HEALTHCARE FACILITY HAZARD INSPECTION TEMPLATE

Facility Hazard Inspection Checklist

Inspect walking routes, emergency access, electrical systems, equipment, storage, chemicals, utilities, waste, restricted areas, contractor work, immediate controls, corrective actions, and verified reopening.

FACILITY / AREA	DATE / SHIFT	INSPECTION ROUTE	INSPECTOR / REVIEWER

1. Inspection setup, facility zones, hazard scope, responsibilities, and immediate-control criteria

1 Confirm the healthcare facility, building, floor or department, inspection date and shift, inspector, facilities or safety owner, duty manager, and escalation contacts.

FACILITY

Safe | Action required | Restrict area | N/A

Execution tip: Set the route and scope before inspecting.

2 Define the patient-care, public, staff, service, plant, storage, external, construction, and restricted areas included in the inspection route.

CRITICAL | FACILITY

Safe | Action required | Restrict area | N/A

Execution tip: Recent incidents help target repeat risk.

3 Review recent incidents, near misses, hazard reports, maintenance defects, staff complaints, patient or visitor complaints, and overdue facility corrective actions relevant to the route.

FACILITY

Safe | Action required | Restrict area | N/A

Execution tip: Know the facility's immediate-control criteria.

4 Verify current facility-safety procedures cover hazard reporting, restricted access, emergency escalation, contractor control, spills, electrical defects, unsafe equipment, and temporary safeguards.

CRITICAL | FACILITY

Safe | Action required | Restrict area | N/A

Execution tip: Use non-identifying evidence.

5 Confirm inspectors know which conditions require immediate guarding, isolation, room or area restriction, equipment removal, clinical relocation, or emergency escalation before normal work continues.

FACILITY

Safe | Action required | Restrict area | N/A

Execution tip: Keep escalation contacts current.

6 Record the inspection scope and evidence without capturing unnecessary patient-identifying information, confidential clinical information, or security-sensitive details.

FACILITY

Safe | Action required | Restrict area | N/A

Execution tip: Critical hazards are controlled before paperwork.

2. Walking surfaces, slips, trips, falls, corridors, stairs, ramps, handrails, and floor-condition hazards

7 **Inspect corridors, patient rooms, treatment areas, public routes, staff areas, plant rooms, stairs, ramps, and service passages for spills, leaks, clutter, trailing cables, loose mats, damaged flooring, or other trip hazards.** CRITICAL FACILITY

Safe | Action required | Restrict area | N/A

Execution tip: OSHA requires walking-working surfaces to be clean, orderly, and safe.

8 **Confirm walking-working surfaces are kept clean, orderly, and as dry as feasible, with wet conditions controlled using drainage, barriers, signs, mats, or restricted access until corrected.** CRITICAL FACILITY

Safe | Action required | Restrict area | N/A

Execution tip: Control wet floors until corrected.

9 **Check floor transitions, thresholds, expansion joints, carpet edges, tiles, gratings, covers, and temporary floor protection for lifting, gaps, instability, or protrusions.** CRITICAL FACILITY

Safe | Action required | Restrict area | N/A

Execution tip: Check temporary cables and equipment in care routes.

10 **Verify stairs, ramps, handrails, guardrails, and landings are secure, unobstructed, adequately lit, and free from stored items or temporary equipment that reduces safe passage.** CRITICAL FACILITY

Safe | Action required | Restrict area | N/A

Execution tip: Stairs and ramps must remain usable.

11 **Check wheelchairs, beds, trolleys, mobile equipment, cleaning carts, oxygen cylinders, supply carts, and cords are parked or routed so they do not obstruct circulation or emergency movement.** CRITICAL FACILITY

Safe | Action required | Restrict area | N/A

Execution tip: Do not let parked equipment become a corridor hazard.

12 **Guard or restrict any hazardous surface that cannot be corrected immediately and create a corrective action with exact location, owner, priority, and verification requirement.** FACILITY

Safe | Action required | Restrict area | N/A

Execution tip: Guard hazards that cannot be fixed immediately.

3. Emergency exits, egress routes, fire doors, emergency lighting, alarms, and life-safety access

13 Verify exit access routes, exits, exit discharges, stairs, corridors, and refuge or evacuation paths within the inspection scope are free from storage, equipment, temporary works, or other obstruction.

CRITICAL | FACILITY

Safe | Action required | Restrict area | N/A

Execution tip: Exit routes must remain free and unobstructed.

14 Check exit-route doors can be used as intended from the inside during an emergency and are not blocked, tied, wedged, damaged, or modified in a way that could impair required emergency use.

CRITICAL | FACILITY

Safe | Action required | Restrict area | N/A

Execution tip: Do not use exit routes for temporary storage.

15 Inspect fire doors and smoke-control doors for obvious damage, obstructed closure, inappropriate wedges or hold-open methods, damaged hardware, or other conditions requiring specialist review.

CRITICAL | FACILITY

Safe | Action required | Restrict area | N/A

Execution tip: Fire and smoke doors need specialist follow-up when impaired.

16 Confirm emergency lighting, exit lighting, alarm interfaces, fire-safety equipment access, and other visible life-safety safeguards are unobstructed and reported when damaged or not operational.

CRITICAL | FACILITY

Safe | Action required | Restrict area | N/A

Execution tip: Keep emergency equipment access visible.

17 Check evacuation equipment, emergency carts, evacuation chairs where used, and designated emergency access areas remain reachable and are not hidden by storage or construction work.

CRITICAL | FACILITY

Safe | Action required | Restrict area | N/A

Execution tip: Construction must not block evacuation paths.

18 Escalate blocked egress, impaired fire or smoke doors, failed emergency lighting, unavailable alarm access, or another life-safety defect under the facility's emergency and fire-safety procedure.

FACILITY

Safe | Action required | Restrict area | N/A

Execution tip: Life-safety defects require rapid escalation.

4. Electrical hazards, panels, outlets, cords, equipment power, wet locations, and temporary electrical arrangements

19 **Inspect visible electrical panels, distribution boards, disconnects, switches, outlets, plugs, power strips, flexible cords, and equipment connections for damage, overheating, missing covers, loose parts, or exposed components.** CRITICAL FACILITY

Safe | Action required | Restrict area | N/A

Execution tip: Electrical access space is not storage space.

20 **Confirm required working and access space around electrical equipment is not used for storage and remains available for safe operation or maintenance.** CRITICAL FACILITY

Safe | Action required | Restrict area | N/A

Execution tip: Water and electrical equipment are a high-priority combination.

21 **Check electrical rooms, panels, outlets, and powered equipment for water intrusion, condensation, leaks, dampness, corrosion, or placement that could expose electrical equipment to wet conditions.** CRITICAL FACILITY

Safe | Action required | Restrict area | N/A

Execution tip: Damaged cords should not remain in service.

22 **Inspect extension cords and temporary wiring for physical damage, crushing, pinch points, trip hazards, inappropriate permanent use, daisy chaining, or routing through doors or other vulnerable locations.** CRITICAL FACILITY

Safe | Action required | Restrict area | N/A

Execution tip: Temporary wiring should not become permanent by default.

23 **Remove damaged plugs, cords, adapters, power strips, chargers, or portable electrical equipment from service when defects could expose staff, patients, or visitors to electrical risk.** CRITICAL FACILITY

Safe | Action required | Restrict area | N/A

Execution tip: Do not open energized equipment during a general hazard walk.

24 **Escalate exposed energized parts, electrical burning odor, significant overheating, repeated unexplained trips, water affecting electrical equipment, or another condition requiring qualified electrical evaluation.** FACILITY

Safe | Action required | Restrict area | N/A

Execution tip: Qualified electrical evaluation is required for serious defects.

5. Medical equipment, furniture, storage, cylinders, shelving, mobile assets, and physical-condition hazards

25 **Inspect beds, stretchers, wheelchairs, commodes, IV poles, patient lifts, carts, monitors, stands, trolleys, and other mobile assets for obvious instability, damaged wheels, sharp edges, broken parts, or unsafe positioning.**

CRITICAL | FACILITY

Safe | Action required | Restrict area | N/A

Execution tip: General facility inspection is not a medical-device performance test.

26 **Check shelving, cabinets, wall-mounted equipment, ceiling-mounted items, storage racks, monitors, dispensers, and other fixtures are secure and not overloaded or at risk of falling.**

CRITICAL | FACILITY

Safe | Action required | Restrict area | N/A

Execution tip: Secure cylinders and mobile equipment.

27 **Verify heavy, fragile, or frequently used items are stored so staff do not need unsafe reaching, climbing, overextension, or unstable improvised access.**

CRITICAL | FACILITY

Safe | Action required | Restrict area | N/A

Execution tip: Unstable furniture can harm patients and staff.

28 **Inspect compressed-gas cylinders and portable oxygen cylinders within the route for secure storage or transport, valve protection where required, correct separation, and freedom from impact or trip hazards.**

CRITICAL | FACILITY

Safe | Action required | Restrict area | N/A

Execution tip: Avoid unsafe high storage.

29 **Check damaged furniture, cracked surfaces, loose hardware, sharp edges, broken glass, unstable fixtures, or equipment that cannot be safely cleaned is removed, repaired, guarded, or restricted.**

CRITICAL | FACILITY

Safe | Action required | Restrict area | N/A

Execution tip: Sharp edges and broken glass need immediate control.

30 **Route medical-device functional defects to the approved medical-equipment or biomedical-engineering process rather than treating a general facility inspection as a technical device release.**

FACILITY

Safe | Action required | Restrict area | N/A

Execution tip: Use biomedical engineering for technical device release.

6. Hazardous chemicals, cleaning products, gases, labels, SDS access, storage, spills, and exposure controls

31 Inspect maintenance, housekeeping, laboratory-support, sterilization-support, and service areas for hazardous chemicals that are unlabelled, leaking, damaged, incompatible, or stored outside approved locations.

CRITICAL | FACILITY

Safe | Action required | Restrict area | N/A

Execution tip: OSHA Hazard Communication requires labels, SDS access, and training.

32 Confirm hazardous chemical containers retain required identification or workplace labels and that Safety Data Sheets are readily accessible to employees during the work shift.

CRITICAL | FACILITY

Safe | Action required | Restrict area | N/A

Execution tip: Unknown chemicals should be isolated, not guessed at.

33 Check flammable, corrosive, oxidizing, toxic, compressed-gas, cleaning, maintenance, and other hazardous products are stored according to the facility program and product requirements.

CRITICAL | FACILITY

Safe | Action required | Restrict area | N/A

Execution tip: Keep hazardous products away from unauthorized access.

34 Verify secondary containers, chemical carts, dosing systems, and maintenance products are identified and not left unsecured or accessible to patients, visitors, or unauthorized staff.

CRITICAL | FACILITY

Safe | Action required | Restrict area | N/A

Execution tip: Blocked emergency wash equipment is a hazard.

35 Inspect for chemical residue, strong odors, damaged containers, incompatible storage, blocked eyewash or emergency equipment, inadequate ventilation, or evidence of an uncontrolled spill.

CRITICAL | FACILITY

Safe | Action required | Restrict area | N/A

Execution tip: Strong fumes can signal a release.

36 Escalate chemical releases, unknown substances, incompatible mixing, significant fumes, damaged gas cylinders, or another exposure condition through the facility emergency and hazardous-materials response process.

FACILITY

Safe | Action required | Restrict area | N/A

Execution tip: Use the approved chemical-response process.

7. Water leaks, plumbing, ceilings, HVAC, indoor environment, drainage, moisture, and utility hazards

37 Inspect ceilings, walls, floors, risers, service shafts, plant areas, sinks, toilets, drains, pipes, valves, and mechanical equipment for active leakage, staining, dampness, corrosion, or water damage.

CRITICAL | FACILITY

Safe | Action required | Restrict area | N/A

Execution tip: Treat leaks as safety hazards, not just maintenance defects.

38 Check leaks or wet conditions are controlled immediately so they do not create slip hazards, electrical exposure, contamination, structural damage, or loss of clinical-area usability.

CRITICAL | FACILITY

Safe | Action required | Restrict area | N/A

Execution tip: Water can create slip, electrical, and contamination risk together.

39 Inspect ventilation grilles, exhaust points, HVAC units, plant areas, and occupied spaces for abnormal noise, excessive heat, unusual odor, condensation, visible moisture, or blocked airflow requiring engineering review.

CRITICAL | FACILITY

Safe | Action required | Restrict area | N/A

Execution tip: Persistent moisture needs root-cause action.

40 Check drains, floor drains, sewage systems, and wet-area fixtures for overflow, blockage, sewage odor, standing water, or contamination that requires area control.

CRITICAL | FACILITY

Safe | Action required | Restrict area | N/A

Execution tip: Sewage events require immediate area control.

41 Verify ceiling tiles, wall finishes, doors, floor finishes, insulation, and other building materials damaged by water are evaluated and managed under the facility's engineering and infection-prevention procedures.

CRITICAL | FACILITY

Safe | Action required | Restrict area | N/A

Execution tip: Coordinate building-material water damage with IPC.

42 Escalate flooding, sewage backup, water affecting electrical equipment, loss of essential utilities, persistent moisture, unsafe indoor conditions, or another utility failure that threatens patient or staff safety.

FACILITY

Safe | Action required | Restrict area | N/A

Execution tip: Critical utility failures need escalation.

8. Sharps, waste, contaminated materials, housekeeping, storage rooms, and service-area hazards

43 Inspect patient-care and service areas for unattended sharps, broken glass, leaking waste, overfilled containers, contaminated materials, or waste placed where staff, patients, or visitors could contact it.

CRITICAL | FACILITY

Safe | Action required | Restrict area | N/A

Execution tip: Sharps and waste hazards can be immediate.

44 Confirm sharps containers are accessible to users, secured as required, not overfilled, and positioned so they do not create an impact, reach, or spill hazard.

CRITICAL | FACILITY

Safe | Action required | Restrict area | N/A

Execution tip: Do not overfill sharps containers.

45 Check healthcare waste, general waste, linen, specimens, clean supplies, chemicals, and food-related materials are separated and routed according to the facility's approved workflows.

CRITICAL | FACILITY

Safe | Action required | Restrict area | N/A

Execution tip: Keep clean and contaminated flows separated.

46 Inspect storage rooms, service corridors, loading areas, housekeeping closets, waste holding areas, and utility rooms for clutter, unstable stacking, blocked access, leaks, pests, and poor housekeeping.

CRITICAL | FACILITY

Safe | Action required | Restrict area | N/A

Execution tip: Storage rooms are part of the hazard route.

47 Verify dropped contaminated materials, body-fluid spills, leaking bags, broken containers, or other contamination events trigger area control, PPE, cleanup, repackaging, and reporting under the approved procedure.

CRITICAL | FACILITY

Safe | Action required | Restrict area | N/A

Execution tip: Control body-fluid spills using the approved procedure.

48 Escalate uncontrolled sharps or waste hazards, sewage or body-fluid contamination, unstable storage, pest infestation, or another service-area condition requiring immediate restriction or specialist response.

FACILITY

Safe | Action required | Restrict area | N/A

Execution tip: Unstable storage and pests need corrective ownership.

9. Security, access control, violence risks, construction, contractors, restricted zones, and temporary works

49 Check restricted clinical, pharmacy, plant, utility, roof, chemical, medical-gas, records, and other controlled areas are secured against unauthorized access according to facility policy.

CRITICAL | FACILITY

Safe | Action required | Restrict area | N/A

Execution tip: Security and facility hazards often overlap.

50 Inspect doors, locks, barriers, access-control devices, reception controls, panic or duress arrangements where used, and other visible security safeguards for obvious damage or bypass.

CRITICAL | FACILITY

Safe | Action required | Restrict area | N/A

Execution tip: Keep restricted technical areas secured.

51 Review areas with recent aggressive behavior, unauthorized entry, theft, elopement risk, or staff-security concerns for environmental hazards such as blocked escape paths, unsecured objects, or failed controls.

CRITICAL | FACILITY

Safe | Action required | Restrict area | N/A

Execution tip: Construction barriers must protect patients and visitors.

52 Inspect construction, renovation, contractor, ceiling-access, drilling, hot-work, temporary barrier, and maintenance zones for clear separation from patient and public areas and safe control of debris, tools, cords, and openings.

CRITICAL | FACILITY

Safe | Action required | Restrict area | N/A

Execution tip: Contractor controls should match the work being done.

53 Confirm contractors follow the facility's access, permit, infection-prevention, electrical, chemical, fire, work-at-height, and restricted-area requirements applicable to their work.

CRITICAL | FACILITY

Safe | Action required | Restrict area | N/A

Execution tip: Temporary works need defined owners and expiry.

54 Escalate uncontrolled contractor work, breached barriers, unsecured restricted areas, failed security safeguards, or temporary works that expose patients, visitors, or staff to immediate risk.

FACILITY

Safe | Action required | Restrict area | N/A

Execution tip: Escalate breached barriers immediately.

10. Risk rating, immediate controls, corrective actions, verification, trend review, and final sign-off

55 Record every facility hazard with exact location, hazard type, people or services exposed, risk level, immediate control, accountable owner, target date, and approved evidence.

CRITICAL | FACILITY

Safe | Action required | Restrict area | N/A

Execution tip: Every hazard needs one owner and one verification standard.

56 Apply the facility's risk criteria consistently and prioritize hazards that could cause serious injury, patient harm, fire or egress impairment, electrical injury, exposure, contamination, security failure, or critical service disruption.

CRITICAL | FACILITY

Safe | Action required | Restrict area | N/A

Execution tip: Use consistent risk ratings.

57 Create corrective actions that address the actual source of the hazard, such as repair, replacement, engineering control, storage redesign, access restriction, housekeeping, contractor correction, or procedural change.

CRITICAL | FACILITY

Safe | Action required | Restrict area | N/A

Execution tip: Correct root causes where possible.

58 Verify critical hazards are reinspected before barriers, room holds, equipment restrictions, or area closures are removed and normal use resumes.

CRITICAL | FACILITY

Safe | Action required | Restrict area | N/A

Execution tip: Reinspect before reopening critical areas.

59 Trend repeat hazards by facility, floor, department, hazard category, contractor, asset, shift, incident history, action aging, and recurrence to identify system-level priorities.

CRITICAL | FACILITY

Safe | Action required | Restrict area | N/A

Execution tip: Trend repeat hazards by location and cause.

60 Record the final inspection result, unresolved critical hazards, restricted areas or equipment, next inspection date, facilities or safety owner, inspector, reviewer, approver, date, time, and sign-off.

FACILITY

Safe | Action required | Restrict area | N/A

Execution tip: Final sign-off must show all unresolved critical risk.