







INSPECTION TASK LIST AC & HEAT PUMP

To ensure all our customers receive the highest quality maintenance, your service specialist has completed the following tasks on your heating and air conditioning system per your program choice.

AC & HEAT PUMP TASK LIST	COMFORT 	COMFORT PLUS 	COMFORT PREFERRED 	COMFORT ELITE 
Air Filter Clean	✓	✓	✓	✓
Replace Standard Air Filter	\$9 - \$24	\$9 - \$24	✓	✓
Inspect Air Filter Housing & Air Seal	✓	✓	✓	✓
Inspect Grilles, Registers & Diffusers For Dirt			✓	✓
Inspect Accessible Ductwork For Moisture Accumulation or Biological Growth			✓	✓
Inspect Integrity Of Accessible Ductwork			✓	✓
Ductwork Sealed?			✓	✓
Test Safety Control Operations, Control Sequences & Test Ranges	✓	✓	✓	✓
Test Zoning Controls Modes Of Operation & Bypass Dampers			✓	✓
Test Thermostat Operation	✓	✓	✓	✓
Check & Adjust Thermostat Readings	\$38 - \$68	\$38 - \$68	✓	✓
Test & Inspect Drain Pan Safety Switches	✓	✓	✓	✓
Test & Inspect Unit Safety Switch	✓	✓	✓	✓
Inspect Cabinet, Cabinet Fasteners & Panels			✓	✓
Inspected For Required Clearance Around Cabinet			✓	✓
Inspect Electrical Disconnect Box	✓	✓	✓	✓
Check Equipment Grounding	✓	✓	✓	✓
Measure & Record Line Voltage	✓	✓	✓	✓
Inspect Electrical Connections & Wire	✓	✓	✓	✓
Clean & Tighten Electrical Connections As Needed	\$30 - \$80	\$30 - \$80	✓	✓
Inspect & Test Contactors & Relays	✓	✓	✓	✓
Test Capacitor #1		✓	✓	✓
Test Capacitor #2		✓	✓	✓
Test Capacitor #3		✓	✓	✓
Measure & Record AMP Draw To Blower Motor / Nameplate Data (FLA) As Available	✓	✓	✓	✓
Blower Motor AMPS	✓	✓	✓	✓
Blower Motor Volts	✓	✓	✓	✓
Inspect Fan Belt Tension	✓	✓	✓	✓
Inspect Belt & Pulleys For Wear & Tear	✓	✓	✓	✓
Inspect Fan Blade & Blower Wheel Connection to Blower Motor Shaft	✓	✓	✓	✓
Lubricate Moving Parts As Needed	\$30 - \$60	\$30 - \$60	✓	✓
Measure & Record Amp Draw On Condenser Fan Motor	✓	✓	✓	✓
Condenser Fan Motor Amps	✓	✓	✓	✓



INSPECTION TASK LIST AC & HEAT PUMP - CONT'D

AC & HEAT PUMP TASK LIST	COMFORT 	COMFORT PLUS 	COMFORT PREFERRED 	COMFORT ELITE 
Condenser Fan Motor Volts	✓	✓	✓	✓
Inspect & Clean Condensate Drain & Traps	✓	✓	✓	✓
Inspect Drain Pan & Accessible Drain Line For Biological Growth	✓	✓	✓	✓
Clean Drain Pan	\$60 - \$144	\$60 - \$144	✓	✓
Test Condensate Pump	✓	✓	✓	✓
Provide Condensate Treatment	\$20	\$20	\$20	✓
Inspect Condensate Blowing From Coil Into Cabinet	✓	✓	✓	✓
Measure & Record TD Across Evaporator Coil	✓	✓	✓	✓
Record Indoor Coil Entering Temperature	✓	✓	✓	✓
Record Indoor Leaving Temperature	✓	✓	✓	✓
Inspect Coil Fins	✓	✓	✓	✓
Inspect Accessible Refrigerant Lines For Oil Leaks	✓	✓	✓	✓
Inspect Refrigerant Line Insulation	✓	✓	✓	✓
Measure Pressure Drop Across Coil	✓	✓	✓	✓
Measure & Record System Refrigeration Charge In Cooling When TD Is Out Of Specifications			✓	✓
Inspect Indoor Coil For Dirt Buildup If Accessible	✓	✓	✓	✓
Inspect Outdoor Coil For Dirt Buildup	✓	✓	✓	✓
Record Outdoor Coil Entering Temperature	✓	✓	✓	✓
Record Outdoor Coil Leaving Temperature	✓	✓	✓	✓
Rinse Outdoor Coil	\$37 - \$55	✓	✓	✓
Rinse Outdoor Coil with Approved Detergent	\$112 - \$250	\$112 - \$250	\$112 - \$250	✓
Record Compressor AMPS	✓	✓	✓	✓
Record Compressor Volts	✓	✓	✓	✓
Record Suction PSIG	✓	✓	✓	✓
Record Discharge PSIG	✓	✓	✓	✓
Record Superheat	✓	✓	✓	✓
Heat Pump: Test Reversing Valve	✓	✓	✓	✓
Heat Pump: Measure & Record System Refrigeration Charge In Heating When TD Is Out Of Specifications	✓	✓	✓	✓
Heat Pump: Test Defrost Cycle	✓	✓	✓	✓
Heat Pump: Inspect Outdoor Unit Condensate Drain Ports	✓	✓	✓	✓

*Prices shown above are listed as a range guideline to demonstrate the cost associated with ACCA National Standard Task List Procedures

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