Environment Self-Help Checklist



- [ ] 1. Is the overall environment bright and welcoming
- [ ] 2. Are the premises accessible to all users
- [ ] 3. Are public areas tidy and well maintained
- [ ] 4. Are fire exits and fire extinguishers clearly signed
- [ ] 5. Is the First Aid station clearly signed
- [ ] 6. Are there private areas for meeting with clients
- [ ] 7. Are resources and services clearly labelled
- [ ] 8. Are they well organized and easy to access
- [ ] 9. Is there adequate work space for client's use
- [ ] 10. Is there adequate space for group work
- [ ] 11. Is furniture attractive, comfortable and appropriate
- [ ] 12. Is lighting adequate and without glare
- [ ] 13. Are heating temperatures appropriate for the time of year
- [ ] 14. Is there adequate ventilation

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