

National Center for HEALTHY HOUSING



Healthy Homes Maintenance Checklist

The following checklist was developed for the National Center for Healthy Housing (NCHH) 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, safe, well-ventilated, free from contaminants and pests, well-maintained, and thermally controlled.

Good home maintenance can act to reduce allergens, prevent illness, and prevent accidental injuries. This checklist provides basic guidelines; items may need to be checked more often depending on local conditions and manufacturer recommendations.

Developed by Terry Brennan and Ellen Tohn, technical advisors to NCHH. Revised by NCHH staff, May 2018.

| YARD AND EXTERIOR | Spring | Fall | Annual | As Needed | Pro Needed? |
|--|--------|------|--------|-----------|-------------|
| Direct water drains away from house | ● | | | | |
| No hazards for tripping/falls, choking, or sharp-edges | ● | ● | | | |
| Verify that the pool fence is intact | ● | ● | | | |
| Check for signs of rodents, bats, roaches, or termites | ● | ● | | | |
| Drain outdoor faucets and hoses | ● | ● | | | |
| Clean window wells and check for drainage | ● | ● | | | |
| Clean gutters and downspouts | ● | ● | | | |

| BASEMENT AND CRAWLSPACE | Spring | Fall | Annual | As Needed | Pro Needed? |
|--|--------|------|--------|-----------|-------------|
| No wet surfaces, puddles, or musty odor | ● | ● | | | |
| Ensure that the sump pump and check valve are working | ● | ● | | | |
| Ensure that the floor drain is working | ● | | | | |
| Vacuum basement surfaces | ● | | | | |
| Check for signs of rodents, bats, roaches, or termites | | ● | | | |

| EXTERIOR ROOF, WALLS, AND WINDOWS | Spring | Fall | Annual | As Needed | Pro Needed? |
|---|--------|------|--------|-----------|-------------|
| Ensure that the shingles are in good condition | ● | | | | |
| Inspect the chimney, valley, plumbing vent, and skylight flashing for damage or leaks | ● | | | | |
| Inspect the chimney and clean if needed | | ● | | | |
| Ensure that gutters discharge water away from building | ● | | | | |
| Inspect the attic vents | | ● | | | |
| Inspect attic for signs of roof leaks | ● | | | | |
| Inspect for icicles and ice dams | | | | ● | |
| Look for peeling paint | ● | | | | |
| Look for signs of leaks where deck attaches to house | ● | | | | |
| Check below windows and doors that the flashing is intact | ● | | | | |
| Remove and replace any cracked or broken glass | | ● | | | |
| Look for signs of leaks at window and door sills | ● | | | | |
| Clean the dryer vent | ● | ● | | | |
| Verify that the exhaust ducts are clear | ● | ● | | | |

| | Spring | Fall | Annual | As Needed | Pro Needed? |
|--|--------|------|--------|-----------|-------------|
| HVAC EQUIPMENT - REPLACE OR CLEAN FILTERS | | | | | |
| Warm-air furnace (MERV 11) | | ● | | | |
| Air conditioner (central air: MERV 11) | ● | | | | |
| Dehumidifier | ● | | | | |
| Portable air cleaner | ● | | | | |
| Outdoor air to return to heat recovery ventilation | | ● | | | |

| | Spring | Fall | Annual | As Needed | Pro Needed? |
|---|--------|------|--------|-----------|-------------|
| ATTIC | | | | | |
| Inspect for signs of rodents, bats, roaches, and termites | | ● | | | |
| Inspect for water damage | | ● | | | |
| Ensure that insulation is in place | | ● | | | |
| Verify that fans still exhaust to outdoors (check ductwork connections) | | | ● | | |

| | Spring | Fall | Annual | As Needed | Pro Needed? |
|---|--------|------|--------|-----------|-------------|
| PLUMBING, FIXTURES, AND APPLIANCES | | | | | |
| Inspect the washing machine hoses and connections | | | ● | | |
| Inspect the dishwasher hoses for leaks | | | ● | | |
| Inspect the toilet supply/shut-off valve | | | ● | | |
| Clean and inspect the refrigerator drip pan and icemaker connections | | | ● | | |
| Inspect the shower/tub surrounds for signs of damage | | | ● | | |
| Inspect the traps and drains under sinks, tubs, and showers for leaks | | | ● | | |
| Inspect the water heater for rust or leaks | | ● | | | |
| Test the water heater's temperature and pressure relief (TPR) valve | | | ● | | |
| Drain the water heater | | | ● | | |
| Inspect the water heater's sacrificial anode rod (replace approximately every five years) | | | ● | | |
| Inspect the boiler for leaks | | ● | | | |
| Inspect the water main/meter or well pump for leaks or sweating | | ● | | | |
| Have the septic tank pumped | | | | ● | ● |
| Check all drain and supply lines for leaks | ● | ● | | | |
| Verify that the bath and kitchen fans are operational | ● | ● | | | |

| | Spring | Fall | Annual | As Needed | Pro Needed? |
|---|--------|------|--------|-----------|-------------|
| INTERIOR WALLS, CEILINGS, WINDOWS, AND DOORS | | | | | |
| Inspect for signs of water damage | | | ● | | |
| Check operation of windows and doors | ● | | | | |
| Lubricate and repair windows and doors | | | ● | | |
| Inspect for peeling paint or damage to lead-based paint encapsulant | | ● | | | |

| | Spring | Fall | Annual | As Needed | Pro Needed? |
|--|--------|------|--------|-----------|-------------|
| APPLIANCES | | | | | |
| 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 and drain pans | ● | | | | |
| Check the refrigerator water line for leaks | | | ● | | |
| Clean the dehumidifier coils and check operation | ● | | | | |
| Clean and tune the furnace, boiler, and water heaters | | ● | | | ● |
| Clean and tune ovens and ranges; check for evidence of pests | | ● | | | ● |
| Change the vacuum cleaner filter | | | ● | ● | |

| | Spring | Fall | Annual | As Needed | Pro Needed? |
|---|--------|------|--------|-----------|-------------|
| ELECTRICAL EQUIPMENT | | | | | |
| Repair or replace any damaged electrical cords | ● | ● | | | |
| Test ground fault interrupters (GFIs) | ● | ● | | | |
| Check the outlets for cracks, soot, and overheating (signs of a hazard) | ● | ● | | | |
| Replace batteries in the smoke and CO alarms; make sure they're operational | ● | ● | | | |

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|---|--------|------|--------|-----------|-------------|
| GARAGE | | | | | |
| Ensure proper storage of fuel cans | ● | ● | | | |
| Ensure proper operation of garage door safety shut-off | ● | ● | | | |
| Check for signs of water damage | ● | | | | |
| Check for signs of rodents, bats, roaches, and termites | ● | ● | | | |