*DTR Sample Template #6* – *Post-Event Damage Assessment Tool*

**Post-Event Damage Assessment Tool**

This tool is designed to assist a facility in assessing damage immediately following an event.

Employee and patient safety is critical. Only conduct the assessment when it has been deemed safe to do so.

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| **Individual Conducting Assessment:** | **Date of Assessment:** | **Location of Assessment:** |
| **Type of Event:** | **Date of Event:**  | **General Damage:** (circle one)Minor Moderate Severe Total |
| **Brief description of event:**

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| --- |
|  |

**Check any of the areas/items that apply and describe:** |  |  |  |
| **Exterior Property** |

|  |
| --- |
| * Broken Glass
 |
| * Downed Utility Poles/Lines
 |
| * Driveways
 |
| * Fences/Gates
 |
| * Fire Hydrants
 |
| * Flagpole
 |
| * Freestanding Signs
 |
| * Graffiti
 |

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| * Landscaping
 |
| * Light Poles
 |
| * Mailboxes
 |
| * Out-Buildings
 |
| * Parking Lot
 |
| * Patios
 |
| * Trees
 |
| * Walkways
 |

 |
| **Describe Damage to Exterior Property:** |
| **Exterior Building** |

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| --- |
| * Awnings
 |
| * Balconies
 |
| * Doors
 |
| * Exterior Walls/Siding
 |
| * Foundation
 |
| * Light Fixtures
 |
| * Pipes
 |

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| * Porches
 |
| * Railings
 |
| * Roof
 |
| * Structural Collapse
 |
| * Utility Meters
 |
| * Windows
 |
| * Wiring
 |

 |
| **Describe Damage to Exterior Building:** |

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| **Interior Building** |

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| --- |
| * Attic
 |
| * Basement
 |
| * Carpeting
 |
| * Ceilings
 |
| * Circuit Breaker Boxes
 |
| * Closets
 |
| * Computer System/Server
 |
| * Doors
 |
| * Electrical Outlets
 |
| * Elevator
 |
| * Floorboards
 |

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| * Floor Tiles
 |
| * Foyer/Entryway
 |
| * Fuse Box
 |
| * Light Fixtures
 |
| * Railings
 |
| * Screen Doors
 |
| * Stairs
 |
| * Wall Coverings
 |
| * Wall Structure
 |
| * Windows
 |
| * Wiring
 |

 |
| **Describe Damage to Interior Building:** |

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| **Alarm & Fire Suppression Systems** |

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| * Control Panel
 |
| * Heating/Cooling Detectors
 |
| * Illuminating Exit Signs
 |
| * Overhead PA System
 |
| * Pull Stations
 |

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| --- |
| * Security System
 |
| * Smoke Detectors
 |
| * Sprinkler Heads
 |
| * Sprinkler Piping
 |
| * Strobe Lighting Devices
 |

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| **Describe Damage to Alarm & Fire Suppression Systems:** |

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Mechanical Equipment** |

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| --- |
| * Boilers
 |
| * Elevator Equipment
 |
| * Furnaces
 |
| * Gas Pipes
 |
| * Generators
 |

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| * Hot Water Tanks
 |
| * HVAC Systems
 |
| * Sewer Pipes
 |
| * Sump Pumps
 |
| * Water Pipes
 |

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| **Describe Damage to Mechanical Equipment:** |

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| **Office Supplies & Furniture** |

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| --- |
| * Chairs
 |
| * Coffee Machine
 |
| * Computers
 |
| * Copy Machines
 |
| * Desks
 |
| * Dryer
 |
| * Entertainment Equipment
 |
| * Fax Machine
 |

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| * Filing Cabinets
 |
| * Freezer
 |
| * Microwave Ovens
 |
| * Paper
 |
| * Paper Shredders
 |
| * Refrigerator
 |
| * Shelving
 |
| * Washing Machine
 |

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| **Describe Damage to Office Supplies & Furniture:** |
| **Clinical Supplies & Equipment** |

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| --- |
| * AED Machine
 |
| * Autoclave
 |
| * Blood Pressure Machine
 |
| * Diagnostic Imaging Equipment
 |
| * EKG/EEG Machine
 |
| * Exam Chairs/Tables
 |
| * Eye Charts
 |
| * Laboratory Equipment
 |
| * Medical Supplies
 |
| * Medication Refrigerator
 |

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| * Medications
 |
| * Microscope
 |
| * Needles/Syringes/Scalpels
 |
| * Orthopedic Supplies
 |
| * Personal Protective Equipment (PPE)
 |
| * Physical Therapy Equipment
 |
| * Scales
 |
| * Scopes
 |
| * Ultrasound
 |
| * Workstation on Wheels
 |

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| **Describe Damage to Clinical Supplies & Equipment:** |

**List any additional damaged items:**

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**List any missing items:**

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