



# National Center for Healthy Housing

National Healthy Homes Training Center and Network

## Healthy Homes Maintenance Checklist

The following checklist was developed for the Healthy Homes Training Center and Network as a tool for healthy home maintenance. A healthy home is one that is constructed, maintained, and rehabilitated in a manner that is conducive to good occupant health.

To maintain a healthy home, occupants should keep it dry, clean, well-ventilated, free from contaminants, pest-free, safe and well-maintained. Good home maintenance can act to

reduce allergens, prevent illness, and reduce injury from accidents. This checklist provides basic guidelines; items may need to be checked more often depending on local conditions and manufacturer suggestions.

*Developed for the National Healthy Homes Training Center by Terry Brennan and Ellen Tohn, technical advisors to the National Center for Healthy Housing.*

	Spring	Fall	Annual	As Needed	Pro Needed?
<b>Yard &amp; Exterior</b>					
Water drains away from house	☉				
No trip, fall, choking, sharp edge hazards	☉	☉			
Fence around pool intact	☉	☉			
Check for signs of rodents, bats, roaches, termites	☉	☉			
Drain outdoor faucets and hoses		☉			
Clean window wells and check drainage	☉	☉			
Clean gutters and downspouts	☉	☉			

	Spring	Fall	Annual	As Needed	Pro Needed?
<b>Exterior Roof, Walls, Windows</b>					
Shingles in good condition	☉				
Check chimney, valley, plumbing vent, skylight flashing	☉				
Make sure gutters discharge water away from building	☉				
Check attic vents		☉			
Check attic for signs of roof leaks	☉				
Check for icicles and ice dams			winter		
Look for peeling paint	☉				
Look for signs of leaks where deck attaches to house	☉				
Check below window & door that flashing intact	☉				
Repair broken, cracked glass		☉			
Look for signs of leaks at window and door sills	☉				
Clean dryer vent	☉	☉			
Check exhaust ducts are clear	☉	☉			

	Spring	Fall	Annual	As Needed	Pro Needed?
<b>Basement &amp; CrawlSpace</b>					
No wet surfaces, puddles	☉	☉			
Sump pump and check valve working	☉	☉			
Floor drain working	☉				
Vacuum basement surfaces	☉				
Check for signs of rodents, bats, roaches, termites		☉			

Maintenance Checklist continued on next page



# Maintenance Checklist (continued)

	Spring	Fall	Annual	As Needed	Pro Needed?
<b>Interior Walls, Ceilings, Windows, Doors</b>					
Check for signs of water damage			⊙		
Check operation of windows and doors	⊙				
Lubricate and repair windows and doors				⊙	

	Spring	Fall	Annual	As Needed	Pro Needed?
<b>Appliances</b>					
Clean kitchen range hood screens				⊙	
Clean dryer vents and screens	⊙				
Clean exhaust fan outlets and screens	⊙				
Clean outdoor air intakes and screens		⊙			
Clean air conditioning coils, drain pans	⊙				⊙
Clean dehumidifier coils, check operation	⊙				
Clean and tune furnaces, boilers, hot water heaters		⊙			⊙
Clean and tune ovens and ranges		⊙			⊙

	Spring	Fall	Annual	As Needed	Pro Needed?
<b>Plumbing, Fixtures and Appliances</b>					
Check washer hoses-connections			⊙		
Check dishwasher hoses for leaks			⊙		
Check toilet supply/shut-off valve			⊙		
Clean & check refrigerator drip pan-icemaker connections			⊙		
Check shower-tub surrounds for signs of damage			⊙		
Check traps and drains under sinks, tubs, showers for leaks			⊙		
Check hot water heater for leaks		⊙			
Check boiler for leaks		⊙			
Check water main/meter or well pump for leaks or sweating		⊙			
Check water main/meter or well pump for leaks or sweating		⊙			
Clean septic tank			2 yrs		
Check drain and supply time for leaks	⊙	⊙			
Check bath and kitchen fans operation	⊙	⊙			

	Spring	Fall	Annual	As Needed	Pro Needed?
<b>Electrical Equipment</b>					
Check for damaged cords	⊙	⊙			
Test ground fault interrupters	⊙				
Test outlets for proper hot, neutral and ground			once		
Check smoke and CO alarms	⊙	⊙			

	Spring	Fall	Annual	As Needed	Pro Needed?
<b>Garage</b>					
Ensure storage of fuel cans	⊙	⊙			
Proper operation of garage door safety shut-off	⊙	⊙			
Check for signs of water damage	⊙				
Check for signs of rodents, bats, roaches, termites	⊙	⊙			

	Spring	Fall	Annual	As Needed	Pro Needed?
<b>HVAC Equipment - Replace filters</b>					
Warm air furnace (merv 8)		⊙			
Air conditioner (central air merv 8)	⊙				
Dehumidifier	⊙				
Outdoor air to return to heat recovery ventilation		⊙			

	Spring	Fall	Annual	As Needed	Pro Needed?
<b>Attic</b>					
Check for signs of rodents, bats, roaches, termites		⊙			
Check for water damage		⊙			
Ensure insulation in place		⊙			
Check that fans still exhaust to outdoors (check ductwork connections)			⊙		