

SENIOR LIVING FACILITY DAILY INSPECTION CHECKLIST

(Daily Life-Safety & Egress Round)

Daily Life-Safety & Egress Round

Week of: Facility: Inspector:

TASK	MON	TUE	WED	THU	FRI	SAT	SUN
Walk all exit routes and corridors: confirm they are unobstructed and clear of carts, equipment, and clutter.							
Confirm exit doors open freely from the inside without keys or special knowledge; egress doors not blocked or chained.							
Check that exit signs are illuminated and emergency lighting is functional along egress paths.							
Confirm corridor fire/smoke doors are not propped open and close/latch properly.							
Verify fire extinguishers are in place, charged (gauge in green), and unobstructed.							
Confirm nothing is stored under stairs or blocking sprinkler heads, alarm pulls, or fire equipment.							
Check that resident-room doors and hardware operate correctly and thresholds are trip-free.							
Confirm 'no smoking' signage and policy compliance where oxygen is in use.							
Additional Task:							

Instructions:

Complete daily. CMS surveys are unannounced, and Life Safety Code (NFPA 101) deficiencies are among the most common and serious findings — blocked egress and non-functioning exit signage put residents at direct risk during an evacuation. Exit doors must open from the inside without keys or special knowledge, and corridors must stay clear. A daily round documents that egress and fire-safety conditions were verified, which is exactly the evidence CMS surveyors expect. Note and correct any deficiency immediately.

SENIOR LIVING FACILITY DAILY INSPECTION CHECKLIST

(Resident Safety & Environment of Care)

Resident Safety & Environment of Care

Week of: Facility: Inspector:

TASK	MON	TUE	WED	THU	FRI	SAT	SUN
Test a sample of resident call/emergency call lights; confirm they signal at the station and are answered.							
Check corridors, rooms, and bathrooms for fall hazards: wet floors, loose rugs, cords, clutter, poor lighting.							
Confirm grab bars, handrails, and bathroom safety fixtures are secure.							
Check that resident-room and common-area furniture is stable and in good repair.							
Verify hot-water temperature at resident fixtures is within the safe anti-scald range.							
Confirm common areas, dining, and activity spaces are clean, hazard-free, and properly lit.							
Check that hallways and rooms are free of tripping hazards and mobility paths are clear.							
Verify secured units / wander-management doors and alarms are functioning (memory care).							
Additional Task:							

Instructions:

Complete daily. Falls are a leading cause of resident injury, so the environment-of-care round focuses on the conditions that cause them: wet or cluttered floors, loose rugs, poor lighting, unstable furniture, and loose grab bars. Test call lights daily — a resident who can't summon help is a serious safety and liability exposure. Verify safe hot-water temperatures to prevent scalding. For memory-care units, confirm wander-management doors and alarms work every day. Documented daily safety rounds support CMS Appendix PP (F-tag) expectations.

SENIOR LIVING FACILITY DAILY INSPECTION CHECKLIST

(Building Systems & Environment)

Building Systems & Environment

Week of: Facility: Inspector:

TASK	MON	TUE	WED	THU	FRI	SAT	SUN
Check the fire alarm panel: confirm normal status with no active trouble or supervisory signals.							
Confirm generator status is normal (in AUTO, no fault codes, fuel adequate).							
Verify kitchen/dietary refrigeration and freezer temperatures are in range and logged.							
Check common-area and resident-room HVAC for comfortable, safe temperatures; note any complaints.							
Confirm elevators are operating normally and the current inspection certificate is posted.							
Check domestic hot-water and mechanical rooms for leaks, odors, or unusual noise.							
Verify entrances and secured doors lock/latch and access control is working.							
Confirm exterior walkways, ramps, and entrances are clear, well-lit, and free of ice/tripping hazards.							
Additional Task:							

Instructions:

Complete daily. Building systems that residents depend on — fire alarm, generator, elevators, refrigeration, and hot water — are checked for normal status every day so a silent failure is caught early. A generator fault or a fire panel in trouble is a life-safety issue in a facility where residents cannot self-evacuate quickly. Keep dietary refrigeration logs current for health compliance, and confirm the elevator certificate is posted (ASME A17.1). Note any building-system fault and route it for correction immediately.

SENIOR LIVING FACILITY DAILY INSPECTION CHECKLIST

(Documentation & Compliance)

Documentation & Compliance

Date:

TASK	STATUS
Complete a dated, signed daily inspection log for each round (egress, resident safety, building systems).	
Record every deficiency with location, description, corrective action, owner, and completion date.	
Keep fire-safety records current: extinguisher checks, alarm/sprinkler tests, and fire-drill documentation.	
Maintain generator test records (weekly inspection, monthly load test) per NFPA 110.	
Keep water-management (Legionella) documentation current per ASHRAE 188 and CMS expectations.	
File dietary refrigeration temperature logs and elevator inspection certificates.	
Retain emergency-preparedness plan review and drill records (all-hazards).	
Keep records organized and readily retrievable for unannounced CMS/state surveys.	
Additional Task:	

Instructions:

Documentation is the backbone of survey readiness. CMS surveys are unannounced and conducted against the State Operations Manual (Appendix PP F-tags and Appendix I for Life Safety Code), so a timestamped, signed daily inspection record is the evidence surveyors require – and it must be retrievable in minutes, not dug out of paper binders. Log every deficiency with an owner and completion date so nothing is left open. Keep fire-safety, generator, water-management, and emergency-preparedness records current; the CMS all-hazards emergency-preparedness rule requires documented plans, training, and drills.