# Our House, Our Health
## Weekly Planner

Use this planner to help your family follow the Seven Steps every week! Here's how it works:

1. Write your name and your family members' names in the first column.
2. Choose tasks that each person can do from the Seven Steps below.
3. Write the tasks under the days of the week when each person can do them.

RHODE ISLAND DEPARTMENT OF HEALTH

**HEALTHY HOMES AND ENVIRONMENT TEAM**

| NAME | SUNDAY | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY | SATURDAY |
|------|--------|--------|---------|-----------|----------|--------|----------|
|      |        |        |         |           |          |        |          |
|      |        |        |         |           |          |        |          |
|      |        |        |         |           |          |        |          |
|      |        |        |         |           |          |        |          |
|      |        |        |         |           |          |        |          |

NOTE: USE ONLY DRY ERASE MARKERS TO WRITE ON YOUR PLANNER.

# Weekly Tasks: Seven Steps to a Healthy House!

**Be creative! You and your family can:**
- » Use the list to put tasks in your planner
- » Think up new tasks to add
- » Make changes with a dry erase marker anytime

**STEP 1: KEEP IT DRY**
- » Close windows during heavy rain
- » Make sure kitchen and bathroom drains are clean and working

**STEP 2: KEEP IT CLEAN**
- » Change bed sheets
- » Vacuum or sweep floors
- » Clean bathrooms and kitchens
- » Clean pet bedding and litter
- » Dust furniture

**STEP 3: KEEP IT PEST FREE**
- » Store all trash in garbage cans with lids
- » Remove clutter, such as unused boxes and paper

**STEP 4: KEEP IT SAFE**
- » Make sure stairs and walkways are free of clutter
- » Throw away expired food

**STEP 5: KEEP THE AIR MOVING**
- » Run fans in bedrooms and living rooms
- » Open windows and doors while cleaning

**STEP 6: KEEP IT POISON FREE**
- » Make sure tops on all medicines, cleaners, and chemicals are closed. Store them out of reach of small children.

**STEP 7: KEEP IT MAINTAINED**
- » Put trash outside on garbage pickup day
- » Clean up yards, porches, walkways, and driveways

# Treat your house like a friend, and it will take care of you!

Here are more ways to keep your house healthy. You and your family can do these tasks every day, week, month, or year. Just write your goal dates at the top of the chart, and check off tasks as you finish them.

NOTE: USE ONLY DRY ERASE MARKERS TO WRITE ON YOUR PLANNER.

RHODE ISLAND DEPARTMENT OF HEALTH

HEALTHY HOMES AND ENVIRONMENT TEAM

| | EVERY DAY | EVERY WEEK | EVERY MONTH | EVERY 6 MONTHS | EVERY YEAR |
|---|---|---|---|---|---|
| **GOAL DATE »** | | | | | |
| **STEP 1: KEEP IT DRY** | ☐ Turn on the bathroom fan while taking a shower or bath | ☐ Close windows during heavy rain | ☐ Use a clean dehumidifier in the basement | ☐ Make sure outdoor drains let water flow away from the house | ☐ Repair leaky windows and faucets |
| **STEP 2: KEEP IT CLEAN** | ☐ Wash dishes and countertops<br>☐ Put trash in garbage cans | ☐ Change bed sheets<br>☐ Vacuum or sweep floors<br>☐ Clean bathrooms and kitchens<br>☐ Clean pet bedding and litter | ☐ Rake leaves, dirt, and dust away from the house and bag it for garbage pickup<br>☐ Dust furniture and floors | ☐ Put new filters in the vacuum cleaner<br>☐ Clean and wipe out the inside of the refrigerator | ☐ Clean inside cabinets and drawers, under large appliances, or in the attic<br>☐ Donate, recycle, or throw away things you do not use |
| **STEP 3: KEEP IT PEST FREE** | ☐ Clean up food after cooking and eating<br>☐ Keep food in closed containers in the kitchen | ☐ Store all trash in garbage cans with lids<br>☐ Remove clutter, such as unused boxes and paper | ☐ Check and replace traps for pests | ☐ Place traps for pests near walls, in the basement, under sinks, and in cabinets | ☐ Repair holes where pests might get in |
| **STEP 4: KEEP IT SAFE** | ☐ Keep bathroom and kitchen floors dry<br>☐ Keep clutter away from the stove and heaters | ☐ Make sure stairs and walkways are free of clutter<br>☐ Throw away expired food | ☐ Remove leaves, dirt, ice, and snow from walkways<br>☐ Make sure electrical outlets and appliances are working | ☐ Replace light bulbs both inside and outside<br>☐ Ask your local waste site how to safely throw away expired medicines<br>☐ Test and replace batteries on carbon-monoxide and smoke detectors | ☐ Check and repair loose stair railings<br>☐ Update your family's fire escape plan |
| **STEP 5: KEEP THE AIR MOVING** | ☐ Turn on the stove fan while cooking<br>☐ Open windows (in warmer weather) | ☐ Run fans in bedrooms and living rooms<br>☐ Open windows and doors while cleaning | ☐ Clean and dust heating and air conditioning vents | ☐ Trim bushes and trees so they don't block windows or vents outside | ☐ Make sure vents for the dryer, furnace, water heater, and fireplace are working |
| **STEP 6: KEEP IT POISON FREE** | ☐ Use cold tap water for cooking and drinking<br>☐ If you smoke, empty ash trays, and smoke outside | ☐ Store medicines, cleaners, and chemicals out of reach of small children | ☐ Clean up loose paint chips and dust. Spray with water first. | ☐ Ask your local waste site how to safely throw away old paints and other chemicals | ☐ Place locks on outdoor sheds and the garage |
| **STEP 7: KEEP IT MAINTAINED** | ☐ Clean up clutter or messes after eating, working, and playing | ☐ Put trash outside on garbage pickup day | ☐ Clean up the yard, porch, walkway, and driveway<br>☐ Check for signs of pests | ☐ Clean window wells, gutters, and drains<br>☐ Make sure water heaters and furnaces are working | ☐ Check for signs of water damage or mold both inside and outside<br>☐ Check for peeling paint both inside and outside |