

# Wisconsin Recreational Facilities FACT SHEET



## Lodging Inspection Areas and Key Items Summary

Additional program information is provided at:  
[DATCP Home Hotels and Motels](#), [DATCP Home Tourist Rooming Houses](#)

Inspection Area	Items to have ready	Resource
<b>Paperwork</b>	✓ Copy of the current ATCP 72	<a href="#">Wis. Admin. Code Ch. ATCP 72 Hotel, Motel, and Tourist Rooming Houses</a>
	✓ May be accessed digitally	
	✓ Copy of any department variance approvals	<a href="#">Look Up Drinking Water Data WDNR</a>
	✓ Copy of the current private well water sample report	
	✓ Copy of any action plans that have been required for the facility	
	✓ Copy of the guest register	
<b>Knowledge</b>	✓ Knowledge of the number of guest rooms provided	
	✓ Knowledge of rodents, bed bugs, or other pests and procedures to follow if pests are encountered on the premises	
<b>Potable Water</b>	✓ Ensure hot and cold potable water is available	
	✓ Each commercial ice machine or hose connection is provided with proper backflow prevention – air gap or ASSE 1011 or ASSE 1052 device, respectively	
<b>Wastewater</b>	✓ POWTS access covers are locked or secured	
	✓ All plumbing fixtures discharge to a POWTS or municipal sewer	
<b>Toilet Facilities</b>	✓ Toilet facilities are supplied with soap and disposable towels, linen towels, hand air dryer, or other means of drying hands	
	✓ Showers and bathtubs are provided with a non-slip surface	
	✓ Ability to describe the cleaning and sanitizing procedures for jetted bathtubs that circulate water	
<b>Fire Safety</b>	✓ If provided, fire alarm control panel and systems have been tested annually	
	✓ If provided, fire extinguishers have been tested and serviced annually	



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Inspection Area	Items to have ready	Resource
	<ul style="list-style-type: none"> <li>✓ If provided, exit signs are illuminated and visible</li> <li>✓ If provided, fire doors are kept closed unless held open by a magnet that is interconnected with the fire alarm system</li> <li>✓ All individually keyed units or guest rooms have a carbon monoxide alarm(s) if supplied with a fuel-burning appliance</li> <li>✓ All individually keyed units or guest rooms have a smoke alarm</li> <li>✓ All provided alarms are functional and are not expired</li> </ul>	<a href="#">Wisconsin Legislature: 101.149</a>
<b>General</b>	<ul style="list-style-type: none"> <li>✓ Any provided sheets, pillowslips, towels, or other lines are cleaned between occupancies</li> <li>✓ Blankets, spreads, mattresses, and pillows are to be kept clean</li> <li>✓ Mattresses are nonabsorbent or are provided with a nonabsorbent mattress protector</li> <li>✓ Bunk beds maintained and are provided with a guard on the top bunk</li> <li>✓ Stairs with more than three (3) risers are provided with a handrail</li> <li>✓ Guards are provided on surfaces elevated 30 inches or more above the floor or grade</li> <li>✓ Guard spacing is six (6) inches or less</li> <li>✓ All individually keyed units are key locked from the outside and non-key locking from the inside</li> <li>✓ All windows that can be opened in sleeping rooms are screened</li> <li>✓ The exterior premises and garbage collection area are maintained and free from harborage</li> </ul>	
<b>Food</b>	<ul style="list-style-type: none"> <li>✓ Only prepackaged food may be provided unless a restaurant/retail food license is obtained</li> <li>✓ Reusable food and beverage utensils are sanitized between occupancies or are provided with a sanitization disclaimer; ice buckets are cleaned between occupancies and are also sanitized unless provided with a disposable insert</li> </ul>	

