
Pilot Project to Simplify the Section 8 Annual Inspection Process

The Housing Authority of Clackamas County is testing a proposed permanent change that will simplify the inspection process. The goal of this pilot project is to see if this change will reduce the amount of time we spend returning to re-inspect items that were noted as fail items during the annual inspection. Rather than sending a Housing Authority inspector back to check completion of fail items, the Housing Authority will allow the owner and tenant to jointly self-certify the completion of non-emergency repairs.

Effective November 1, 2011, the pilot project will allow owners and tenants to self-certify that minor repairs listed as fail items have been rectified for annual inspections and quality control inspections. The repairs allowed under self-certification are limited to not more than four minor repairs that do not immediately and seriously jeopardize health and safety. Self certification will **not** apply to initial inspections, only quality control and annual inspections. A notice of self-certification form will be sent to the owner specifying the fail items eligible for self-certification. The owner and the tenant must both sign the form verifying the remedy, and return it to the Housing Authority by the specified date. If the Housing Authority does not receive the completed and signed self-certification of repairs by the due date, the Housing Authority will take an enforcement action and self-certification will no longer be an option.

In determining units qualified for an owner's and tenant's self-certification of completed repairs, the Housing Authority will consider its experience with the owner, tenant and property. The Housing Authority is under no obligation to allow self-certification and may elect to do a re-inspection to verify correction of any Housing Quality Standards deficiencies. The Housing Authority may also elect to do an audit inspection of self-certified repairs or conduct a re-inspection at the tenant's request. If as a result of the audit inspection or re-inspection, the Housing Authority finds the deficiencies have not been corrected, the Housing Authority will take an enforcement action, and self-certification will no longer be an option.

We hope this pilot project proves to streamline the inspection process and provides added convenience to you and your Section 8 participant. If the pilot is successful, we will update the Housing Authority's Administrative Plan to make self-certification a general policy for next fiscal year. If you have any questions, please feel free to contact me at 503-650-3139 or email tonikar@co.clackamas.or.us.

Sincerely,

Toni Karter
Housing Services Manager