

HACCP * Don't * Miss




Do You Need Help Implementing HACCP?

- Download the resources at www.kn-eat.org, 'What's New.'
- Request one-on-one training through the Assistance Network by contacting Tammy Poland at (620) 739-4731 or tpoland@ksde.org.
- Hire a KSDE cadre trainer to teach the HACCP class for your staff by calling the Child Nutrition & Wellness office at (785) 296-2276.
- This HACCP help was updated 1/09

When Must Food Temperatures be Recorded?

Temperatures must be recorded:

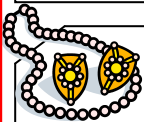
1. When foods are received if a food service employee is present when the delivery is made. Take and record the temperature of a **sample** of the foods received. The sample should be large enough to assure that the food delivered is safe.
2. When the food is finished cooking or when it enters the holding unit (if applicable)
3. When the food exits the holding unit (if applicable) or enters the serving unit.
4. At the end of each serving period if required by your area consultant.
5. At the end of the last serving period. If no leftovers remain, write 'no leftovers' on the temperature log.




Should Infrared Thermometers Be Used For All Foods?

No. Infrared thermometers take the surface, not the internal, temperature and should only be used when taking the temperature of...

- 1) Very thin or small foods such as pizza and chicken nuggets,
- 2) Frozen foods (because the surface temperature will be warmer than the internal temperature),
- 3) Milk cartons (because KSDE will accept the carton temperature to prevent the waste of milk).



What Are the Rules on Jewelry?

The Kansas Food Code prohibits jewelry on the arms and hands while preparing food. This does **not** include plain wedding bands but **does** include watches and medical alert bracelets.

Please note that the 'personal dress and hygiene' section of the Food Safety Checklist included in KSDE's sample food safety plan includes an incorrect suggestion that watches may be worn.

Although the Kansas Food Code does not address or regulate jewelry worn anywhere other than the arms or hands, local sponsors may establish and enforce their own policies. Excess jewelry can be both dangerous and unsanitary.

We Receive Our Meals From a Public School. Do We Still Have to Write a HACCP Plan?

If your facility participates in the National School Lunch Program (NSLP) or School Breakfast Program (SBP) you must implement HACCP but you do not have to write your own HACCP plan. The sponsor that provides your meals may include your facility as a serving/satellite site in their HACCP plan. You are still responsible for the actual implementation and documentation.



Process 1-2-3

Must I Include All Of My Menus In My HACCP Plan?

No. In the written plan you should demonstrate that you can correctly identify your menu items as Processes 1, 2 or 3. (Remember that "other" foods do not need to be identified in the written plan.) Record menu items and the corresponding process number for one month of menus **or** one menu cycle. Then describe how you continue to identify each menu item as Process 1, 2 or 3 on a monthly, weekly or daily basis for all food service staff. For example, explain how you color code the recipes, write the process number next to each item on the menus, post a list of menu items under each process flow chart in each facility, or carry out your own good method.

Do I Have to Have a Letter From All Vendors?

You should make a reasonable effort to obtain a letter from your vendors, regardless of location and size, stating that the food they supply is safe because **either** they use good food handling procedures **or** they have a HACCP system in place. KSDE recommends you document your attempts to obtain letters and that you use the sample letter on www.kn-eat.org or the 'HACCP Resources' CD-ROM to make the request. If you have reason to doubt the safety of the food, request additional documentation, a tour of their facilities, or consider changing vendors.



Does the HACCP Class Meet KSDE's Food Safety Training Requirement?

No. The HACCP class addresses one very specific food safety system, not general food safety handling procedures. All school food service employees in Kansas must still attend one of KSDE's approved food safety classes every five years. KSDE offers the three-hour Food Safety Basics class at no charge statewide throughout the year and the twelve-hour Food Service Sanitation class for a small fee at the Management Academy in June. Both classes are available upon request as in-services.

“Time as a Public Health Control”

What is ‘Time as a Control’?

It is a term that refers to the set of procedures used when time alone, rather than a combination of time and temperature, is used to ensure the safety of potentially hazardous food.

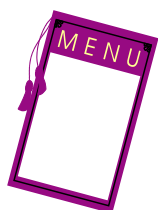
When can I use ‘Time as a Control’?

Use it for potentially hazardous foods that are often or always held in the temperature danger zone when preparing or holding for immediate service.

How do I use ‘Time as a Control’?








The 2005 Kansas Food Code requires you to do **all** of the following when you choose to use time alone as a control, rather than a combination of time and temperature.

1. Request a variance of Kansas Food code requirement 3-501.16 from KSDA. KSDE has a sample letter that can be used to request a variance @ www.kn-eat.org.
2. Have written procedures (SOPs) on file at each site to explain exactly what your procedures are for using “time as a control” and for cooling food. KSDE has a sample SOP for using “Time as a Public Health Control” that is available @ www.kn-eat.org that can be used to revise to reflect your current procedures at your school and to list the potentially hazardous food items that “Time as a Control” is used for.
3. Identify on a log and/or mark the pan (or tray, bowl, etc.) of food with the time that is 4 hours past the point in time when the food was removed from temperature control.
4. Serve or discard all of the food within 4 hours.
5. Discard unmarked food and food which exceeds the 4 hour limit.



Remember: Many of the foods you serve do not need to be put into a process and can simply be handled with standard operating procedures (SOPs).

A few “other” foods KSDE has been asked about recently include...

- Peanut butter 
- Quick breads (banana, blueberry, zucchini, etc.) 
- Fruit pies, crisps & cobblers (except most pumpkin pies which are Process 3) 
- Kolaches with milk-based icing 
- Gelatin without fruit (with fruit is Process 1) 
- Canned cheese sauce 
- Bread with cheddar cheese or soft cheese as an ingredient (If soft cheese such as cream cheese is used as a **filling** it is a Process 2 if served hot and a Process 3 if served cold.) 

Do I Have to Wash Banana Peels?



No. Although the SOP on ‘Washing Fresh Fruits and Vegetables’ provided by KSDE states that banana peels should be washed before bananas are cut for use in recipes, **all SOPs provided by KSDE may be revised or replaced** as long as all requirements of the Kansas Food Code are enforced. The Kansas Food Code does not require banana peels to be washed.

HACCP To-Do List

Daily

- Apply all SOPs
- Record temps of cold holding units
- Record temps of food during receiving, prep, holding, & at end of serving period

Every Other Week

- Calibrate thermometers

Monthly

- Review logs for trends, sign & date
- Identify each menu item as Process 1, 2 or 3
- Complete Food Safety Checklist at each facility

Annually

- Review (& revise if needed) all SOPs
- Review (& revise if needed) food safety plan



If you have questions or need assistance, contact your area consultant or call the Child Nutrition & Wellness office at the Kansas State Department of Education at (785) 296-2276.