Clearance Report Review Worksheet

The use of this form is optional. It can be used at the completion of an interim controls or standard treatments job to document that clearance was achieved and the clearance report is complete.

Property Address:_____ Date:_____

Name of Reviewer:_____ Title:_____

Question	Yes	No	Notes
The clearance exam report from the clearance examiner must include items number 1 though 6.			
1. Property address and specific unit or common areas identified.			
2. Name, address, signature and certification number of each person involved in the clearance examinations.			
3. Name and identification number of each laboratory conducting an analysis.			
4. Dates of clearance examination.			
5. Results of visual assessment for the presence of deteriorated paint and visible dust, debris, residue or paint chips.			
6. Results of the analysis of dust samples in micrograms square feet (µg ft²) by location of sample.			
The report must also include information on lead hazard reduction (Items 7-11). The jurisdiction may have to add this information to the report themselves or request it from the contractor if it is not included in the original clearance exam report.			
7. Name and address of each firm and supervisor involved in the lead-hazard reduction activity.			
8. Start and completion date of lead hazard reduction activity.			
9. Detailed written description of the lead hazard reduction activity including the methods used.			
10. Locations of exterior surfaces, interior rooms, common areas and/or components where the hazard reduction activity occurred.			
11. Any suggested monitoring requirements.			
Evaluate the results of the report.			
12. Did the unit pass? If a clearance report shows that the lead levels found in the tested areas of the unit are lower than the HUD thresholds, then the unit passes. If yes, the review is completed. If no, additional clearance results are needed to complete this review.			

Other Notes: