

CONSTRUCTION COMPLETION CHECKLIST

This checklist is a guide and not intended to be a substitute for MN Rules.

Requirement	OK
1. Paving and Landscaping	
a. Paving (including hard-surface paving from exits to public way)	
b. Landscaping (i.e. sodding/seeding) complete	
2. All doors and door hardware installed	
3. All millwork and hardware installed	
4. Ceilings and wall finishes complete	
5. All floor coverings installed	
6. All handrails installed	
7. All handicapped grab bars installed	
8. All windows and screens installed	
9. Interior finishes – flame spread rating information *	
10. Exit, smoke and corridor doors and door hardware installed	
11. Fire alarm connected to local fire department *	
12. All plumbing fixtures installed and operational	
a. Lavatories	
b. Water Closets	
c. Utility room lavatories/service sinks	
d. Piping and equipment disinfected *	
13. Ventilation system installed, tested and operational	
a. Supply ducts and diffusers	
b. Return and exhaust ducts and diffusers	
c. Air Handling Equipment and filters	
d. Balancing Report *	
e. Duct Smoke Detectors *	
14. Heating system installed, tested and operational	
a. Boilers(s)	
b. Pumps	
c. Distribution piping and baseboard units	
d. Thermostats	
15. Electrical system installed, tested and operational	
a. Light fixtures in all rooms, corridors, at bed	
b. Nurse Call System (with facility approval) *	
c. Elevators (controls, key box)	
d. Telephones	
e. Communication System	
f. Emergency Electrical System	
g. Exit Lighting	

Requirement	OK
h. Emergency Generator *	
i. Smoke Detection System *	
j. Fire Alarm System *	
k. Fire alarm signal to fire department *	
l. Room smoke detectors interconnected, with corridor lights and local annunciation at the nurse station (MSFC)	
16. Automatic sprinkler system installed, tested and operation	
a. Flow Alarm *	
b. Valve Supervision *	
17. Fixed and movable equipment/furnishings installed	
a. Food Service	
b. Dishwasher	
c. Range Hood	
d. Booster Heater	
e. Grease Filters	
f. Autoclave	
g. Clothes washers and dryers	
h. Washer/Sanitizer	
i. Room Furniture	
j. Privacy Curtains	
k. Automatic gas shutoff valve *	
l. Range hood fire extinguishment system *	
m. Fire Extinguishers *	
n. Flammability Info (window treatments) *	
18. All inspections and clearances complete (state and local)	
a. Building Official *	
b. Plumbing Inspector *	
c. Electrical Inspector *	
d. Elevator Inspector *	
e. State Fire Marshal *	
19. All tests and certification complete	
a. Plumbing System (backflow preventers) *	
b. Radiation Protection *	
c. Medical Gas System (NFPA 99) *	
d. Bio-med Electrical Systems (NFPA 99) * Receptacles, grounding, critical care areas	
e. Automatic Sprinkler System (NFPA 13) *	
f. Smoke/Fire Dampers *	
g. Emergency Power and Lighting System *	
h. 3 rd party testing of penetrations through protected walls *	