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Facilities Planning & Safety Unit

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Site Inspection Check List for:

Administrative & Public Facilities - OAR 333-535-0190

PR# _____ Date: _____ Inspector: _____

Provider: _____

Project: _____

Address: _____

Present at Site Inspection: _____

Intended Occupancy Date: _____

Required PRIOR to Approved Inspection:

RECEIVED?

YES NO NA

Certificate of Occupancy (CO) from governing jurisdiction

MEP Close-Out verification (if required)

SITE INSPECTION:

EXTERIOR = Verify that the facility has installed:

YES NO NA

Entrance at grade level, sheltered from the weather, and able to accommodate wheelchairs. 333-535-0190 (1)

INTERIOR = Verify that the facility has installed:

OVERALL:

YES NO NA

- Lobby shall include: 333-535-0190 (2)
- Storage space for wheelchairs 333-535-0190 (2)(a)
- Reception and information counter or desk 333-535-0190 (2)(b)
- Waiting space(s) 333-535-0190 (2)(c)
- Public toilet facilities 333-535-0190 (2)(d)

- Public telephones 333-535-0190 (2)(e)
- Drinking Fountain(s) 333-535-0190 (2)(f)

- Interview space(s) for private interviews relating to social service, credit, and admissions. 333-535-0190 (3)

- General or individual offices(s) for business transactions, medical and financial records, and administrative and professional staffs. 333-535-0190 (4)

- Multipurpose room(s) for conference, meetings and health education purposes including provisions for showing visual aids. 333-535-0190 (5)

- Library Facilities 333-535-0190 (6)

- Storage for office equipment and supplies. 333-535-0190 (7)