FSO/RFE CHANGES REQUIRING HEALTH DEPARTMENT NOTIFICATION

Remember to contact the Wayne County Health Department PRIOR to conducting any of the following changes applicable to your existing food service operation or retail food establishment:

➤ Changing ownership/license holder
➤ Closing of a facility (due to going out of business)
➤ Re-opening after an emergency/disaster (notification immediately after closing due to sewage backup, power outage, water interruptions, flood, fire, etc. and prior to re-opening)
➤ Modifying equipment (adding or replacing equipment with new and/or used equipment)
➤ Modifying structure (remodeling, building/exterior storage additions, etc.)
➤ Modifying layout/alteration of the flow of food handling activities (relocation of equipment, sinks, areas of food preparation and/or food sales areas, etc.)
➤ Modifying menu or food preparation/handling procedures (addition or elimination of breakfast menu, sushi, advance food preparation, reheating leftovers, catering, etc.)
➤ Changing hours/days of operation (including seasonal operations of six months or less per licensing period)
➤ Adding home produced food items to the menu/retail sales (cottage food production operation items, home bakery items, eggs, maple syrup, honey, etc.)

The above changes MAY require one or more of the following to occur:

➤ Facility review submittal and review of plans
➤ Change of ownership and/or transfer inspections (identify deficiencies that need to be corrected in order to be in compliance with the current Ohio Uniform Food Safety Code)
➤ Change of the operation risk level based on food handling procedures
➤ Equipment approval (specification submittal on new equipment and/or approval of used equipment)
➤ Permit issuance/approvals by other governmental agencies (plumbing, electrical, building, fire, etc.).

Wayne County Health Department
Food Safety Program
428 West Liberty Street
Wooster, Ohio 44691
(330) 264-2426
The 2016 Ohio Uniform Food Safety Code requires that all food service operations and retail food establishments have written procedures for employees to follow when responding to vomiting and diarrheal events. Information from this document can help develop written procedures for a facility.

**Note:** Effective cleaning of vomitus and fecal matter in a food service operation or retail food establishment should be handled differently from routine cleaning procedures.

It is recommended that written procedures for cleaning up vomiting and diarrheal accidents include the following steps:

1. Segregate the area. It is recommended that all surfaces within a twenty-five foot radius of the vomit or diarrhea accident be segregated and properly cleaned and disinfected.

2. Wear disposable gloves during cleaning. To help prevent the spread of disease, it is recommended that a disposable mask and/or cover gown (apron) be worn when cleaning liquid matter.

3. Wipe up the matter with towels and dispose into a plastic garbage bag.

4. Use a U.S. Environmental Protection Agency (EPA) registered disinfectant effective against Norovirus (Norwalk-like virus) following label directions or mix a chlorine bleach solution that is stronger than the chlorine solution used for general cleaning [CDC recommends 1000-5000 ppm or 2.5-12.5 fluid ounces of household bleach (5.25%) per gallon of water].

5. Apply the disinfectant or bleach solution and allow it to remain wet in the affected area for at least 10 minutes. Allow to air dry. Dispose of any remaining disinfection solution once the accident has been cleaned up.

6. Discard gloves, mask, and cover gown (or apron) in a plastic bag.

7. Take measures to dispose of and/or clean and disinfect the tools and equipment used to clean up vomit and fecal matter.

8. Properly wash hands.

9. Discard any food that may have been exposed.

10. Food contact surfaces that have been disinfected must be washed, rinsed, and sanitized prior to use to remove disinfectant residue and prevent contamination of food.


12. Minimize the risk of disease transmission through the prompt removal of ill employees, customers and others from areas of food preparation, service, and storage.

**Additional Resources:**

CDC Preventing Norovirus Infection: http://www.cdc.gov/norovirus/preventing-infection.html.


Ohio Department of Agriculture Division of Food Safety: https://agri.ohio.gov/wps/portal/gov/oda/divisions/food-safety
Clean-up of Vomiting and Diarrheal Events

When developing a plan that addresses the need for the cleaning and disinfection of a vomitus and/or diarrheal contamination event, a food service operation or retail food establishment should consider:

- The procedures for containment and removal of any discharges, including airborne particulates;
- the procedure for cleaning, sanitizing, and, as necessary, the disinfection of any surfaces that may have become contaminated;
- The procedures for the evaluation and disposal of any food that may have been exposed to discharges; the availability of effective disinfectants, personal protective equipment, and other cleaning and disinfecting equipment and appurtenances intended for response and their proper use;
- Procedures for the disposal and/or cleaning and disinfection of tools and equipment used to clean up vomitus or fecal matter;
- The circumstances under which a food employee is to wear personal protective equipment for cleaning and disinfecting of a contaminated area;
- Notification to food employees on the proper use of personal protective equipment and procedures to follow in containing, cleaning, and disinfecting a contaminated area;
- The segregation of areas that may have been contaminated so as to minimize the unnecessary exposure of employees, customers and others in the facility to the discharges or to surfaces or food that may have become contaminated;
- Minimizing risk of disease transmission through the exclusion and restriction of ill employees as specified in Ohio Administrative Code (OAC) section 3717-1-02.1 (D);
- Minimizing risk of disease transmission through the prompt removal of ill customers and others from areas of food preparation, service and storage; and the conditions under which the plan will be implemented.

When a food employee has been diagnosed, has recent history or exposure to, or is the suspected source of a confirmed disease outbreak of Norovirus, it must be reported to the person in charge. If a food employee has been diagnosed with Norovirus it must also be reported to the regulatory authority.
Guidelines for Basic Labeling Requirements

Every food in packaged form must bear the following labeling information:

1. The common and usual name of the product.

2. A list of ingredients (with sub ingredients) in the order of their predominance.

3. The name and address of the manufacturer, packer or distributor.

4. The net weight

Information required by law must be printed in type of sufficient size and prominence to be easily read under the normal conditions of sale and display. The information should be printed on the main part of the label in a color which contrasts with its background. This information must be in English.

Labeling is required when a product is placed into a package form and made available self-serve to the consumer.

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KEEPPING FOOD SAFE IN STORAGE

PROPER REFRIGERATOR/FREEZER STORAGE HELPS TO PREVENT CROSS CONTAMINATION

Organize refrigerators/freezers by the minimum cooking temperature requirements. Foods that require a higher cooking temperature to prevent food borne illness should be stored below foods that require lower cooking temperatures.

FROM TOP TO BOTTOM

READY-TO-EAT FOODS
NO COOKING REQUIRED

FISH, VEAL, PORK, LAMB, BEEF
145°F for 15 Seconds

GROUND MEAT, SAUSAGE, EGGS, INJECTED MEATS
155°F for 15 Seconds

POULTRY AND STUFFED FOODS
165°F for 15 Seconds

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Date Marking

FOOD MUST BE DATE MARKED IF IT IS:

- Prepared on-site and refrigerated (also applies to applicable commercially processed foods after the original container is opened), and
- Time/temperature controlled for safety (TCS), and
- Ready-to-eat, and
- Held more than 24 hours

MARK WITH THE DATE TO CONSUME BY, SELL BY OR DISCARD BY

Allowing seven (7) days when held at 41° F or less

(Day of preparation or day commercially processed food is opened counts as “day one”)

IF POTENTIALLY HAZARDOUS, READY-TO-EAT FOOD IS FROZEN

Mark that it is to be consumed, sold or discarded within 24 hours of removal from freezer

or

Mark length of time refrigerated before being frozen when food is placed in the freezer. When food is removed from the freezer, mark with a “consume by”, “sell by” or “discard by” date that is seven days minus the length of time food was refrigerated before being frozen.
Time/Temperature Controlled for Safety
(TCS) FOODS

Cooking Temperatures

165° F  Poultry and stuffed meats/poultry/pasta
155° F  Ground beef and meats that have been chopped and
        formed or tenderized
145° F  Solid portions of pork, fish, beef, and all other PHF

Hot Holding Temperature

135° F  Holding temperature for all hot PHF
        or above

Reheating Temperature

165° F  Previously cooked and cooled PHF
135° F  Ready-to-eat foods commercially sealed &
        processed

Cold Holding Temperature

41° F  Holding temperature for all cold PHF or below

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Two-Stage Cooling

Cooked, potentially hazardous foods need to move quickly through the temperature danger zone to limit growth of microorganisms, resulting in foodborne illness. A two-stage cooling process is required:

**FOODS MUST BE COOLED FROM 135°F TO 70°F WITHIN 2 HOURS**

AND

**COOLED TO 41°F WITHIN A TOTAL OF 6 HOURS.**

Many foods require manipulation to cool quickly. Possible methods include:
- Placing food in shallow pans (2" depth or less for thick foods and 3" depth or less for thin liquids).
- Cutting large pieces of meat into pieces no larger than 4 inches or 4 pounds.
- Stirring the food as it cools.
- Using an ice paddle or other equipment to stir the food.
- Adding ice directly to the product as an ingredient.
- Placing food in containers that encourage quick cooling.
- Placing food in an ice bath.

To cool food in an ice bath, follow these steps:
- Prepare an ice bath in a clean sink. Fill the sink with ice. Add cold water to fill in the spaces.
- Remove food from heat source. Insert the container into the ice bath so the food is level with the ice.
- Stir the food every 10-15 minutes.
- Drain water and replenish ice as it melts.
- Use a clean thermometer to monitor the temperature of the food.
- After the food has cooled to 41°F, refrigerate or freeze.

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Four Acceptable Ways to Safely Thaw Food

1. In a refrigerator at 41°F (5°C) or lower.
2. Submerged under running water at 70°F (21°C) or lower for a period of time that does not allow food to rise above 41°F.
3. In a microwave oven and immediately transferred to conventional cooking equipment, with no interruption in the process.
4. As part of the cooking process.

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ATTENTION EMPLOYEES

In accordance with the Ohio Uniform Food Safety Code, food employees must report information about their health that may relate to diseases that are transmissible through food. Immediately report to the supervisor if you are diagnosed with any of the following illnesses or have any symptoms listed at the bottom of this page.

<table>
<thead>
<tr>
<th>Campylobacter</th>
<th>Hepatitis A</th>
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<tbody>
<tr>
<td>Cryptosporidium</td>
<td>Norovirus</td>
</tr>
<tr>
<td>Cyclospora</td>
<td>Salmonella spp</td>
</tr>
<tr>
<td>Entamoeba histolytica</td>
<td>Salmonella Typhi</td>
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<tr>
<td>Shiga toxin-producing</td>
<td>Shigella</td>
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<tr>
<td>Escherichia coli (STEC)</td>
<td>Vibrio cholerae</td>
</tr>
<tr>
<td>Giardia</td>
<td>Yersinia</td>
</tr>
</tbody>
</table>

**Symptoms:**

- Vomiting
- Diarrhea
- Jaundice (Yellow Skin)
- Sore Throat With Fever
- Open or Draining Wound

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How to Wash Your Hands

Wash hands with liquid **soap** under warm running **water** for at least **20 seconds**.

Wash hands thoroughly, paying special attention to germs that may be trapped under nails and in crevices.

Rinse well to remove all traces of **soap**.

Dry hands with **paper towels**.

Use a **paper towel** to turn off the faucet after washing hands.

Allow hands to dry thoroughly after cleansing (before contact with anything).
No Bare Hand Contact

Bare hand contact is prohibited with ready-to-eat (RTE) food. When handling RTE foods, food service workers may use utensils such as:

- Deli tissue
- Spatulas
- Tongs
- Forks
- Dispensing Equipment
- Single-Use Gloves

If single use gloves are used, the following guidelines are recommended:

- Glove usage does not replace the need for good handwashing practices.
- Wash hands before putting on gloves.
- Put gloves on only when you are ready to handle ready-to-eat food.
- Use gloves for only one task, such as ready-to-eat foods, and then discard.
- If an interruption occurs during food preparation, remove gloves. Use clean gloves when you resume food preparation.
- Dispose of gloves immediately upon removal.
- Single-use gloves should not be used around heat or hot fats.
- Gloves are susceptible to contamination, so discard when soiled or damaged.
- Fabric or re-useable gloves may not be used with RTE food.
- Single use gloves made of non-latex materials are recommended.

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Wear Gloves the Right Way!

1. Wear food service gloves, or use sanitary utensils or deli tissue when handling ready-to-eat foods.

2. Always wash your hands before putting on gloves.

3. Change your gloves anytime you would need to wash your hands.
   - After touching your body
   - After using the toilet
   - After coughing, sneezing, using a handkerchief or tissue
   - After handling dirty equipment or utensils
   - After eating, drinking or using tobacco
   - After handling raw food
   - After any other activities that contaminate your gloves

For specific information, read OAC 3717-1-02.2 (C) and OAC 3717-1-3.2 (A) of the Ohio Uniform Food Safety Code

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