

## Outside In Facility Pest Check

Housing Staff complete Pest Checks prior to move-in and at move-out for each housing unit and if a unit is flagged for monthly pest checks.

<b>Unit #:</b>	<b>Date of Pest Check:</b>	<b>Staff Completing:</b>
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### **PEST CHECK STANDARDS:**

To AVOID bed bug transfer:

- do not wear loose fitting clothing such as sweatshirts or jackets while inspecting
- try not to lean over top of furniture; maintain minimal body contact with furniture
- visually inspect your clothing after inspecting a room or bed

Use a FLASHLIGHT for all bed bug inspections. In all areas, you are looking for very small, brownish bugs, often clustered together ("nested") in small spaces. You are also looking for tiny dark spots (these are the droppings), as well as clear-colored shedded skins.

### **CHECKLIST:**

\_\_\_\_1) Inspect mattress and bed frame for bed bugs and signs of bed bugs.

- \_\_\_\_a) if the mattress has a removable cover, look all over the cover, including all zippers, seams, and the bottom of the cover
- \_\_\_\_b) remove the cover
- \_\_\_\_c) inspect the entire mattress, including all seams
- \_\_\_\_d) remove the mattress from the frame
- \_\_\_\_e) check the plywood bed platform

\_\_\_\_2) Check other wood furniture (night stand, dresser, desk, chair) for bed bugs and signs of bed bugs. Look in ALL crevices where wood meets wood. (Bed bugs can squeeze into tiny spaces.)

\_\_\_\_3) Check around the base strip (between carpet and wall).

### **RESULT OF CHECK:**

Found any bed bugs or signs of bed bugs?

\_\_\_\_NO    \_\_\_\_YES

If YES,

- \_\_\_\_\_a) Use packing tape to cover any bed bug nests.  
This will stop the bugs from getting out.
  
- \_\_\_\_\_b) Notify the Support Services Director and the Housing Program Coordinator immediately.
  
- \_\_\_\_\_c) Do not move any clothing or bedding out of the room until it has been washed (in hot water if possible) and dried on hot.