

## Structured Sober Living Home License Quarterly Safety Self-Assessment Checklist

Phoenix City Code Chapter 10, Section 10-179(D)(5) requires that an owner or qualified manager conduct a safety self-assessment checklist for the home at least once per quarter on this form (provided by the City Clerk Department for this purpose), to maintain a copy of each completed form on the premises for at least 1 year from the date of assessment, and to make completed forms available for City inspection, upon request.

Please fill out this form each time a home safety self-assessment is conducted (at least once per quarter) and keep a copy on-site, available for City inspection, upon request. This form must be completed and signed on the date the safety self-assessment is conducted.

<b>ASSESSMENT INFORMATION</b>	
1) Structured sober living home address	
2) Date self-assessment was conducted (MM/DD/YYYY)	
3) Name of person conducting assessment (please print)	
4) Position of person conducting assessment	<input type="checkbox"/> STRUCTURED SOBER LIVING HOME OWNER    OR <input type="checkbox"/> QUALIFIED MANAGER
<input checked="" type="checkbox"/> <b>ASSESSMENT CHECKLIST</b> - The property must comply with the following minimum standards:	
Parking requirements as defined in Chapter 39 and 41.	
All doors, windows and all related hardware in good operating condition.	
All stairs, porches, and hand railing are in safe and structurally sound condition as defined in Chapter 39-5	
All electrical facilities are maintained hazard free and in a state of good repair as defined in Chapter 39-5.	
There are functioning smoke detectors in each sleeping room.	
There is at least one functioning carbon monoxide detector in the home.	
There is at least one functioning fire extinguisher in plain sight in the kitchen or dining area.	
The street address is clearly marked and visible from the street.	
Designated cigarette disposal containers for residents' use have been provided.	
A fully stocked first aid kit is maintained and easily accessible to all residents	
At least one window and one door in all sleeping rooms are operable and allow for safe and rapid egress as defined in Chapter 39-5.	
Interior of dwelling is free from any unsafe or unsanitary accumulation of garbage, food waste, trash, or debris.	
Dwelling is free from the presence of insect and rodent infestation.	
Compliance with occupancy standards as outlined in existing city code as defined in Chapter 39-5.	
Each sink, lavatory bathtub, or shower is equipped with water from an approved water supply in amounts and pressure necessary for property operation and consisting of running cold and heated water.	
Every plumbing fixture, water, waste pipe, gas supply pipe and connection is properly installed and maintained in good sanitary working condition.	
Every interior wall, door, cabinet, appurtenance, ceiling, and floor is maintained in a safe and structurally sound condition.	
Major appliances are in an operable and hazard free condition.	
Heating, cooling and ventilation systems are in a state of good repair as defined in Chapter 39-5.	

**Affirmation & Signature:** I declare under penalty of perjury, that I am the structured sober living home owner OR the qualified manager for the address listed above in #1, and that I have conducted a safety self-assessment checklist for the home to ensure compliance with Phoenix City Code 10-179(F) on the date listed above in #2.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date