

Paratransit Vehicle Inspection Guide

Date: _____ Operator: _____ Unit #: _____

Pre-Trip Inspection

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.)

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

Lift System:

Follow the manufacturer's recommended procedures

- Check for damage, 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 ground
- Check ramp surface (free from dirt and debris)
- Return ramp to stowed position (note excess noise or grinding)

Please note any deficiencies:

DISCLAIMER: This is a sample guideline furnished to you by VFIS. Your organization should review this guideline and make the necessary modifications to meet your organization's needs. The intent of this guideline is to assist you in reducing exposure to the risk of injury, harm, or damage to personnel, property, and the general public. For additional information on this topic, contact your VFIS Risk Control Representative at (800) 233-1957.