*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:**   |  | | --- | |  |   **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 | | | | |  | | --- | | * Landscaping | | * Light Poles | | * Mailboxes | | * Out-Buildings | | * Parking Lot | | * Patios | | * Trees | | * Walkways | | |
| **Describe Damage to Exterior Property:** | | | | | | |
| **Exterior Building** | | | |  | | --- | | * Awnings | | * Balconies | | * Doors | | * Exterior Walls/Siding | | * Foundation | | * Light Fixtures | | * Pipes | | | | |  | | --- | | * Porches | | * Railings | | * Roof | | * Structural Collapse | | * Utility Meters | | * Windows | | * Wiring | | | |
| **Describe Damage to Exterior Building:** | | | | | | | | |

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| **Interior Building** | |  | | --- | | * Attic | | * Basement | | * Carpeting | | * Ceilings | | * Circuit Breaker Boxes | | * Closets | | * Computer System/Server | | * Doors | | * Electrical Outlets | | * Elevator | | * Floorboards | | |  | | --- | | * 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** | |  | | --- | | * Control Panel | | * Heating/Cooling Detectors | | * Illuminating Exit Signs | | * Overhead PA System | | * Pull Stations | | |  | | --- | | * Security System | | * Smoke Detectors | | * Sprinkler Heads | | * Sprinkler Piping | | * Strobe Lighting Devices | |
| **Describe Damage to Alarm & Fire Suppression Systems:** | | |

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| **Mechanical Equipment** | |  | | --- | | * Boilers | | * Elevator Equipment | | * Furnaces | | * Gas Pipes | | * Generators | | |  | | --- | | * Hot Water Tanks | | * HVAC Systems | | * Sewer Pipes | | * Sump Pumps | | * Water Pipes | |
| **Describe Damage to Mechanical Equipment:** | | |

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| **Office Supplies & Furniture** | |  | | --- | | * Chairs | | * Coffee Machine | | * Computers | | * Copy Machines | | * Desks | | * Dryer | | * Entertainment Equipment | | * Fax Machine | | | |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | | |  | | --- | | * Filing Cabinets | | * Freezer | | * Microwave Ovens | | * Paper | | * Paper Shredders | | * Refrigerator | | * Shelving | | * Washing Machine | | | |
| **Describe Damage to Office Supplies & Furniture:** | | | | |
| **Clinical Supplies & Equipment** | | |  | | --- | | * AED Machine | | * Autoclave | | * Blood Pressure Machine | | * Diagnostic Imaging Equipment | | * EKG/EEG Machine | | * Exam Chairs/Tables | | * Eye Charts | | * Laboratory Equipment | | * Medical Supplies | | * Medication Refrigerator | | | |  | | --- | | * Medications | | * Microscope | | * Needles/Syringes/Scalpels | | * Orthopedic Supplies | | * Personal Protective Equipment (PPE) | | * Physical Therapy Equipment | | * Scales | | * Scopes | | * Ultrasound | | * Workstation on Wheels | |
| **Describe Damage to Clinical Supplies & Equipment:** | | | | |

**List any additional damaged items:**

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**List any missing items:**

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