Biennial Inspections

Per 24 CFR 982.405, HUD requires that PHAs inspect each unit at least biennially (or triennially for some small rural PHAs). However, PHAs may choose to inspect more frequently (annually). PHAs will outline their inspection policy and procedures in their PHA Administrative Plan. Landlords may want to review HUD’s list of Frequently Asked Questions about HQS. Landlords may also want to contact their PHA(s), as they may be able to find useful information such as common HQS non-life-threatening (NLT) and life-threatening deficiencies.

**Housing Quality Standards (HQS) Biennial Inspection Flowchart**

1. PHA schedules inspection.
2. Landlord and tenant receive notification of inspection date and time.
3. Inspector arrives at unit.
4. Is the landlord and/or tenant present?
   - **YES**
     - Inspection takes place and inspector notifies landlord and tenant of results.
     - Are there any deficiencies?
       - **NO**
         - Unit passes inspection.
       - **YES**
         - LIFE-THREATENING DEFICIENCIES
           - Landlord has 24 hours to correct deficiencies.¹
         - NLT DEFICIENCIES
           - Landlord has 30 days to correct deficiencies.¹
       - Are the deficiencies still present?
         - **NO**
           - Unit passes inspection.
         - **YES**
           - LIFE-THREATENING DEFICIENCIES
             - PHA follows its policy on when to terminate HAP² contract for non-compliance with HQS. PHA will not abate HAP.
           - NLT DEFICIENCIES
             - PHA follows its policy on when to abate the HAP contract in accordance with HUD requirements.
   - **NO**
     - Reschedule inspection.
     - Are the landlord and/or tenant present?
       - **YES**
         - Marked as a failed inspection. PHA notifies landlord and tenant of failed inspection.
       - **NO**
         - Re-inspect unit and/or landlord submits evidence of corrected deficiencies through alternative means.³
         - Are the deficiencies still present?
           - **NO**
             - Unit passes inspection.
           - **YES**
             - LIFE-THREATENING DEFICIENCIES
               - PHA follows its policy on when to terminate HAP² contract for non-compliance with HQS. PHA will not abate HAP.
             - NLT DEFICIENCIES
               - PHA follows its policy on when to abate the HAP contract in accordance with HUD requirements.
Endnotes

1 Landlord is responsible for correcting all deficiencies except deficiencies caused by the tenant. All deficiencies must be corrected for the unit to pass HQS inspection. If the tenant fails to correct a tenant-caused deficiency within the PHA timeframe, the PHA may terminate the family’s assistance. Alternatively, if the tenant does not correct a tenant-caused deficiency, the landlord may correct the deficiency and charge the tenant. Additionally, PHAs can approve extensions of the 30 day correction period for NLT deficiencies.

2 Housing Assistance Payment (HAP): is the monthly assistance payment by a PHA, which is defined in 24 CFR 982.4 to include: (1) A payment to the owner for rent to the owner under the family’s lease; and (2) An additional payment to the family if the total assistance payment exceeds the rent to owner.

The HAP contract is the housing assistance payments contract between the owner and the PHA.

3 The PHA may adopt policies that allow landlords to demonstrate corrected deficiencies through alternative means such as by sending photographic evidence of the correction to the PHA. More information is available in PIH Notice 2013-17.