

Date:

Surveyor Name:

Food Service Tip Sheet
Long-Term Care

Directions: Use this document in preparation for reviewing food services. This does not replace Exhibit 92, Kitchen/Food Service Observation task pathway, or any other checklists required by the State Operations Manual. This tip sheet is support material for new surveyors who do not have a background in food service or sanitation.

Canned and Dry Food Storage Area

#	Item
1.	Food is stored on shelves high enough off the floor to permit cleaning underneath the shelves.
2.	Dry foods, such as flour, beans, etc., are stored in closed and marked bins or containers.
3.	Food storage shelves and containers are clean and free from dust and food residue.
4.	All food packages are closed or sealed shut.
5.	There are no cans dented on the seam or bulging
6.	Foods are placed on shelves in a manner that ensures effective management of stock.
7.	Food is not stored under exposed water or sewer lines.
8.	The area is clean and does not contain trash or empty boxes.
9.	There is evidence of pest control practices.

Non-Food Storage Areas

#	Item
1.	Toxic materials are labeled. Ideally, they are in their original containers.
2.	Food items and cleaning chemicals and other toxic materials are not stored together.
3.	Mops/cleaning equipment are not left standing in dirty water.
4.	The storage area is clean and free from trash and food refuse.

Refrigerator and Freezers

#	Item
1.	Refrigerators are at or below 41°F.
2.	Refrigerators are clean.
3.	Raw food is not stored above cooked foods in the refrigerators.
4.	Freezer temperature is at 0°F.
5.	Freezers are clean.
6.	Food in the freezer is frozen.
7.	Frozen foods do not show evidence of freezer burn.
8.	Opened or leftover food items are dated and labeled.
9.	Foods are well wrapped or packaged to prevent deterioration and contamination from exposure to air.
10.	Food is spaced to permit air circulation.
11.	No outdated or spoiled food is present.

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Food Service Tip Sheet
Long-Term Care

Food Production/Food Serving Areas

#	Item
1.	Everyone working in the kitchen is wearing a hair restraint.
2.	Employees do not smoke or eat in the food preparation area.
3.	Food service staff wash their hands thoroughly after coughing, sneezing, blowing their noses, visiting the restroom, or touching their face, a sore, or bandage.
4.	There is a hand-washing sink in the kitchen. The sink area is clean and it has liquid or powdered soap and disposable towels.
5.	Employees infected with a disease that can be transmitted by food, or who have symptoms (jaundice, diarrhea, etc.) that promote the spread of food-borne pathogens, are appropriately managed by the facility.
6.	Food workers do not touch ready-to-eat foods with their bare hands.
7.	Food preparation equipment (grinders, choppers, mixers, knives, etc.) is cleaned and sanitized between each use.
8.	Cutting boards are sanitized between uses and when going between raw and cooked foods or separate cutting boards are used.
9.	Vegetables and fruits are properly washed before service and preparation.
10.	Final Cooking Temperatures <ul style="list-style-type: none">• Poultry and stuffed foods—165°F• Ground meet, ground fish, and eggs held for service—at least 155°F• Fish and other meats—145°F for 15 seconds• When cooking raw animal foods in the microwave, foods should be rotated and stirred during the cooking process so that all parts of the food are heated to a temperature of at least 165°F and allowed to stand covered for at least 2 minutes after cooking to obtain temperature equilibrium.
11.	Potentially hazardous foods are held at the correct temperature when not being prepared or served (hot foods at or above 135°F, cold foods at or below 41°F).
12.	Steam tables/food warmers are not used to reheat prepared food.
13.	Frozen food is properly thawed, either under cold running water or in the refrigerator.
14.	Food service equipment is clean.
15.	The walls and floors are clean.
16.	All vents and screens are clean.

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Dish and Pot Washing Areas

#	Item
1.	The dishwashing machine reaches the proper temperatures during the wash and rinse cycles. Check the manufacturer’s instructions to determine the appropriate temperatures.
2.	<p>Dishwashing machines use either heat or chemical sanitization methods. The following are specifications according to the U.S. Department of Health and Human Services, Public Health Services, Food and Drug Administration Food Code (or according to manufacturer’s directions) for each method:</p> <p>A. High Temperature Dishwasher (heat sanitization):</p> <ul style="list-style-type: none"> • Wash 150-165°F wash; and • Final Rinse 180°F final rinse (160°F at the rack level or dish surface reflects 180°F at the manifold, which is the area just before the final rinse nozzle where the temperature of the dish machine is measured); • Or 165°F for a stationary rack, single temperature machine. <p>B. Low Temperature Dishwasher (chemical sanitization):</p> <ul style="list-style-type: none"> • Wash 120°F wash; and • Final Rinse 50 ppm (parts per million) hypochlorite (chlorine) on dish surface in final rinse.
3.	<p>Manual Washing and Sanitizing</p> <p>A three-step process is used to manually wash, rinse, and sanitize dishware correctly.</p> <ul style="list-style-type: none"> • The first step is thorough washing using hot water and detergent after removing food particles. • The second is rinsing with hot water to remove all soap residues. • The third step is sanitizing with either hot water or a chemical solution maintained at the correct concentration, based on periodic testing, and for the effective contact time according to manufacturer’s guidelines.
4.	<p>After washing and rinsing, dishes and utensils are sanitized by immersion in either: Hot water (at least 171°F) for 30 seconds; or a chemical sanitizing solution used according to manufacturer’s instructions.</p>
5.	<p>Chemical sanitization requires greater controls than hot water sanitization. If explicit instructions are not provided by the manufacturer, the recommended sanitization concentrations are as follows:</p> <ul style="list-style-type: none"> • Chlorine 50–100 ppm minimum 10-second contact time • Iodine 12.5 ppm minimum 30-second contact time • QAC space (Quaternary) 150–200 ppm concentration and per contact time

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Food Service Tip Sheet
Long-Term Care

#	Item
6.	Manufacturer's instructions (Ammonium Compound) A high concentration of sanitation solutions may be potentially hazardous (see manufacturer's instructions). Improper test strips yield inaccurate results when testing for chemical sanitation.
7.	No cracked and chipped dishware is present.
8.	There is no evidence of food residue on "clean" pots and pans.
9.	Dishes, glasses, etc., are not stacked while wet.
10.	A sanitizing agent is used in the three-compartment pot- and pan-washing sink.
11.	Verify by observation that staff do not contaminate clean dishes.
12.	Drying food preparation equipment and utensils with a towel or cloth may increase risks for cross contamination.
13.	When cleaning fixed equipment (e.g., mixers, slicers, and other equipment that cannot readily be immersed in water), the removable parts are washed and sanitized, and non-removable parts are cleaned with detergent and hot water, rinsed, air-dried, and sprayed with a sanitizing solution (at the effective concentration).
14.	Finally, the equipment is reassembled and any food contact surfaces that may have been contaminated during the process are re-sanitized (according to the manufacturer's instructions).
15.	Service area wiping cloths are cleaned and dried or placed in a chemical sanitizing solution of appropriate concentration.

Food Transportation

#	Item
1.	The food carts are clean and in good repair.
2.	Food carts are sanitized after each meal.
3.	Milk and desserts containing milk, cream, or eggs are transported with ice, in coolers, or in a cart, maintaining a temperature at or below 41°F.
4.	Verify that the food does not lose too much heat in transportation (served hot according to the resident's preference).