



Policy Type (Clinical /Administrative/ Employment)	Admin
Reviewed by	Andrew Carson
Date last reviewed	June 2022
Next review	June 2024

	Yes	No
1. Is there any car parking on site or in the vicinity?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Is there any designated parking for Disabled Parking Badge Holders?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
(a) Does it comply with the standard size and layout (see Appendix A)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
(b) How far is the designated parking from the main entrance (approx.)? Should be no more than 50m	15 m	
(c) What is the surface of the car park (gravel, tarmac etc)?	TARMAC	
(d) Is the car park well lit?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Is there a bus stop in the vicinity (within 50m)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Is the route to the main entrance clearly signed?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
(a) Is the route suitable for wheelchair users?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
(b) Are there dropped kerbs where necessary?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
(c) Is this route suitably lit?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Is the main entrance level, ramped or stepped (see Appendix A1)?	<input type="checkbox"/>	<input type="checkbox"/>
(a) If stepped are there handrails on both sides?	<input type="checkbox"/>	<input type="checkbox"/>
(b) Are the nosings colour contrasted?	<input type="checkbox"/>	<input type="checkbox"/>
(c) Is there a tactile warning strip at the top?	<input type="checkbox"/>	<input type="checkbox"/>
(d) What is the rise of the steps?	/	
(e) What is the going of the steps?		
(f) How many steps in a flight?		
(g) Is there a ramp alongside the steps?	<input type="checkbox"/>	<input type="checkbox"/>
(h) What is the gradient of the ramp?	/	
(i) What is the length of the ramp?		
(j) Is there a level platform at the top of the ramp	<input type="checkbox"/>	<input type="checkbox"/>
6. Is the entrance door automatic or manual?	AUTOMATIC	
7. Does at least one leaf give a minimum clear opening width of 800mm?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

LEVEL

	Yes	No
8. Is the door furniture at a reasonable height (1400mm from ground level and colour contrasted from the frame)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
(a) If there is a doorbell or entry system, is it at a reasonable height (1200mm from ground level)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
(b) Is the entrance mat of firm texture and flush with the floor?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
(c) Is there a vision panel at wheelchair level?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9. Is at least part of the reception desk at a wheelchair accessible height?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
(a) Is there a hearing induction loop or other amplifying device fitted in reception?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
(b) Is there any seating in the waiting area?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
(c) If yes, is there a mix of seats with arms and seats without arms?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
(d) Is there space for a wheelchair user to wait?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10. Is all the ground floor accessible?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11. Is there a lift in the building?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
What type of lift?	(Please tick)	
(a) a full passenger lift?	<input checked="" type="checkbox"/>	
(b) If a passenger lift does it comply with Part M (see Appendix B)	<input checked="" type="checkbox"/>	
(c) a platform stairlift?	<input type="checkbox"/>	
(d) a platform lift?	<input type="checkbox"/>	
12. Is the staircase suitable for ambulant disabled people (see Appendix C)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
(a) What is the rise of each step?	170 mm	
(b) What is the going of each step?	270 mm	
(c) Are the nosing of each step colour contrasted	<input checked="" type="checkbox"/>	<input type="checkbox"/>
(d) How many steps in each flight?	9	
(e) Are there any intermediate landings?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
(f) Are the handrails continuous on both sides?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
(g) Do the handrails extend 300mm past the top and bottom steps?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
13. Do all internal doors give a minimum clear opening width of 750mm?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
14. Is the door furniture at a reasonable height?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
(a) Is there a vision panel at a wheelchair height?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

	Yes	No
15. Are there any internal ramps in the building?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(a) If yes what are the gradients?	/	
(b) What are the lengths of the ramps?	/	
(c) Are handrails on the ramps	<input type="checkbox"/>	<input type="checkbox"/>
16. Is there a wheelchair accessible WC cubicle?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
(a) Does it comply with the minimum dimensions of 2000mm x 1500mm?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
(b) Does it comply with the dimensions in BS 8300 2200mm x 1500mm	<input checked="" type="checkbox"/>	<input type="checkbox"/>
(c) Are the grab-rails colour contrasted from the background?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
(d) Are the hand washing and drying facilities within easy reach of anyone sitting on the WC?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
(e) Is there an emergency pull-cord that reaches down to the floor?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
17. Is there a textphone in the building?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
18. Is there a public telephone?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(a) Is it at a reasonable height for wheelchair users (car or coin slot 1200mm from floor level)?	<input type="checkbox"/>	<input type="checkbox"/>
(b) Does it have an acoustic hood?	<input type="checkbox"/>	<input type="checkbox"/>
19. Is the main hall fitted with a hearing induction loop?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
20. If kitchen facilities are available are they at a wheelchair accessible height?	<input type="checkbox"/>	<input type="checkbox"/>

The above is in line with guidance and regulations as set out in 'The Building Regulations 1999 & 2010'

Additional Comments:

Hearing induction loop is by reception desk only.

Downstairs handrail does not extend 300mm, extends approx 120mm.

Clients/Patients can use reception phone for free if required.

Audit Carried out by: Andrew Carson & David Polkey

