

Sample safety in the home checklist

This checklist should be completed annually (once a year), or each time there is a change to the environment.

Name:

Home address:

Date checklist complete:

	Satisfactory yes/ no	Comments/ actions required
Are the doorways clear of obstacles?		
Do the staircases have clear and easy access at all times?		
Are there any loose carpets on the floors or staircases?		
Are there any overloaded sockets?		
Is there adequate ventilation?		

Is the heating adequate and controllable?		
Is the lighting adequate?		
Is there any equipment that does not function properly?		
Are there any trailing or damaged flexes?		
Are there any damaged sockets?		
Does your personal assistant use visual display equipment?		
Do you have suitable and accessible fire-fighting equipment and has it been serviced in the last year?		
Does your personal assistant have adequate space to complete their work?		
Will your personal assistant have to excessively stretch or bend to complete tasks?		
Do you and your personal assistant have all the emergency contact numbers that you require?		