Food Safety Self-Inspection Form*

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Inspection checklist of practices to ensure safe preparation and handling of food.

Status of Observations: Use the following terms to complete this form. IN — Item found in compliance; OUT — Item found out of compliance; N.O. — Not observed; N.A. — Not applicable

Food Source

_____ All foods are from regulated food processing plants.

_____ All shellfish are from NSSP listed sources.

_____ Game and wild mushrooms are only used with approval from regulatory authority.

Records

_____ Shellstock tags/labels are retained for 90 days from the date the container is emptied.

_____ Written documentation of parasite destruction is maintained for fish products.

_____ CCP monitoring records is maintained in accordance with HACCP plan when required.

Reheating

_____ PHFs are reheated to 165°F for 15 seconds.

_____ Food reheated in a microwave is heated to 165°F or higher.

_____ Commercially processed ready-to-eat food, if reheated, is held at 135°F or above.

Cooking Temperatures

_____ Poultry, stuffed fish, meat and pastas are cooked to 165°F for 15 seconds.

_____ Raw eggs broken for immediate service are cooked to 145°F for 15 Seconds.

_____ Comminuted fish, meats, game animals are heated to 155°F for 15 seconds.

_____ Wild game animals are cooked to 165°F for 15 seconds.

_____ Raw animal foods cooked in a microwave are heated to 165°F.

Cooling

_____ Cooked PHF is cooled to 135°F - 70°F in 2 hours and from 70°F - 41°F in 4 hours.

_____ PHF (from ambient ingredients) is cooled to 41°F within 4 hours.

_____ Foods received at a temperature according to law are cooled to 41°F within 4 hours.

* Adapted from: Report of the FDA Retail Food Program Database of Foodborne Illness Risk Factors.

1 NSSP — National Shellfish Sanitation Program

HACCP — Hazard Analysis and Critical Control Point

PHF — Potentially Hazardous Foods (such as meat and poultry; pastries made with cream or custard fillings; salads and sandwiches made with meat, poultry, eggs or fish; and home-canned, low-acid foods such as vegetables and meats).

CCP — Critical Control Point
Cold Holding

_____ PHF is maintained at 41°F or below, except during preparation, cooking, cooling, or when time is used as a public health control.

Hot Holding

_____ PHF is maintained at 135°F or above, except during preparation, cooking, cooling, or when time is used as a public health control.

Time

_____ Ready-to-eat PHF held at 41°F for 7 days is discarded as required.
_____ Commercially prepared, ready-to-eat PHF is date marked as required.

Separation/Segregation/Protection

_____ Raw animal foods are kept separate from raw ready-to-eat food and cooked ready-to-eat food.
_____ After food is served to a consumer, food is not re-served.
_____ Food is protected from environmental contamination.

Food Contact Surfaces

_____ Food contact surfaces and utensils are clean to sight and touch and sanitized before use.

Personnel Check List

_____ Hands are clean and properly washed when and as required.
_____ Personnel only eat, drink and use tobacco in designated areas.
_____ Personnel do not work with exposed food if experiencing persistent sneezing, coughing or runny nose.
_____ Personnel do not use a utensil more than once to taste foods.
_____ Personnel do not contact exposed, ready-to-eat food with bare hands.
_____ A hand-washing facility is conveniently located for employees.
_____ There are hand cleansers, sanitary towels and hand-drying devices in the hand-washing facility.

Chemical Check List

_____ No unapproved food or color additives are used.
_____ All chemicals are properly identified, stored and used.

Acknowledgments

The author would like to acknowledge the contribution of Donna Kraus, program assistant, who was a coauthor on the first edition of this publication.