

Recovery Residence Certification

Onsite Inspection: Dwelling

Date:

Provider	
Dwelling Name	
Street Address	
Unit #	
City	
State	
Zipcode	
Contact Person	
Phone	
Email	
Property owner/landlord	

This dwelling is (check one)

- Stand alone recovery residence
- Part of a colony of stand alone recovery residences
- A residential unit within a larger campus of services

Type of Dwelling (check one)

- House
- Duplex / Four-plex
- Apartment
- Dorm
- Commercial property
- Other

Land use (check one)

- Single family zoning
- Multi-family zoning
- Commercial zoning
- Other

	Inspector 1	Inspector 2
Name		
Phone		
Email		

Sleeping Rooms

	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)
	Width (feet)	Length (feet)	Square (a)*(b)	Beds (#)	Per bed (c)/(d)	Storage (✓, X)	Detector (✓, X)	Egress (#)	Map (✓, X)	Hazard △	Notes
1											
2											
3											
4											
5											
6											
7											
8											
9											
10											
11											
12											
13											
	Total										

Verify the following statements (✓, X)

- 50+ square feet per bed per sleeping room [31.03]
- Each resident has personal item storage [31.05]
- Functioning smoke detectors in the sleeping rooms [33.02]
- Interior and exterior of the property is in a functional, safe and clean condition and free of fire hazards [33.02]

Bathrooms

	(a) Bath (#)	(b) Sink (#)	(c) Toilet (#)	(d) Urinal (#)	(e) Hazard △	(f) Notes
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
Total						
Ratio				← # beds / Total		

Laundry

(g) Washers (#)	(h) Dryers (#)	(i) Hazard △

Verify the following statements (✓, X)

- Laundry services are accessible to all residents [31.07]
- The appliances work [31.08]
- Interior and exterior of the property is in a functional, safe and clean condition and free of fire hazards [33.02]

Verify the following statements (✓, X)

- There is one sink, toilet and shower per six residents at a minimum [31.04]
- Interior and exterior of the property is in a functional, safe and clean condition and free of fire hazards [33.02]

Kitchen

The kitchen and dining area is located in a separate dwelling or facility

	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(m)
	Width	Length	Square	Cold	Dry	Cooking		Smoke	CO2	Extin		Notes
	(feet)	(feet)	(a)*(b)	storage	storage	appliance	Hazard	detect	detect	guisher	Map	
				#	(✓, X)	(✓, X)	△	(✓, X)	(✓, X, n/a)	(✓, X)	(✓, X)	
1												
2												
3												
4												
			Sub-total									

Storage

	(n)	(o)	(p)	(q)	(r)	(s)	(t)	(u)
	Width	Length	Square	Cold	Dry	Personal	Hazard	Notes
	(feet)	(feet)	(a)*(b)	storage	storage	storage	△	
				#	(✓, X)	(✓, X)		
5								
6								
7								
			Sub-total					
			Total cold storage →					

Verify the following statements (✓, X)

- Each resident has food storage space [31.06]
- Appliances are in working order [31.08]
- Kitchen and dining area(s) that encourages residents to share meals together [32.03]
- Functioning carbon monoxide detectors, if there are gas appliances [33.02]
- Functioning fire extinguishers in plain sight and/or clearly marked locations [33.02]
- Interior and exterior of the property is in a functional, safe and clean condition and free of fire hazards [33.02]

Indoor Community Space

	(a)	(b)	(c)	(c)	(e)	(f)	(g)	(h)	(i)	(j)	(k)
	TYPE: (Dinning, family, game, craft, meditation...or group room)	Width (feet)	Length (feet)	Square (a)*(b)	Furni- shings (✓, X)	Rules (✓, X)	Contacts (✓, X)	Map (✓, X)	Grie- vance (✓, X)	Hazard △	Notes
1											
2											
3											
4											
5											
6											
7											
8											
9											
				Total							

Verify the following statements (✓, X)

- Written resident's rights and requirements (e.g. House Rules and grievance process) posted in common areas [6.02]
- The grievance procedure is posted [7.01]
- Residents have access to the common areas of the home [28.06]
- Furnishing are typical of those found in single family homes or apartments as opposed to institutional settings [31.01]
- Community room (space) large enough to reasonably accommodates community living and meetings [32.01]
- Entrance and exits are home-like (e.g. residents have their own key or code to enter and leave the dwelling) [31.02]
- A comfortable group area, a living room or sofas, for participants to informally socialize [32.02]
- Entertainment or recreational areas and/or furnishings that promote social engagement [32.04]
- Furniture that is in good condition [32.05]
- Interior and exterior of the property is in a functional, safe and clean condition and free of fire hazards [33.02]
- Post emergency numbers, procedures and evacuation maps in conspicuous locations [34.01]

Exterior and Outdoor Community Space

	(a)	(b)	(c)	(c)	(e)	(f)	(g)
	Type	Width	Length	Square	Designated	Hazard	Notes
	Outdoor community space, pool, patio...	(feet)	(feet)	(a)*(b)	(✓, X)	⚠	
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
				Total			

Verify the following statements (✓, X)

- Interior and exterior of the property is in a functional, safe and clean condition and free of fire hazards [33.02]
- Smoke-free living environment policy and/or designated smoking area outside of the residence [33.03]
- If recovery residence is in a residential neighborhood, there are no external indications that the property is anything other than a single family household typical of its neighborhood [35.01]
- The property and its structures are consistently maintained [35.02]
- Parking courtesy rules where street parking is scarce [37.02]

Office and other space

	(a) Type	(b) Width (feet)	(c) Length (feet)	(c) Square (a)*(b)	(e) Secured (✓, X)	(f) Hazard △	(g) Notes
1	Secured office, non-community room...						
2							
3							
4							
5							
6							
7							
8							
9							
10							
				Total			

Verify the following statements (✓, X)

- Resident records are secured, with access limited to authorized staff only [9.01]
- Interior and exterior of the property is in a functional, safe and clean condition and free of fire hazards [33.02]

Hazard Checklist

Sleeping Room and Indoor Community Rooms

- Working smoke alarms installed in every level (floor), every bedroom, and in the halls outside of sleeping areas.
- Electrical cords in good repair.
- No more than two appliances plugged in to any outlet or any one extension cord.
- Windows and doors needed for escape in good repair.
- Escape releases on any burglar bars.
- Space heaters at least three feet away from walls, newspapers, clothing, and other materials that could burn.

Kitchen

- Stove top, hood above the stove, and oven grease-free
- Stove is turned off when unattended
- Potholders, towels, and other materials that could burn are away from the stove.
- Gasoline and other flammable liquids are safely stored away from ignition sources such as the water heater or gas grills.

Storage

- Water heater and furnace closets are free of newspapers, supplies and storage material.

Laundry

- Dryer lint trap is clean.

External / Outside Community Space

- Means of safely disposing of cigarettes in designated smoking areas e.g. large, deep ashtrays.
- House number (address) is visible from the street.
- Gasoline and other flammable liquids are safely stored away from ignition sources such as the water heater or gas grills.

Health and Safety Affidavit

Dwelling/Building	
Street Address	
Unit #	
City	
State	
Zipcode	

As a representative of _____ (the Provider), I attest that the recovery residence dwelling and/or building located at the address above:

Yes	No	N/A	[NARR Standard 33.01 and 33.02]
			Meets nondiscriminatory local health and safety codes.
			Functioning smoke detectors in the sleeping rooms
			Functioning carbon monoxide detectors
			Functioning fire extinguishers in plain sight and/or clearly marked locations
			Interior and exterior of the property is in a functional, safe and clean condition and free of fire hazards

Representative name	
Signature	
Date	

Issues to address in order to be approved for certification:

Notes:

Residence Representative

Inspector 1

Inspector 2

Print Name

Print Name

Print Name

Signature

Signature

Signature

Date

Date

Date