## 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? |  |  |