

# SUMMER: WCHO MAINTENANCE SCHEDULE

4th Quarter: July 1 - September 31

PROVIDER: \_\_\_\_\_

Year: \_\_\_\_\_

INSPECTION	DATE(S) COMPLETED	STAFF	PLAN OF CORRECTION & DATE OF IMPLEMENTATION	COMMENTS
Inspect & clean trash containers. Replace bent, cracked units/missing lids.				
Inspect all interior and exterior fixtures, switches, and cords on all electrical items. Repair/replace as needed.				
Inspect all floor covering and replace as needed.				
Inspect integrity of all doors and jambs for damage. Check door passage hardware for operation of each and to ensure that they correctly latch.				
Inspect all cupboards and cabinets, tracks, hinges, pull knobs, and repair as needed.				
Inspect oven and range elements; move and clean underneath; clean underneath drip catchers. Was drip catchers in dishwasher or replace as needed.				
Conduct functional operation check of all appliances.				
Inspect all floor drains and clean as needed by pouring water down them.				
Wash windows, install or pull screens into place. Repair or replace screens as needed.				
Clean out garage. Clean oil stains, etc.				
Remove yard debris, check for soil erosion/damage.				
Inspect yard for low spots, accumulated water, etc.				

Maintain lawn care/landscaping/grounds maintenance program consistent with neighborhood.				
Wash interior walls & repair damage, patch, repaint as needed.				
Deep clean barbeque grill.				
Annual septic tank inspection and (cleaning if necessary).				

**I certify that the information contained herein is accurate and that any plan for compliance will be carried out as indicated.**

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Provider Representative (Print)

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Provider Representative Signature

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Date