Effective April 3, 2023, DCHA has returned to completed initial inspections in-person. The Agency is also phasing in annual/biennial and complaint inspections with the goal of conducting 100% of inspections in-person by August 31, 2023.

Frequently Asked Questions

Initial Inspections

Can I opt to continue to have my units inspected virtually?
- No, initial inspections must be completed in-person.

What is the process for scheduling an inspection?
- After the unit is ready for inspection, the landlord/owner should submit a Request for Tenancy Approval (RFTA). After the Housing Programs Team reviews the RFTA for completeness (approximately seven days), the inspection will be scheduled.
- DCHA will contact the landlord/owner by phone, email and/or via the Owner’s Portal to inform them of the time of inspection.
- The owner or representative must be present for initial inspections. Participants are required for annual/biennial inspections.

How long does it take DCHA to schedule an initial inspection?
- Once the RFTA is determined to be complete, inspections are scheduled within three days. Scheduled means the landlord is contacted to set an inspection date.

What communication will I receive on the day of the initial inspection?
- The inspector assigned to the unit will contact the landlord/tenant or designee in the morning to let them know that they are scheduled for that day between 9am and 4pm.

If the inspector does not arrive during the assigned window, who should I contact?
- Please email the agency at inspect@dchousing.org. You may also contact a supervisor:
  
  Ty Gary
tgary@dchousing.org

  Nikki Russell
nrussell@dchousing.org

Issued: April 12, 2023
Annual/Biennial Inspections

Are annual/biennial inspections in-person too?
At this time, annual/biennial inspections will continue to be conducted virtually. The Agency is phasing in annual/biennial and complaint inspections with the goal of conducting 100% of inspections in-person by August 31, 2023.

How will the owner be notified?
Participants are notified via USPS and landlords are notified via the Landlord Portal.

What is the window for inspections?
The window for inspections is from 9am and 4pm.

Who needs to be present?
Tenants are responsible for allowing an inspector into their unit for the annual/biennial inspection. Landlords are also notified of the inspection, so they may coordinate with their tenant and ensure an adult is present for the inspection.

How and when will I receive the inspection results?
Tenants are notified by mail within two business days of the inspection and landlords/owners may access the results in the Landlord Portal.

Will DCHA accept self-certification of repairs?
No, DCHA does not permit self-certification of repairs.

If my unit fails, how long do I have to make the needed repairs?
Units that fail inspection are automatically scheduled for re-inspection 28 days from the date of the first inspection. If the unit is occupied and there are violations that constitute an emergency, an emergency re-inspection is scheduled within 24 to 48 hours.

What are the main items that cause units to fail?
All units must meet the Housing Quality Standards (HQS). Included in the Request for Tenancy Approval is a checklist to prepare landlords for the inspections. Peeling paint, non-working smoke detectors, defective interior or exterior steps, plumbing leaks and infestations are common reasons why units do not pass inspection.

Who do I contact if I need an extension?
To request an extension, please email inspect@dchousing.org.

Issued: April 12, 2023