

Deferred Service Table

Attachment #24

Health & Safety Issue	Action/Allowability	Testing	Client Education	Training
Biological and Unsanitary Conditions - odors, mustiness, bacteria, viruses, raw sewage, rotting wood, animal feces etc.	<p>Deferral may be necessary in cases where a known agent is present in the home that may create a serious risk to occupants or weatherization workers.</p> <p>Also see Mold and Moisture guidance.</p>	Sensory inspection.	Inform client of observed conditions. Provide information on how to maintain a sanitary home and steps to correct deferral conditions.	How to recognize conditions and when to defer. Worker safety when coming in contact these conditions.
Building Structure and Roofing	<p>Building rehabilitation is beyond the scope of the Weatherization Assistance Program. Homes with conditions that require more than incidental repair should be deferred.</p> <p>See Mold and Moisture guidance.</p>	Visual inspection. Ensure that access to areas necessary for weatherization is safe for entry and performance of assessment, work, and inspection.	Notify client of structurally compromised areas.	How to identify structural and roofing issues.
Code Compliance	<p>An allowable cost where weatherization measures are being installed. State and local (or authority having jurisdiction) codes must be followed while installing weatherization measures. Condemned properties and properties where “red tagged” health and safety conditions exist that cannot be corrected under this guidance shall be deferred.</p>	Visual inspection. Local code enforcement inspections.	Inform client of observed code compliance issues.	How to determine what code compliance may be required.
Electrical, other than Knob-and-Tube Wiring	<p>Minor electrical repairs are allowed where health or safety of the occupant is at risk. Upgrades and repairs are allowed when necessary to perform specific weatherization measures.</p>	Visual inspection. Voltage drop testing is allowed.	Provide information on overloading circuits, electrical safety/risks.	How to identify electrical hazards. Local code compliance.
Fire Hazards	<p>Correction of fire hazards is allowed when necessary to safely perform weatherization. A substantial fire hazard like excessive clutter is cause for deferral.</p>	Check for fire hazards in the home during the audit and while performing weatherization.	Inform client of observed hazards.	How to identify fire hazards.

Deferred Service Table

Attachment #24

Health & Safety Issue	Action/Allowability	Testing	Client Education	Training
Formaldehyde, Volatile Organic Compounds (VOCs), and other Air Pollutants	Removal of pollutants from <u>work area</u> is allowed and required if they pose a risk to workers. If pollutants pose a risk to workers and removal cannot be performed or is not allowed by the client, the unit must be deferred.	Sensory inspection.	Inform client of observed condition and associated risks. Provide client written materials on safety and proper disposal of household pollutants.	How to recognize potential hazards and when removal is necessary.
Asbestos - on pipes, furnaces, other small covered surfaces	Assume asbestos is present in covering materials. Encapsulation is allowed by an AHERA asbestos control professional and should be conducted prior to blower door testing. Removal may be allowed by an AHERA asbestos control professional on a case by case basis.	AHERA testing is allowed by a certified tester.	Clients should be instructed not to disturb suspected asbestos containing material. Provide asbestos safety information to the client.	AHERA course for testing and asbestos control professional training for abatement. How to identify asbestos containing materials.
Asbestos - in vermiculite	When vermiculite is present take precautionary measures as if it contains asbestos, such as not using blower door tests and utilizing personal air monitoring while in attics. Where blower door tests are performed, it is a best practice to perform pressurization instead of depressurization. Encapsulation by an appropriately trained asbestos control professional is allowed. Removal is not allowed	Assess whether vermiculite is present. Asbestos Hazard Emergency Response Act of 1986 (AHERA) certified prescriptive sampling is allowed by a certified tester.	Clients should be instructed not to disturb suspected asbestos containing material. Provide asbestos safety information to the client. Formally notify client if test results are positive for asbestos and signed by the client.	Audit training on how to recognize vermiculite. AHERA course for testing. AHERA or other appropriately trained or certified asbestos control professional training for encapsulation.
Occupant Preexisting or Potential Health Conditions	When a client's health condition could be impacted by the work activities the occupant at risk will be required to take appropriate action based on severity of risk. Failure or the inability to take appropriate actions must result in deferral. ie: dust allergies and the client will not take appropriate action during cellulose insulation install.	Require occupant to reveal known or suspected health concerns as part of initial application for weatherization. Screen occupants again during audit.	Provide client information of any known risks. Provide worker contact information so client can inform of any issues	How to assess occupant preexisting conditions and determining what action to take if the home is not deferred. Awareness of potential hazards.

Deferred Service Table

Attachment #24

Health & Safety Issue	Action/Allowability	Testing	Client Education	Training
Pests	Pest removal is allowed only when a minor nuisance not an infestation. Infestation of pests is cause for deferral where it can not be reasonably removed or poses health and safety concerns for workers. Screening of points of access is allowed to prevent intrusion.	Assessment of presence and degree of infestation and risk to worker.	Inform client of observed condition and associated risks.	How to assess presence and degree of infestation, associated risks, and need for deferral.
Mold and Moisture	Limited repairs that are for source control and correction of moisture and mold creating conditions are allowed in order to weatherize the home and to ensure the long term stability and durability of the measures. Where severe Mold and Moisture issues cannot be addressed, deferral is required.	Visual assessment is required and diagnostics such as moisture meters are recommended pre and prior to final inspection. Mold testing is not an allowable cost.	Provide client notification and disclaimer on mold and moisture awareness.	National curriculum on mold and moisture or equivalent.
Drainage - gutters, down spouts, extensions, flashing, sump pumps, landscape, etc.	Major drainage issues are beyond the scope of the Weatherization Assistance Program. Homes with conditions that may create a serious health concern that require more than incidental repair should be deferred. See Mold and Moisture.	Visual inspection.	Importance of cleaning and maintaining drainage systems. Information on proper landscape design.	How to recognize drainage issues.
Excessive garbage and clutter build up in and around dwelling	When the condition of the residence is in such a state where weatherization measures can not be installed in manner deferral of service is necessary.	Visual inspection	Inform client of areas that need to be cleared so work can be preformed.	Not Applicable
<u>ANY</u> threat of violence, overt or otherwise. Verbal or physical abuse towards staff or members of the household while staff is present	WX Staff is not to be subjected to threats or abuse in the execution of their jobs. Likewise the staff does not need to be in an environment where this is taking place. Deferral of service is necessary	Not Applicable	Document, Inform client of situation. Signature on Deferral of Service form may not be obtainable in this situation. All WX staff present should witness on form and report to Program Manager immediately.	Not Applicable

Deferred Service Table

Attachment #24

Health & Safety Issue	Action/Allowability	Testing	Client Education	Training
Evidence of the presence and/or use of any illegal/controlled substance in the dwelling.	WX Staff is not to be working in an environment that contains illegal or controlled substances or the activity associated with.	Not Applicable	Document, Inform client of situation. Signature on Deferral of Service form may not be obtainable in this situation. All WX staff present should witness on form and report to Program Manager immediately.	Drug awareness training.
Evidence of drug cultivation and/or distribution or manufacture on the premises.	WX Staff is not to be working in an environment that contains illegal or controlled substances or the activity associated with.	Not Applicable	Document, Inform client of situation. Signature on Deferral of Service form may not be obtainable in this situation. All WX staff present should witness on form and report to Program Manager immediately.	Drug awareness training
Space heaters, stand alone electrical heaters, in ceiling electrical radiant heat.	Repair is not allowed. Removal and installation of other heat sources is recommended. Deferral of service is necessary if removal is not allowed.	Check circuitry to ensure adequate power supply for existing space heating. If system is overloaded a crisis situation should be considered.	Inform client of hazard and collect signed waiver and deferral form if not allowed to remove.	Awareness of guidance.
Space Heaters; unvented combustion appliance	Replacement is required. Removal is required @ time of installation of new system. Deferral is required if removal is not permitted.	Worst case draft testing for combustion appliance zone depressurization is necessary when these systems are identified. If unsafe conditions exist immediate replacement is necessary.	Inform client of hazard and collect signed waiver and deferral form if not allowed to remove. If unsafe condition exists "Red Tagging" of appliance is necessary.	How to perform worst case draft testing and combustion analysis.
Dwelling unit is vacant or is uninhabitable (as described in the federal guidelines)	It is not in the best interest of the WAP program to weatherize vacant or uninhabitable dwelling units and is not permitted.	Not Applicable	Document, Inform applicant and obtain signed deferral form.	Awareness of guidance

Deferred Service Table

Attachment #24

Health & Safety Issue	Action/Allowability	Testing	Client Education	Training
Obvious discrepancies between information client provided on application and conditions observed at dwelling unit to be weatherized.	Fraud, waste, or abuse of the WAP program is not to be tolerated. Misleading or false information provided by the applicant to obtain WX is fraud. If there are clear indications of this deferral is necessary.	Not Applicable	Document, Inform applicant and obtain signed deferral form.	Awareness of guidance
Major remodeling by client	Major remodeling or other significant construction activities that prevent weatherization measures from being installed are cause for deferral.	Not Applicable.	Document, Inform applicant and obtain signed deferral form.	Awareness of guidance
Only minor child (under 18) present or no one home.	Weatherization staff can not be alone in the client home. The client or the authorized representative 18 years or older must be present. Services must be deferred until some one of the appropriate age is present.	Not Applicable	Document, Inform applicant and obtain signed deferral form.	Awareness of guidance
Dwelling Unit is For Sale	It is not in the best interest of the WAP to weatherize homes that the client has clearly demonstrated are for sale. If during the waiting period or prior to materials being installed or funds being expended deferral for a period of 1 year is required.	Not Applicable	Document, Inform applicant and defer services for a period of 1 year.	Awareness of guidance