Air Source Heat Pump Quality Installation Checklist

The Sponsors of Mass Save® are making the purchase and installation of energy-efficient heat pumps affordable for Massachusetts residents and businesses.

Air source heat pump installations receiving rebates from a Mass Save Sponsor should be completed in accordance with the quality installation checklist below. Be sure to consult the manufacturer's installation manual and local building code for official installation requirements.

Outdoor Unit	☐	Level side-to-side and front-to-back, and on proper base, secure
	☐	Greater than or equal to 12" above ground
	☐	Clearance from obstructions including walls, overhangs and protrusions, etc. (minimum 4″ to rear)
	☐	Protected from roof runoff by gutter, rain cap, gable end or overhang
Line Set	☐	Floor, wall and ceiling penetrations properly sealed
	☐	Visible line sets run through line set covers with transition and termination fittings
	☐	Covered to within a few feet of the outdoor unit, with tape wrapped over insulation ends
	☐	Condensate line installed without dips or traps, away from crawlspaces and walkways
Indoor Unit(s)	☐	Ductless units installed so that the air discharge is no higher than 8' from the floor
	☐	Thermostats installed on interior walls, away from direct sunlight, appliances and drafts
	☐	All ductwork insulated to R8 and sealed (if applicable)
Integrated Control (if applicable)	☐	Installed to provide automatic changeover from heat pump to pre-existing heating system
	☐	If backup heating system is propane, switchover temperature set below 5°F*
	☐	If backup heating system is oil or natural gas, switchover temperature set below 30°F*
Owner Training	☐	Owner manual provided to homeowner or building operator
	☐	Homeowner or building operator taught how to turn system on and off, switch between heating and cooling modes, and adjust set point temperature

*For businesses, the Sponsors of Mass Save recommend a switchover temperature below 30°F regardless of pre-existing heating type.

For more information visit MassSave.com/HeatPump