Paratransit Vehicle Inspection Guide

Date: ____________  Operator: ___________________________  Unit#: __________

Pre-Trip Inspection:

Exterior:
- [ ] Check for proper tire inflation or tire damage
- [ ] Check for body damage
- [ ] Check exterior lighting for proper function. Check lenses for cracks/ clarity
  (All lighting to include high/low beam, turn signals, four way flashers, reverse and brake lights)
- [ ] Check window glass for cracks/chips or obscured visibility

Interior:
- Wheelchair Securement System
  - [ ] Check to assure all necessary straps are present, including a spare set
  - [ ] Check straps for damage, wear, dirt, debris and contamination
  - [ ] Check ratchet straps for proper operation (self-adjusting or manual)
  - [ ] Check hooks and buckles for cracks, unusual bends and rust
  - [ ] Check vehicle securement tracks for debris, damage or rust

Equipment
- [ ] Proper securement of loose/spare equipment (oxygen, spare wheelchair)
- [ ] Safety equipment (first aid kit, traffic vest, cones, flares, fire extinguisher, etc.)
- [ ] Passenger comfort items (umbrella, poncho, blankets, etc.)

Lift System:

Follow manufacturers recommended procedures
- [ ] Check for damaged, misaligned or worn parts and hydraulic leaks
- [ ] Check door securement devices
- [ ] Check controller buttons and cables
Operate lift (one complete cycle minimum) checking for smooth operation and speed
☐ Check lift lighting
☐ Traffic cones present to mark outside corners of lift deployment
☐ Check the roll stop plate for proper platform angle to ground
☐ Check for manual hand pump handle
☐ Check hand pump valve to assure it is properly closed

**Manual Ramp:**
☐ Check ramp for damage and proper stowage
☐ Traffic cones present to mark outside corners of ramp deployment
☐ Check for ease of operation
☐ Check proper angle to the ground
☐ Check ramp surface (free from dirt and debris)
☐ Return ramp to stowed position (note excess noise or grinding)

Please note any deficiencies in the space below