

# DuPage County Convalescent Center

## Daily Vehicle Self Inspection Form

If OK Check

**For Defects mark with an X explain on back and give Supervisor**

Mileage (No Tenths)

Vehicle No. \_\_\_\_\_

[ [ [ [ [ [ [ [ ] ] ] ] ] ] ] ]

Date: \_\_\_\_\_

GENERAL CONDITION	INTERIOR	EXTERIOR
Fluid Levels _____	Gauges/Warning Indicators _____	Lights _____
Brakes _____	Lights _____	Turning Signals _____
Parking Brake _____	Horn _____	Body damage _____
Noticable leaks _____		Tire Pressure _____
<b>EMERGENCY EQUIPMENT</b>	HVAC _____	Wheels/Rims/Lugs _____
Emergency Road Kit _____	Steering _____	Mirrors _____
Fire Extinguisher _____	Seat Belts / Wheel Chair Restraints _____	Lift Operation _____
Windshield Wipers/Washer _____		
First Aid Kit _____		
BBP (Spill) Kit _____		

**NO DEFECTS** \_\_\_\_\_

**REMARKS ON BACK** \_\_\_\_\_

<p><b>Inspected by:</b></p> <p>Name: _____</p>	<p style="text-align: center;"><b>MAINTENANCE ACTION</b></p> <p>Date: _____</p> <p>Repairs Made by: _____</p>
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**Check tires** for damage, tread depth, tread wear, and inflation pressure. A pressure gauge, tread depth gauge or penny is all that are needed. If penny is used to check tread, insert the penny into the lowest tread groove with the top of Lincoln's head toward the tire. If Lincoln's entire head is exposed, tread depth is less than 2/32 of an inch and is considered worn out. Repeat the test at several places on the tire to find whether wear is even. Uneven wear is a sign of balance or alignment problems. Inspect side-walls for deep cuts, bulges or bubbles. If found, the tire should not be driven on and replaced.

**Check air pressure** if not equipped by mfg. When the tires are cold, before the vehicle is driven. Recommended tire pressure can usually be found on a small sticker on the door frame or inside the glove box lid.