

## Food Safety Self-Inspection for Child Care Facilities

Julie A. Albrecht, Extension Food Specialist

A self-inspection checklist to aid child care facilities in providing safe food for their clients.

Conduct a self-inspection of your food preparation skills by answering the following questions. Concentrate on one section at a time. Choose a time when food preparation is in progress. Check either “yes” or “no.” Questions receiving a “no” answer indicate an area that you need to change.

### Personal Hygiene

Yes No

- Are food handlers well groomed (clean clothing, restrained hair and clean hands, including fingernails)?
- Do food handlers wash their hands frequently (after using the bathroom, after coughing or sneezing and after handling raw foods, dirty dishes or garbage)?
- Do you and your staff follow proper hand-washing procedures?
- Are food handlers’ hands free from cuts and sores?
- Do food handlers wear plastic gloves or other waterproof protection if cuts and sores are present?
- Are you and your staff generally in good health?

### Purchasing, Receiving, and Inspecting Food

Yes No

- Do you buy foods from reliable suppliers?
- Do the foods you buy meet your child care center’s standards?

- Does someone check the food for adequate frozen (0°F) or refrigerated temperatures (40°F), damage or insect infestation, expiration dates and other quality indicators before accepting them?
- Is the food receiving area clean?

### Food Storage

Yes No

- Do you store raw foods separately from cooked foods?
- Are the food storage areas clean?
- Is the dry food storage area dry and between 50°F and 70°F?
- Do you store foods to ensure a first-in, first-out use? Do you label food packages and containers to indicate contents and date of storage?
- Do you maintain the refrigerator at or below 41°F and the freezer at or below 0°F?
- Do you have an accurate thermometer in the refrigerator and freezer?

### Food Service Equipment

Yes No

- Is the equipment in good working condition?
- Are food handlers following proper procedures for operating the equipment?
- Do you and staff members properly clean and sanitize equipment after each use?
- Do staff members follow proper dishwashing (manual or automatic) procedures?

\_\_\_ Are food handlers properly cleaning and sanitizing cutting boards and food contact work surfaces after each use?

**Food Preparation**

**Yes No**

\_\_\_ Do you thaw frozen foods in a microwave, under refrigeration, or under cold running water? Do you cook foods directly in the frozen state?

\_\_\_ During food preparation, are food handlers keeping food in the danger zone (41°-135°F) for less than two hours?

\_\_\_ Do you cook food items to the proper internal temperatures (165°F for 15 seconds for chicken, 145°F for 15 seconds for pork and 155°F for 15 seconds for ground beef and meatloaf)?

\_\_\_ Do you use a thermometer to check the temperature of a cooked product or refrigerated food?

\_\_\_ Do you keep and serve hot foods at 135°F or above and cold foods at 41°F or below?

\_\_\_ Do you store hot foods in shallow containers and refrigerate immediately?

\_\_\_ Do you wash raw fruits and vegetables thoroughly before serving?

\_\_\_ Is there minimal handling of foods during preparation?

\_\_\_ Do food handlers taste food during preparation in a sanitary manner? Do they use a separate utensil?

\_\_\_ Do you reheat leftovers to 165°F and serve immediately?

**Infant Food Preparation**

**Yes No**

\_\_\_ Do you use proper sanitizing procedures for infant bottles?

\_\_\_ Do you properly sanitize the equipment you use to prepare infant formulas?

\_\_\_ Do you check the expiration dates on the products before use?

\_\_\_ Do you use safe water for infant formula preparation?

\_\_\_ After preparing formulas, do you label bottles with the children's names and the date?

\_\_\_ Do you cover the formula and refrigerate it after preparation?

\_\_\_ Do you use formulas made from powdered formula within 24 hours?

\_\_\_ Do you use formulas made from concentrated liquid formula within 48 hours?

\_\_\_ Do you discard the partially consumed milk or formula remaining in the bottle?

\_\_\_ Do you remove baby food from jars with a clean spoon and serve it in dishes to infants? (If food remains in the jar, tightly close, date, and store it in the refrigerator. Use opened containers within 72 hours.)

\_\_\_ Do you warm food just before eating? Does food remain in the danger zone (41°-135°F) for less than two hours?

\_\_\_ Do you dispose of the uneaten food on plates?

**Serving Foods**

**Yes No**

\_\_\_ Do children wash their hands before and after eating?

\_\_\_ Do you clean and sanitize tables, chairs, and high chairs?

\_\_\_ Do food handlers use utensils instead of hands to serve food?

\_\_\_ Do food handlers wear plastic gloves while serving food?

\_\_\_ Do you place silverware on the tables in a way to prevent contamination?

\_\_\_ Are replacements available if children drop their silverware on the floor?

\_\_\_ Do you use separate cloths and sponges for the children, table spills and floor spills?

**Facilities**

**Yes    No**

\_\_\_ \_\_\_ Are the kitchen and eating areas clean?

\_\_\_ \_\_\_ Is the garbage kept covered and located away from food preparation, food storage and the children's play area?

\_\_\_ \_\_\_ Do you keep the restrooms clean and supplied with liquid soap and single-use towels or forced-air blowers?

\_\_\_ \_\_\_ Do you empty wastebaskets regularly?

\_\_\_ \_\_\_ Is the diapering area away from the food preparation area?

\_\_\_ \_\_\_ Do you sanitize and keep the diapering area clean?

\_\_\_ \_\_\_ Do you discard soiled diapers promptly?

\_\_\_ \_\_\_ Do you keep live animals away from food preparation and serving areas?

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