DCA COMPLIANCE REVIEW TIMELINE

Notice of Inspection Send to Partners
(Day 1)

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Pre-Audit Submission
Due by the 4th day after Notice of Inspection
(Day 4)

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Notification of Files for Review
Have all tenant files ready to submit on the first day of your scheduled inspection

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All Tenant Files
Due to DCA by 15th
(Day 14)

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Notification of Units
Units selected for physical inspection sent to Property Manager **and** Inspector on inspection day
(Day 15)

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Property Inspection Day
(Day 15)

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Health and Safety Findings
Cures required to be submitted following Property Inspection
(within 24/48/72 hours)

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Deficiency Findings Letter
Sent to Properties after Property Inspection
(within 14-21 days)

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Cure of Deficiency Findings
Following Property Inspection
(45 days to submit)

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Property Inspection Close-Out
Following the Notice of Inspection
(no more than 120 days)