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Initial HQS Inspection Checklist

Each dwelling unit rented to a Section 8 Voucher holder must pass a Housing Quality Standards (HQS) inspection. The checklist below is a tool for owners to prepare for an HQS inspection. This checklist highlights some of the COMMON deficiencies found during the inspections. The items on this checklist must be working or completed **prior** to the HQS inspection. The unit must be empty/vacant from previous tenant.

- The unit must be empty/vacant from previous tenant.
- Utilities (water, gas, electric) must be turned on for completion of the inspection.
- No chipping or peeling paint inside or outside the unit.
- Stove must be clean and in working order and secured.
- Refrigerator must be clean and be in working order with a good door seal.
- There must be a permanently installed working heating system.
- Hot and cold running water in the kitchen and bathroom(s).
- There must be a shower or bathtub that works.
- There must be a flush toilet that works, is securely mounted and does not leak.
- The bathroom must have either an outside window or a fan vented to the outside.
- There must not be any plumbing leaks.
- There must not be any plugged drains.
- All plumbing fixtures must have P-traps to prevent sewer gas from leaking into the unit.
- All ground floor windows and exterior doors shall open and close as designed and must have working locks. Double keyed dead bolts are not permitted.
- Each living space must have two means of fire egress (i.e. door and window)
- All electrical outlets/switches must have cover plates and be in good working condition.
- All ground fault circuit interrupter (GFCI) outlets must work properly
- There must not be any missing, broken, or cracked windows
- The water heater must have a temperature pressure relief valve with a downward pipe made of galvanized steel or copper tubing that is between 6-8 inches from the floor.
- The floor covering cannot be torn or have holes that can cause someone to trip.
- If there are stairs and railings, they must be secure.
- Four or more consecutive stairs must have handrails 34-38 inches from the ground.
- Porches over 30 inches above grade must have guard rails.
- There must be working smoke detectors properly mounted on each level of the unit including the basement.
- All security bars and windows must have a quick release mechanism.
- All sliding glass doors must have a lock or security bar on the door that operates.
- All construction/rehabilitation (painting, flooring, etc.) must be completed

NOTE: This listing is to be used as a reference guide only. Refer to HUD and local building codes for other requirements.

