



**STATE OF MONTANA**  
**Food & Consumer Safety Section**  
**Department of Public Health & Human Services**

Date \_\_\_\_\_

**Public Accommodation Establishment Inspection Report**

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Facility Name \_\_\_\_\_ Owner \_\_\_\_\_ Manager \_\_\_\_\_  
 Location Address \_\_\_\_\_ City \_\_\_\_\_ County \_\_\_\_\_  
 Phone \_\_\_\_\_ # of Rms/Units \_\_\_\_\_ Room Numbers Inspected \_\_\_\_\_  
 License \_\_\_\_\_ Inspection Purpose: Regular Follow-up Complaint Illness Investigation Pre-opening Other

Item	Requirement from ARM Title 37, Chapter 111, subchapter 1 for hotels, motels, tourist homes, boarding homes & hostels.	IN	OUT	Not Observed	N/A
1	<b>License</b> current, all fees paid. Health authority allowed access.				
2	<b>Plans</b> reviewed & approved for new construction, remodeling or conversion.				
3	<b>Registration</b> of overnight guests with name, contact info, and sleeping unit. Kept $\geq 1$ yr.				
4	<b>Wastewater</b> system functioning, no hazards, no surfacing, no contamination of state waters.				
5	Wastewater system extension, alteration, replacement or repair in compliance with DEQ & Local regulations.				
6	<b>Water</b> supply adequate & potable. Following restrictions if on health advisory or boil order.				
7	Nonpublic (NPWS) meets FCS Circular 1-2012 if constructed after May 25, 2012, or if modified, or if problems noted.				
8	NPWS: coliform sampled 2X/yr Apr-Jun & Sept-Oct, or as directed. Nitrate sampled every 3 yrs. Coliform sample date _____ Results _____ Nitrate date _____ Results _____				
9	Water test results sent to local health authority within 5 days. Test results kept $\geq 5$ yrs.				
10	Nonpotable water marked as needed, no connection to potable water, no public health risk.				
11	<b>Ice</b> from licensed approved supplier or establishment's water meeting subchapter 1.				
12	Ice made, stored, transported & served in sanitary manner.				
13	Ice served with automatic dispenser, or by establishment staff with scoop. Scoop kept clean.				
14	<b>Laundry</b> mechanically washed until clean & hot air tumble dried to $\geq 130^{\circ}\text{F}$ for $\geq 10$ min.				
15	Clean & soiled laundry separated in labeled containers. Space for sorting, folding & storage.				
16	Floors & walls that get wet smooth, durable, nonabsorbent & easily cleanable. Ventilation ok.				
17	<b>Handwashing</b> sink accessible as needed. Supplied w/ hand soap, paper towels, trash can.				
18	Hands washed between touching soiled & clean laundry.				
19	Warm water, not scalding, provided to handwashing sinks ( $100^{\circ}\text{F}$ to $120^{\circ}\text{F}$ ).				
20	<b>Janitor sink</b> available & used (unless tourist home w/ approval). Mops air dried.				
21	<b>Storage</b> space adequate for extra bedding, furnishings, cleaning supplies & chemicals.				
22	<b>Cleaners &amp; pesticides</b> used, stored, & disposed according to label instructions.				
23	Cleaning devices for toilets/urinals & tubs/showers separated to prevent contamination.				
24	<b>Ozone air purifiers</b> not used in establishment.				
25	<b>Guest room</b> floors, walls, ceilings, furnishings, & fixtures clean & in good repair. Ventilation ok.				
26	Furnishings movable or mounted for cleaning. Maintenance provided as needed.				
27	Guest rooms cleaned & clean sheets, pillow covers, & washcloths for each new guest or group.				
28	Clean sheets, pillowcases, towels, washcloths provided to each guest at least weekly.				
29	Shared bathrooms cleaned daily.				
30	Bedding, towels, washcloths clean & in good repair. Washable mattress pad used.				
31	All bedding washable or covered w/ duvet. Sheets folded $\geq 6$ inches over blankets.				
32	Tubs/showers anti-slip surface or mats. Bathroom floors/walls smooth, durable, easily cleanable.				
33	Warm water, not scalding, provided to handwashing sinks, showers & tubs ( $100^{\circ}\text{F}$ to $120^{\circ}\text{F}$ ).				
34	<b>Food &amp; drink items</b> provided to guests washed, rinsed, & sanitized ( $100\text{-}200$ ppm Cl-) or single use.				
35	Utensils for food & beverage stored, handled, & dispensed to keep clean.				
36	<b>Food service</b> meets ARM 37.110.2. Retail food service inspection attached.				
37	Food service licensed if serving anyone other than overnight guests.				
38	<b>Lighting</b> $\geq 10$ footcandles in all public areas.				
39	<b>Solid waste</b> removed weekly to licensed facility, or approved alternative frequency. No burning.				
40	Containers rodent-proof, stable, on stand if metal. Covered when not used. No nuisance or flies.				
41	<b>Swimming pools/spas</b> licensed per ARM Title 37 Chapter 115.				

Report Received By \_\_\_\_\_ Title \_\_\_\_\_  
 Report Received By Printed Name \_\_\_\_\_  
 Inspector \_\_\_\_\_ Phone \_\_\_\_\_ Follow-up inspection required: Yes / No  
 Inspector Printed name \_\_\_\_\_