

NEMT Daily Vehicle Inspection Checklist

Required before first trip of the day. Applies to all modified vehicles and vehicles transporting 5+ passengers.

Source: Ohio OAC 5123-9-18 (Rev. 01/2022) + Virginia DMAS Vehicle Requirements.

DATE OF SERVICE	VEHICLE NUMBER / ID	DRIVER NAME	ODOMETER READING	SHIFT START TIME
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SECTION 1 — EXTERIOR SAFETY (Ohio OAC Mandated)

- PASS** **FAIL** **Lights:** All lights operational — headlights, taillights, brake lights, turn signals, hazard flashers
- PASS** **FAIL** **Windshield:** Free of cracks in driver sight line; clear of snow, ice, and debris
- PASS** **FAIL** **Wipers & Washers:** Blades functional; washer fluid filled and operational
- PASS** **FAIL** **Mirrors:** Both exterior mirrors present, clean, properly adjusted, no cracks
- PASS** **FAIL** **Horn:** Functional and audible
- PASS** **FAIL** **Tires:** Properly inflated; adequate tread depth; no visible damage, bulges, or exposed cords
- PASS** **FAIL** **Brakes:** Proper operation; no unusual pulling or grinding; parking brake functional

SECTION 2 — REQUIRED SAFETY EQUIPMENT (Ohio OAC + DMAS)

- PASS** **FAIL** **First Aid Kit:** Present; all 13 required items unexpired (bandages, antiseptic wipes, gauze, eye pad, gloves, scissors, eyewash, cold pack, etc.)
- PASS** **FAIL** **Fire Extinguisher:** Class A-B-C; present and secured near driver; pressure gauge green; current annual inspection tag
- PASS** **FAIL** **Two-Way Communication:** Cell phone or radio functional and charged; dispatch reachable
- PASS** **FAIL** **Secure Storage:** No unsecured items, loose equipment, or debris in passenger compartment

SECTION 3 — INTERIOR & PASSENGER SYSTEMS

- PASS** **FAIL** **Seat Belts:** All belts functional, not frayed; stored off the floor; extensions present (min 1 for newer, 2 for older vehicles)
- PASS** **FAIL** **Seat Belt Cutter:** Present and within easy reach of driver
- PASS** **FAIL** **HVAC:** Air conditioning functional (capable of 68°F at rear); heating functional (capable of 74°F at rear)
- PASS** **FAIL** **Interior Mirror:** Passenger compartment monitoring mirror present and properly positioned
- PASS** **FAIL** **Interior Cleanliness:** No torn upholstery; no trash, oil, or odors; no sharp protruding edges or damaged seats

SECTION 4 — WAV / WHEELCHAIR EQUIPMENT (WAV Vehicles Only)

- PASS** **FAIL** **Wheelchair Lift / Ramp:** One full cycle test — smooth operation; no unusual noises; interlock prevents movement while deployed; manual backup tested
- PASS** **FAIL** **Securement Straps:** All four tiedown straps present per wheelchair position; ratchets lock properly; no fraying or damage

SECTION 5 — DOCUMENTATION & COMPLIANCE

- PASS** **FAIL** **GPS / Maps:** GPS device functional; current paper maps as backup if required by state
- PASS** **FAIL** **Vehicle Packet:** Current registration, insurance card (not expired), incident/accident forms present; NO SMOKING and SEAT BELT REQUIRED signs visible

DEFICIENCIES NOTED / CORRECTIVE ACTIONS TAKEN:
Describe any FAIL items and corrective action taken before placing vehicle in service...

DATE PROBLEMS FIXED	SUPERVISOR NOTIFIED (IF FAIL)	RE-INSPECTION DATE
DRIVER SIGNATURE	DRIVER PRINTED NAME	SUPERVISOR SIGNATURE