

SUBJECT: FOOD SAFETY

EFFECTIVE
DATE: 03-31-11 (replaces 05-18-10)

APPROVED BY:

Reviewed (no changes): _____

Executive Director

POLICY

It is the policy of McIntosh Trail CSB to provide appropriate resources, space and training to minimize the possibility of error in the preparation, storage, and serving of meals and snacks.

PURPOSE

1. To provide safe and sanitary meals, beverages, and snacks.
2. To store, label, prepare and serve foods and beverages in a clean and sanitary manner that is in compliance with local, state, and federal health regulations.
3. To comply with current Public Health and Safety Standards in all phases of departmental operation.
4. To provide training, supervision and evaluation of those who prepare foods.
5. To coordinate with vendors relative to clinical nutrition and food service.
6. To accomplish the above within the guidelines established by the facility, Healthcare Facility Regulators, CARF, local, federal, and state regulations.

PROCEDURE

1. Hands and fingernails should be washed thoroughly with soap and water before work, after using the toilet and/or any time they are soiled.
2. Paper service is clean and should be handled carefully to keep it sanitary. After use, reusable utensils should be scraped, washed clean in hot water. Then carefully stored and handled. Adequate space is provided for the cleaning of utensils and dishes.
3. Chemicals are to be stored away from food in a locked area.
4. Food may be infected by coughs, sneezes, handling dirty equipment, vermin, animals, and wastes. It should be protected during storage, preparation, display and services.
5. Keep foods out of the "Danger Zone", (140° - 40°). Keep cold foods at 40° F. or lower and hot foods at 140° F. or higher. If food is in the danger zone for more than 2 hours, discard all uneaten food.
6. Do not prepare/handle food if there are symptoms of diarrhea, fever, or contagious diseases. Cuts, pimples and boils need to be covered and gloves must be worn.
7. Careful attention will be made to expiration dates, rotate periodically.
8. Kitchen equipment should be kept in good condition.
9. All storage containers should be provided with tight fitting lids or covers.
10. No one is to eat or drink in the kitchen while cooking, except to taste a dish being prepared.
11. To control insect and rodent problems, food will be eaten in the designated dining room.
12. Care should be taken when re-heating foods.
13. If food is carried outside of the facility to be consumed, the food must be put in appropriate containers. The proper temperatures must be maintained at all times (140° or above for hot foods, 40° or lower for cold foods). Cold food is recommended because the food can be stored on ice in a cooler.