



**22 Point Heat Pump Maintenance**

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|----|---|
| 1  | Check / level / adjust thermostat                                 |
| 2  | Wash and check condenser coil                                     |
| 3  | Check / clean contacts at contactor - record voltage at contactor |
| 4  | Check electrical connections                                      |
| 5  | Check capacitor(s) for oil leaks / test performance               |
| 6  | Check furnace filter / offer replacement                          |
| 7  | Check circulating air blower for cleanliness                      |
| 8  | Adjust heating / cooling dampers                                  |
| 9  | Check / clean / test condensate drain / pump                      |
| 10 | Lubricate all moving parts  |
| 11 | Record indoor and outdoor ambient temperatures                    |
| 12 | Measure / record Indoor R.H. / wet bulb reading                   |
| 13 | Check temperature drop across evaporator / adjust blower speed    |
| 14 | Check refrigerant level   |
| 15 | Check for refrigerant leaks at service valves                     |
| 16 | Apply silicone / wax to condenser cabinet                         |
| 17 | Clean around outdoor unit and furnace                             |
| 18 | Check for manufacturer's installation / operating manuals         |
| 19 | Review utility costs / equipment life expectancy with home owner  |
| 20 | Offer replacement batteries for Smoke Detector                    |
| 21 | Check for CO alarm / blue flame certification (CSA 6.19-01)       |
| 22 | Review and document results / recommendations with client         |