

12-Item Monthly Clinic Facility Checklist

One walk-through a month for a surgery center, dialysis clinic, medical or dental office. Mark each item Pass, Fail or N/A. Every Fail gets a note and goes on your deficiency log with a date to fix it.

SITE / BUILDING		MONTH AND YEAR	CHECKED BY	DATE WALKED	
#	CHECK	PASS	FAIL	N/A	NOTES / FIX NEEDED
01	Exits and exit routes. Corridors and routes to every exit clear; exit doors open from the inside without a key or special knowledge. OSHA 29 CFR 1910.36-.37 • NFPA 101	☐	☐	☐	
02	Exit signs. Every sign lit and readable from the route that leads to it. NFPA 101 §7.10	☐	☐	☐	
03	Emergency lighting. Press test on each battery unit for 30 seconds; every lamp comes on. The annual 90-minute test is logged separately. NFPA 101 §7.9.3	☐	☐	☐	
04	Fire extinguishers. In place and unblocked; gauge in the green; pin and tamper seal intact; no damage; tag shows service in the last 12 months. Initial each tag. OSHA 29 CFR 1910.157(e) • NFPA 10	☐	☐	☐	
05	Fire alarm. Panel shows normal, no trouble or supervisory light; pull stations, horns and strobes unblocked. NFPA 72	☐	☐	☐	
06	Sprinklers. Heads clean, not painted or damaged; nothing stored within 18 inches below a head; gauges at normal pressure. N/A if the building has none. NFPA 13 • NFPA 25	☐	☐	☐	
07	Fire and smoke doors. Close and latch on their own; not wedged, tied or blocked open. NFPA 101 • NFPA 80	☐	☐	☐	
08	Electrical. 36 inches clear in front of panels; no extension cords used as permanent wiring; no power strips plugged into each other; no damaged cords or cover plates. OSHA 29 CFR 1910.303, 1910.305	☐	☐	☐	
09	Eyewash stations. Weekly flush log complete for the month; water runs clear; caps on; nothing in the way. OSHA 29 CFR 1910.151(c) • ANSI/ISEA Z358.1	☐	☐	☐	
10	Oxygen and gas cylinders. Secured upright in a rack or chain; full and empty cylinders kept apart and marked. NFPA 99	☐	☐	☐	
11	Chemicals. Every container labeled; safety data sheets where staff can reach them; flammables away from heat and exits. OSHA 29 CFR 1910.1200	☐	☐	☐	
12	Building condition. Ceiling tiles in place and unstained (no leaks or gaps); lights working; no trip hazards; no new holes in walls. General condition	☐	☐	☐	

Any Fail: write what's wrong in the notes, then add it to your deficiency log with who will fix it and by when. The inspector will ask what happened next.

SIGNATURE

REVIEWED BY (MANAGER) AND DATE

Keep this round on an iPad instead. FacilityRounds turns this checklist into a dated record that locks when it's done. A Fail stays open on the dashboard until it's fixed, and the PDF is one click away when the inspector asks. Free for one building at facilityrounds.com.

General guidance, not legal advice. What applies to you depends on your state, building, accreditor and the code editions your inspectors enforce. © 2026 KnightWorks Consulting, Inc. Free to copy and use.