



HSE Mental Health Services

Self-Assessment Physical Environment Checklist

Appendix 4

(Refer to: Theme 2 Effective Care & Support, Aim 5, Indicator 5.1)

Name of Centre / Service:	
Date of Self-Assessment:	
Name of person(s) carrying out the Self-Assessment:	
Signature (s) of person(s) carrying out the Self-Assessment:	

Environmental Check-list

This check-list supports staff to self-assess against Aim 5. Those carrying out the self-assessment can use this check-list to help them to determine if Indicator 5.1, in particular, of that standard is being met.

Indicator 5.1

The premises and facilities (of the mental health service) comply with relevant legislative requirements.

Evidence that indicator is being met	Yes	No	N/A	Comment
1. Rooms are ventilated.				
2. Temperature: There is suitable and sufficient heating with a minimum temperature of 18 °C (65°F) in bedroom areas and 21°C (70°F) in day areas and in bedrooms where service users reside during the day.				
3. Noise levels/acoustics: Private and communal areas are suitably sized and furnished to remove excessive noise/acoustics.				
4. The lighting in communal rooms suits the needs of service users and staff.				
5. The lighting is sufficiently bright and positioned to facilitate reading and other activities.				
6. Appropriate signage and sensory aids are provided to support service user's orientation needs.				
7. Service users have access to personal space.				
8. There are appropriately sized communal rooms, including waiting rooms.				
9. There is an appropriate child friendly visiting area.				

Evidence that indicator is being met	Yes	No	N/A	Comment
10. There are indoor and outdoor recreational spaces (which are not overlooked).				
11. In CAMHS services children and young adults have access to play areas.				
12. The service provides accommodation for each service user to ensure their comfort and privacy, and meets the assessed needs of the service user.				
13. Sufficient spaces are provided for service users to move about, including outdoor spaces.				
14. There is a designated dining area with sufficient space to cater for the service setting population.				
15. Hazards, including large open spaces, steps and stairs, slippery floors, hard and sharp edges, hard or rough surfaces are minimised in the service.				
16. There is an an environmental assessment of ligature points with appropriate control measures.				
17. Overnight facilities are available for family members (where required and appropriate).				
18. Appropriate security arrangements are in place to avoid unauthorised access.				
19. If children are cared for in an adult service, there are appropriate safeguards in place.				
20. Single room accommodation is available as required.				

Evidence that indicator is being met	Yes	No	N/A	Comment
21. Regarding the seclusion facility (if in use): <ul style="list-style-type: none"> • all furniture and fittings are safe in design and construction, • the facility is adequately heated and ventilated, has toilet and washing facilities and is clean and furnished, • the facility is located away from the approved centre high-footfall or communal areas, • the facility has no blind spot areas within (i.e. It can be viewed fully from externally to reduce risk). 				
22. Bedrooms are not used as seclusion areas.				
23. The centre/service is kept in a good state of repair externally and internally.				
24. Records demonstrate that there is a programme of <ul style="list-style-type: none"> • general maintenance, • decorative maintenance, • cleaning, decontamination, and repair of assistive equipment. 				
25. Necessary maintenance is carried out in a timely manner.				
26. The service is clean, hygienic and free from offensive odours.				
27. Rooms are centrally heated with pipe work and radiators guarded or guaranteed to have surface temperatures no higher than 43°C.				
28. Heating can be safely controlled in the service user's own room, in compliance with health and safety guidance and Building Regulations.				
29. There is a designated space for education which can accommodate all children in the service (children's services only).				
30. There is a sufficient number of toilets and showers/baths/assisted baths for service users.				
31. Toilets are accessible and clearly marked.				

Evidence that indicator is being met	Yes	No	N/A	Comment
32. Separate toilets and washing facilities are in place for males and females.				
33. There is appropriate access to the internet.				
34. Toilets are within reasonably close proximity to day and dining areas.				
35. Sleeping areas are arranged into separate male and female zones.				
36. Toilet facilities that are wheelchair accessible are identified for use by service users and visitors who require such facilities.				
37. There is at least one assisted toilet per floor.				
38. The service has a designated sluice room, as appropriate.				
39. The service has a designated cleaning room, as appropriate.				
40. The service has a designated laundry room, as appropriate.				
41. The service has appropriately sized lifts, where applicable.				
42. The service has dedicated therapy/examination rooms, as appropriate.				
43. All bedrooms are appropriately sized to address the service user's needs.				
44. All bedrooms are personalised to the service users' requirements.				
45. All service user's bedrooms are equipped to facilitate the service user to manage their own property and possessions.				

Evidence that indicator is being met	Yes	No	N/A	Comment
46. The service provides assisted devices and/or equipment available to address service user needs.				
47. The service provides suitable furnishings to support service user independence and comfort.				
48. Where substantial changes are required to the service premises, this is appropriately assessed for possible impact to the current service users and staff prior to implementation. The Mental Health Commission is informed prior to the commencement of works.				
49. Remote or isolated areas of the service are monitored.				
50. Back-up power is available to the service.				

