run directly into the ground?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Do you test, clean and treat closed-loop hot water heating systems routinely?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Do you clean and sanitize condensate drains routinely?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Do you descale and test humidifiers routinely?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are all employees trained on the location and operation of water shut-off valves?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Is the furnace/boiler room being used for storage of combustible materials? (This is unacceptable.)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are all heating and ventilation ducts cleaned periodically?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____

Safety Tip

Time your annual inspections so they occur just prior to heating and cooling seasons.

Is the interior air quality tested periodically?

Is the carbon monoxide detector system tested at least quarterly?

Are heating and air-conditioning systems inspected at least annually by a qualified contractor?

Are filters changed in accordance with manufacturer instructions?

Is routine maintenance completed in accordance with manufacturer recommendations?

Are boilers and hot water heaters equipped with a pressure and temperature relief valve?

Resident Rooms/Common Areas:

Are resident apartments inspected routinely?

Do you monitor the use of extension cords and T-type or multiadapters in wall outlets?

Do you prohibit the use of throw rugs that could be trip hazards?

Do you inspect electrical appliances, such as refrigerators and microwaves, for proper function and cords in good condition?

Do you monitor signs of insect or rodent infestation?

Is there a system in place to ensure that residents' personal electrical appliances, such as toasters, razors or hair dryers, have cords in good condition?

Are grab bars installed in resident bathrooms?

Are grab bars coated to ensure good grip?

Are grab bars inspected routinely to ensure they remain securely fastened?

Are automatic door closures installed on apartment entrance doors?

Are they inspected routinely to ensure they are functioning properly?

Can closure time be adjusted to ensure safe entrance/exit for each resident independently?

Satisfactory Needs Attention Not Applicable Action To Be Taken

Table with 4 columns: Satisfactory, Needs Attention, Not Applicable, Action To Be Taken. Contains 15 rows of checkboxes and horizontal lines for notes.



Buildings and Grounds:

	Satisfactory	Needs Attention	Not Applicable	Action To Be Taken
Do you test hot water temperatures in apartments and public restrooms at routine intervals?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Does staff test hot water temperatures before a resident with cognitive impairment gets into a bathtub or shower?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Do bathtubs or showers have slip-resistant surfaces?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Do you use nonskid wax on floors?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Is there a system in place to ensure the resident emergency call system is functioning properly at all times?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Is the emergency call signal easily identified by staff, including the location where assistance is needed?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Is there a system in place to ensure corridors remain unobstructed at all times?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are corridors equipped with curved mirrors at blind corners?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Is the same commercial no-pile carpeting used in all carpeted areas?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Do you ensure area rugs have a nonskid backing?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are rugs, carpets and floor tiles periodically checked for tears, rips or chipping that could cause tripping?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are rugs, carpets and floor tiles promptly repaired?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are "walk-off" mats used at all entrances to collect grit, water, ice and snow?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are the mats cleaned frequently?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Do glass doors or partitions have designs etched or applied to them in order to alert people to their presence?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Is there an emergency exit from the kitchen to the outside of the building?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____

Safety Tip

Audiovisual equipment on moveable carts should be strapped down to prevent tipping.

Completed by: _____ Date: _____

Completed by: _____ Date: _____

Completed by: _____ Date: _____



Kitchen:

	Satisfactory	Needs Attention	Not Applicable	Action To Be Taken
Is the kitchen exit located away from the potential source of a fire?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Is the kitchen fire extinguisher mounted on a wall near an outside exit?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Is the fire extinguisher a Type K?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are appliances, walls, floors, etc., free of grease accumulation?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Is cooking equipment installed on a noncombustible floor surface with adequate clearance from combustible materials?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are exhaust hoods equipped with removable filters, and are explosion-proof lights installed above the cooking equipment?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are the hoods, filters and exhaust ducts cleaned on a regular basis?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Is your hood fire suppression system inspected and date tagged at least annually by a certified contractor?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are kitchen gas range burners maintained so they immediately ignite when the burners are turned on?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are refrigerator motors, cooling coils and compressors free of combustible materials and cleaned regularly?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Is your kitchen area protected with heat detectors?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Do walk-in coolers and/or freezers have safety handles?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are proper containers used for food waste accumulation?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are waste containers emptied immediately when filled?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Is garbage removed from the building after each meal?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are garbage containers located away from the building?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are nonslip floor mats located in front of all working areas that are near sources of water?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Is a first-aid kit kept in the kitchen?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Is there a flashlight readily available?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____



Kitchen:

Are pads and mitts readily available for handling pots and pans?

Is a mop conveniently located to quickly clean up spills?

Is pest control done on a regular basis by a professional service?

Automatic Dishwashers:

Is mechanical dishwashing equipment in good repair?

Are temperature gauges working properly?

Is a hot water temperature requirement maintained?

Is hot water temperature monitored and documented daily?

Cleanup:

Are knives, cutting blades and other tools washed separately from other utensils?

Is there an adequate quantity of hot water for washing dishes by hand?

Is there a sanitizing test kit provided and used?

Are dishwashing detergent and chemical containers labeled?

Food Preparation and Serving:

Are overhead fluorescent and incandescent lights in food preparation areas protected to prevent the possibility of glass particles contaminating food should a light explode or break?

Is there a procedure for sanitizing all food contact surfaces before and after food preparation?

Do you require dietary staff to use aseptic hand-washing procedures in accordance with the Centers for Disease Control and Prevention (CDC) guidelines during food preparation and serving?

Do you utilize hand sanitizers that are labeled as safe for use in contact with food?

	Satisfactory	Needs Attention	Not Applicable	Action To Be Taken
Are pads and mitts readily available for handling pots and pans?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Is a mop conveniently located to quickly clean up spills?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Is pest control done on a regular basis by a professional service?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Automatic Dishwashers:				_____
Is mechanical dishwashing equipment in good repair?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are temperature gauges working properly?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Is a hot water temperature requirement maintained?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Is hot water temperature monitored and documented daily?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Cleanup:				_____
Are knives, cutting blades and other tools washed separately from other utensils?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Is there an adequate quantity of hot water for washing dishes by hand?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Is there a sanitizing test kit provided and used?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are dishwashing detergent and chemical containers labeled?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Food Preparation and Serving:				_____
Are overhead fluorescent and incandescent lights in food preparation areas protected to prevent the possibility of glass particles contaminating food should a light explode or break?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Is there a procedure for sanitizing all food contact surfaces before and after food preparation?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Do you require dietary staff to use aseptic hand-washing procedures in accordance with the Centers for Disease Control and Prevention (CDC) guidelines during food preparation and serving?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Do you utilize hand sanitizers that are labeled as safe for use in contact with food?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____

Is there a procedure to ensure hands do not come in direct contact with exposed, ready-to-eat foods, i.e., donning single-use gloves and use of deli tissue, spatulas or tongs?

Do you use pasteurized eggs or egg products to prepare certain recipes that do not require cooking, i.e., Caesar salad, hollandaise sauce, etc.?

Do cooks have access to safe cooking and holding times at specified temperatures when preparing raw animal foods, i.e., eggs, fish, meat, poultry and foods containing these products?

Are raw animal food products prepared in an area separate from other foods?

Are hot and cold food temperatures recorded prior to serving?

Are hot and cold food temperatures monitored during meal serving times?

Are thermometers tested for accuracy and calibrated routinely?

Is there a system in place to ensure that prepared food is covered to prevent contamination during transport to remote serving areas, i.e., dining rooms on special units or other floors?

Do you have written guidelines that specify health situations that prevent employees from working with food and food products?

Are employees trained on the guidelines?

Do you restrict nondietary employees from entering food preparation and serving areas?

Do you monitor the use of proper hair and beard restraints?

Are Kevlar® or other cut-resistant gloves required to be worn when using knives?

Satisfactory Needs Attention Not Applicable Action To Be Taken

	Satisfactory	Needs Attention	Not Applicable	Action To Be Taken
Is there a procedure to ensure hands do not come in direct contact with exposed, ready-to-eat foods, i.e., donning single-use gloves and use of deli tissue, spatulas or tongs?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Do you use pasteurized eggs or egg products to prepare certain recipes that do not require cooking, i.e., Caesar salad, hollandaise sauce, etc.?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Do cooks have access to safe cooking and holding times at specified temperatures when preparing raw animal foods, i.e., eggs, fish, meat, poultry and foods containing these products?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are raw animal food products prepared in an area separate from other foods?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are hot and cold food temperatures recorded prior to serving?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are hot and cold food temperatures monitored during meal serving times?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are thermometers tested for accuracy and calibrated routinely?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Is there a system in place to ensure that prepared food is covered to prevent contamination during transport to remote serving areas, i.e., dining rooms on special units or other floors?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Do you have written guidelines that specify health situations that prevent employees from working with food and food products?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are employees trained on the guidelines?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Do you restrict nondietary employees from entering food preparation and serving areas?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Do you monitor the use of proper hair and beard restraints?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are Kevlar® or other cut-resistant gloves required to be worn when using knives?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____

Safety Tip

Periodically check your first-aid kits to make sure they're fully equipped with fresh supplies.



Machinery and Equipment:

	Satisfactory	Needs Attention	Not Applicable	Action To Be Taken
Are lawn mowers and all gasoline-powered equipment stored in a detached storage building?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Is limited storage of flammable and combustible materials in accordance with the National Fire Protection Association (NFPA) Standard 30 or local ordinances?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are ladders maintained and in good condition at all times?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
If a ladder is being used to gain access to a roof or upper platform, does it extend at least 3 feet above the point of support?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are metal ladders prohibited from use in areas containing electrical current?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are ladders equipped with nonslip safety feet?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are ladders stored indoors or otherwise protected from the elements?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are all power and hand tools kept in good condition with regular maintenance?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are power tools with hazardous moving parts equipped with proper guarding?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are drive sheaves, belts, pulleys and other moving parts of heating, cooling, elevator or other equipment properly guarded to prevent contact?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Is all lawn care equipment equipped with proper protective guarding and appropriate warning notices?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Is American National Standards Institute (ANSI) approved eyewear and hearing protection provided for staff members involved in maintenance and lawn care?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are workers required to wear eyewear and hearing protection?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are point-of-operation guards in place?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Is the mechanical power transmission apparatus adequately guarded?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are saws and other woodworking equipment provided with blade guards and safety devices?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____



Fire Protection and Prevention:

Do you have a fire prevention plan?

Are fire doors in good operating condition and unobstructed, including their counterweights?

Are all fire extinguishers checked monthly by staff?

Are all fire extinguishers properly mounted on a wall in a conspicuous location?

Are specifically hazardous areas, such as the furnace/boiler room (Type ABC) or kitchen (Type K) equipped with a proper fire extinguisher in accordance with National Fire Protection Association (NFPA) standards?

Is each floor level (including balconies) equipped with a proper fire extinguisher (Type ABC)?

Are fire extinguishers placed so the maximum travel distance does not exceed 50 feet?

Are employees periodically instructed in the proper use of extinguishers and fire protection procedures?

Do you have a fire alarm system?

Is the fire alarm system inspected at routine intervals?

Does it include inspection of the fire suppression system in the kitchen?

Is the sprinkler system inspected at routine intervals?

Are automatic sprinkler system water control valves and air and water pressure levels checked weekly or periodically as required?

Are all living units equipped with early-warning smoke detectors?

Are all smoke detectors hard-wired into the electrical system and equipped with battery backup?

Are fire drills conducted at routine intervals?

Satisfactory Needs Attention Not Applicable Action To Be Taken

	Satisfactory	Needs Attention	Not Applicable	Action To Be Taken
Do you have a fire prevention plan?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are fire doors in good operating condition and unobstructed, including their counterweights?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are all fire extinguishers checked monthly by staff?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are all fire extinguishers properly mounted on a wall in a conspicuous location?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are specifically hazardous areas, such as the furnace/boiler room (Type ABC) or kitchen (Type K) equipped with a proper fire extinguisher in accordance with National Fire Protection Association (NFPA) standards?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Is each floor level (including balconies) equipped with a proper fire extinguisher (Type ABC)?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are fire extinguishers placed so the maximum travel distance does not exceed 50 feet?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are employees periodically instructed in the proper use of extinguishers and fire protection procedures?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Do you have a fire alarm system?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Is the fire alarm system inspected at routine intervals?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Does it include inspection of the fire suppression system in the kitchen?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Is the sprinkler system inspected at routine intervals?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are automatic sprinkler system water control valves and air and water pressure levels checked weekly or periodically as required?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are all living units equipped with early-warning smoke detectors?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are all smoke detectors hard-wired into the electrical system and equipped with battery backup?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are fire drills conducted at routine intervals?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____

Safety Tip

Rags and paper towels containing flammable or combustible liquids should be separated from other trash.



Ergonomic Workstation Analysis:

	Satisfactory	Needs Attention	Not Applicable	Action To Be Taken
Do working spaces allow for a full range of work movements?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are mechanical aids and equipment provided where feasible?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are work surfaces at proper heights and adjustable?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Can work surfaces be tilted or angled?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are workstations designed to minimize or eliminate:				_____
• Twisting at the waist?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
• Bending at the waist?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
• Extension of the arms?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
• Elevation of the elbows?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
• Reaching above the shoulder?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
• Static muscle loading?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
• Bending or twisting of the wrists?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Do employees have the option to vary their posture?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are employees' hands or arms subjected to pressure from sharp objects on work surfaces?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are arm and foot rests provided where needed?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Is the floor surface irregular, slippery or sloping?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are cushioned floor mats provided for workers who are required to stand for long periods?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Where chairs or stools are provided, are they easily adjustable and suited to the task?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Is adequate lighting available in all work areas?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Is direct, nonglare lighting available in all areas where medications are prepared for administration?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____
Are employees trained in safe operation of mechanical aids, tools and other equipment?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	_____

Safety Tip

Establish a preventive maintenance program for mechanical aids, tools and other equipment.

Completed by: _____ Date: _____

Completed by: _____ Date: _____

Completed by: _____ Date: _____



Are high rates of repetition avoided by:

- Job rotation?
- Job enlargement?
- Self-pacing?
- Sufficient rest pauses?

Are pushing or pulling forces reduced or eliminated?

Are gloves required?

Are proper sizes available?

Are nonallergenic ones available?

Is proper footwear required?

Are employees trained in correct handling and lifting procedures for their specific jobs?

Is furniture placement in resident units evaluated to enhance the resident's ability to bear weight during surface transfers? (The goal is to reduce weight-bearing assistance from staff.)

Biohazardous Waste:

Are potentially hazardous substances secured at all times?

Are potentially hazardous substances stored in properly labeled containers?

Are Material Safety Data Sheets (MSDS) available for all potentially hazardous substances?

Is this information easily accessible to employees throughout the facility?

Is MSDS information reviewed periodically to ensure it reflects all current products in use?

Are all collection and storage areas for biohazardous waste or Other Potentially Infectious Material (OPIM) identified with the biohazardous waste symbol?

Satisfactory Needs Attention Not Applicable Action To Be Taken

	Satisfactory	Needs Attention	Not Applicable	Action To Be Taken
Are high rates of repetition avoided by:				
• Job rotation?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
• Job enlargement?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
• Self-pacing?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
• Sufficient rest pauses?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Are pushing or pulling forces reduced or eliminated?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Are gloves required?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Are proper sizes available?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Are nonallergenic ones available?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Is proper footwear required?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Are employees trained in correct handling and lifting procedures for their specific jobs?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Is furniture placement in resident units evaluated to enhance the resident's ability to bear weight during surface transfers? (The goal is to reduce weight-bearing assistance from staff.)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Biohazardous Waste:				
Are potentially hazardous substances secured at all times?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Are potentially hazardous substances stored in properly labeled containers?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Are Material Safety Data Sheets (MSDS) available for all potentially hazardous substances?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Is this information easily accessible to employees throughout the facility?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Is MSDS information reviewed periodically to ensure it reflects all current products in use?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Are all collection and storage areas for biohazardous waste or Other Potentially Infectious Material (OPIM) identified with the biohazardous waste symbol?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	



Internet Resources:

American Association of Occupational Health Nurses Inc.	www.aaohn.org
American Conference of Governmental Industrial Hygienists	www.acgih.org
American Industrial Hygiene Association	www.aiha.org
American National Standards Institute	www.ansi.org
American Red Cross	www.redcross.org
ASTM (testing and materials) International	www.astm.org
American Society of Heating, Refrigerating and Air-Conditioning Engineers Inc.....	www.ashrae.org
American Society of Safety Engineers	www.asse.org
Board of Certified Safety Professionals.....	www.bcsp.org
Bureau of Labor Statistics	www.bls.gov
Centers for Disease Control and Prevention	www.cdc.gov
Department of Homeland Security	www.dhs.gov
Ergoweb	www.ergoweb.com
Federal Bureau of Investigation	www.fbi.gov
Federal Emergency Management Agency	www.fema.gov
Food Safety and Inspection Service (USDA)	www.fsis.usda.gov
Humantech Inc.	www.htec.com
Institute of Noise Control Engineering of the USA.....	www.inceusa.org
Insurance Committee for Arson Control	www.arsoncontrol.org
Insurance Institute for Highway Safety	www.iihs.org
Lightning Protection Institute	www.lightning.org
National Fire Protection Association.....	www.nfpa.org
National Highway Traffic Safety Administration	www.nhtsa.gov
National Institutes of Health	www.nih.gov
National Safety Council.....	www.nsc.org
National Weather Service	www.weather.gov
Occupational Safety and Health Administration	www.osha.gov
Underwriters Laboratories Inc.	www.ul.com
United States Consumer Product Safety Commission	www.cpsc.gov
United States Department of Homeland Security	www.dhs.gov
United States Department of State (Travel Warnings)	www.travel.state.gov
United States Environmental Protection Agency	www.epa.gov
United States Fire Administration.....	www.usfa.fema.gov

Preventing Accidents and Tragedies, One Step at a Time.

This booklet covers a great many areas of concern and can at first seem very challenging. However, the sooner you start on a routine inspection program, the safer and more secure your facilities will be.

The checklist is based on safety studies and actual claims submitted to Church Mutual and can help you eliminate hazards that might lead to costly property loss, personal injury and legal action.

Additional safety materials are available to our customers at no charge and can be found on our website at **www.churchmutual.com**. It's just another service you can expect from the company that has been protecting senior living communities and apartments for the elderly for more than 40 years — *Church Mutual*.



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For more information, contact info@churchmutual.com.

Para obtener asistencia inicial en español puede telefonar al (800) 241-9848 o enviar un correo electrónico a la dirección espanol@churchmutual.com.

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