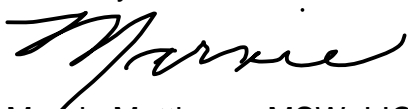


UNIFORM INSPECTION CHECKLIST – HOARDING / EXCESSIVE CLUTTER UNIFORM INSPECTION CHECKLIST – QUICK REFERENCE

The great majority of hoarding cases that are seeking assistance or being reported, ranging from preventative measures to crisis management and rectification planning, arise from inspectional issues. The Uniform Inspection Checklist (UIC) and the Quick Reference are tools that provide a universal and effective protocol for all parties involved at any stage of the case process. The UIC is based on the *Harm Reduction Approach* as it is applied to hoarding. The Harm Reduction approach has proven effective with all levels of insight, motivation, and physical and psychological tolerance. The UIC covers the minimum safety and sanitation standards required by multiple inspection sources such as: housing authority, property management, code enforcement, public health, and fire standards. The universal nature of the UIC has allowed it to be used effectively in a multitude of settings and geographic locations by a wide range of users including, but not limited to, the individual resident, family members, friends, inspectors, social service agencies, and service providers. Additionally, while it is important to involve a mental health hoarding specialist whenever possible, effective use of the UIC is not restricted to trained professionals. Use of the UIC allows for specific, objective, and coordinated assessment and planning while providing reasonable and measurable outcomes. The UIC ensures all involved parties, including the resident, have clear and consistent expectations and guidelines for rectifying and maintaining a safe and sanitary home environment.

It is important to note that the North Shore Peer Advisory Committee reviewed and provided input based on their own personal lived experience with hoarding disorder and inspectional issues. Their input provided valuable insight that greatly affected the language of the UIC. This input helped produce the most understandable and actionable resource possible to identify, assess, and address safety and sanitation issues for hoarding cases at any level of insight and motivation. Additionally, the North Shore Hoarding Task Force worked diligently to ensure the universal aspect of the UIC to provide a resource that is applicable and available to as many individuals and agencies as possible. Please feel free to contact me with any questions or feedback you may have regarding the development or use of this tool.

Sincerely,



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Uniform Inspection Checklist - Hoarding/Excessive Clutter - Quick Reference

Date Completed:		Person Completing This Form:	
Address:		Town:	

RESIDENT The purpose of inspection is to ensure housing is decent, safe, sanitary, & in good repair. Inspector must be able to view, reach, and test all items on inspection checklist.

INSTRUCTIONS For **STATUS**, use **P** to indicate **Pass** if item **MEETS STANDARD** or **F** to indicate **Fail** if the item **DOES NOT MEET STANDARD**. Use **UNK** to indicate **Unknown** if item unobserved or **N/A** to indicate if item Not Applicable. Write comments in space to right of target.

STEP	STATUS	The following items must be UNOBSTRUCTED ~ completely clear of any items ~	SPECIFIC AREA NEEDING TO BE ADDRESSED (EX: BACK DOOR, BEDROOM WINDOW, PATH FROM BEDROOM TO KITCHEN, ETC.)
HARM REDUCTION TARGETS	▼	Egresses - means of exit - must be unobstructed, egress doors must open full 90 degrees or from door frame to door stop, whichever is wider	
	▼	Pathways - Minimum of 36"/91cm wide unobstructed and continuous pathways throughout residence	
	▼	Staircases - must be unobstructed (if applicable)	
	▼	Smoke detectors, CO detectors, and sprinkler heads - (all that apply) must be unobstructed with front and surrounding clearance of 18"/91cm	
	▼	Internal Doors - must be unobstructed - (Applies primarily to residences requiring inspection for tenancy) closet, cabinet, pantry, etc. Inspector must be able to open & close doors fully & freely, & be able to latch if applicable.	
	▼	Windows - 1 window per room must be unobstructed, includes every room with a window measuring over 20"/51cm width x 24"/61cm height	
	▼	Heat & Electrical Sources - stoves, ovens, refrigerators, washing machine/dryer, a/c units, heat thermostats (all that apply) must be unobstructed	
	▼	Heat & Electrical Sources - clearance requirements - open flame heat sources, fireplaces, furnaces, oil tanks, water units, electrical panels, etc... must be unobstructed with front and surrounding clearance of 36"/91cm	
	▼	Emergency Pull Cords - (if applicable) must be unobstructed, end of cord must be no more than 18"/46cm distance from the floor	
STEP 2	STATUS	The following items must be ACCESSIBLE ~ easily able to be reached by inspector ~	
PRIMARY INSPECTION TARGETS	▼	Windows - must be accessible (any window not included above)	
	▼	Electrical outlets - must be accessible	
	▼	Plumbing fixtures & pipes - must be accessible, including under sinks	
	▼	Toilets, sinks, bathtubs, & showers must be accessible	
STEP 3	STATUS	The following items provide a guide for addressing GENERAL HEALTH AND SAFETY.	
GENERAL HEALTH AND SAFETY TARGETS	▼	Sinks must function and show routine use & care	
	▼	Kitchen must have clear & sanitary space sufficient for food preparation counter, portable kitchen island, or table will satisfy requirement	
	▼	Refrigerator/freezer must be sanitary, no expired/decaying food, not overfilled - door & drawers easily close, light & temp controls accessible	
	▼	No expired or decaying food in residence	
	▼	All gas pilot lights must be lit (if applicable)	
	▼	Stove, range w/ oven - interior, exterior, & top must be sanitary & free of debris, NO flammable items inside, on, or within 6"/15cm of stove top	
	▼	No evidence of infestation	
	▼	Garbage & debris must be removed from residence on a routine basis	
	▼	No trip hazards, fall hazards, or avalanche risk	
	▼	No extension cords under carpets, across floors, or across rooms	
	▼	No long-term storage of newspapers, magazines, papers, or flammable/ingnitable liquids to cause or accelerate fires	
	▼	No exposed or frayed electrical wiring	
	▼	No inoperable or unregistered vehicles in yard (if applicable)	
▼	No excessive pet odor, pet hair, pet waste		