



Clean the Seen and Unseen!

- Food contact surfaces must be cleaned and sanitized to prevent the spread of bacteria and reduce the possibility of cross-contamination.
- A surface that is in continuous use should be cleaned and sanitized at least every 4 hours.
- Problem areas include can opener blades, drawers, slicers, scales, mixers, and bins.
- Keep physical facilities and non-food contact surfaces of equipment maintained and cleaned.

Kansas Department of Agriculture Inspection

The most recent Kansas Department of Agriculture (KDA) inspection report must be printed and posted in public view.



Consider posting the report next to the Civil Rights poster in the facility.

Food Safety is Everyone's Responsibility!

Developing and implementing a food safety training program is important to keep young customers healthy and safe. Offering quality foods that are safe to eat begins with knowledgeable food handlers.

Customers want:

- Food that looks and tastes good
- Food that is safe to eat
- A safe dining environment that is pleasant and welcoming

Child Nutrition Program staff need:

- Information to do the job correctly
- Tools to do their job effectively and safely
- A work environment that encourages and rewards correct food safety behaviors

Child Nutrition Programs must:

- Make food safety training available
- Ensure food handlers are well trained and knowledgeable
- Support an environment that models handling food safely at all times



The Center of Excellence for Food Safety Research in Child Nutrition Programs

The Center provides science-based solutions to problems impacting food safety in Child Nutrition Programs across the United States.

Check out the Center's information and resources at <http://cnsafefood.k-state.edu/>.

Food safety posters and a video, "Relationship of Meat Color to Cooked Meat Safety" are linked at www.kn-eat.org, Food Safety, The Center of Excellence for Food Safety Research in Child Nutrition Programs.



Food Safety Training for Volunteers & Students

Volunteers and student helpers need food safety training also! The training tool, "Food Safety for Volunteers & Students" provides guidance for volunteer staff and student workers in areas that are critical to food safety including...

- personal hygiene
- preparing and serving foods
- cleaning and sanitizing
- food allergies

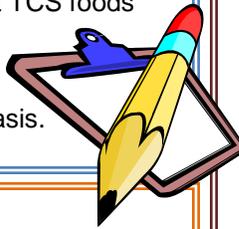
Find this resource at www.kn-eat.org, Food Safety, KSDE Food Safety Guidance & Resources, Food Safety for Volunteers & Students.

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Take My Temperature!

- Temperatures of a sampling of the cold TCS foods (Time/Temperature Control for Safety foods) from a delivery must be recorded when they are received.
- Temperatures of prepared and served TCS hot and cold foods must be taken and recorded.
- Temperatures of TCS foods when they are pulled from temperature controls (from an oven or a cooler) and put into holding must be taken and recorded.
- Temperatures of TCS foods when they are put on the serving line (from holding) must be taken and recorded.
- Temperatures of TCS foods at the end of service must be taken and recorded to show proof that TCS foods were held correctly throughout service.
- Temperatures of all cold storage units must be taken and recorded on a daily basis.



School Food Safety Program Policy Reminders

- Hazard Analysis and Critical Control Point (HACCP) principles must be applied to any facility where food is stored, prepared or served for the purposes of any Food and Nutrition Service program.
- HACCP plans must be reviewed annually using the "Worksheet to Review and Revise the HACCP Food Safety Plan," at www.kn-eat.org, Food Safety, HACCP Guidance and Resources, HACCP Resources.
- Standard Operating Procedures (SOPs) should be updated to reflect what proper and safe procedures are being practiced in the operation.
- The Monthly Food Safety Checklist requirement involves completion of a monthly monitoring checklist for each site. The checklist must be completed through visual observation and evaluation! Using the "dry lab" method (making up information) does not accurately reflect what is happening in the facility!
- Food thermometers must be calibrated every 2 weeks and records kept of the calibration.

Share Table Rules

A "share table" can reduce the amount of food waste and is especially helpful in programs with no option for students to choose the components in their meal.

A "share table" may be used for unopened packaged food items that students do not consume.

Conditions for "share tables" include:

1. Share tables must follow safe food handling procedures. For example, milk should be kept at 41°F or colder. Fruits with an edible peel must be wrapped.
2. Share table items are discarded at the end of their safe food expiration.
3. Students who wish more to eat may take food from the share table to eat on-site.
4. Adults may not take food or beverages from the share table for personal consumption.
5. Share table foods may be returned to appropriate storage and served to students on the share table at later meal, or given to other school personnel, such as the school nurse, to serve to students at school.
6. Share table foods may be returned to appropriate storage and donated to charitable institutions, food banks, and government-supported facilities, such as correctional facilities, child welfare facilities, homes for senior populations, institutions for the physically or mentally ill, or similar qualifying institutions.

Check out SOP 23 at www.kn-eat.org, Food Safety, HACCP Guidance & Resources, HACCP Resources.

Food Safety Training

Update the Food Safety Training Record in KN-CLAIM when program staff complete food safety training.

Food safety training is required for school foodservice staff within 6 months of being hired and every 5 years thereafter.

New school food service directors are required by the Professional Standards Rule to complete 8 hours of food safety training not more than 5 years prior to or within 30 days of their start date and every 5 years thereafter.

HACCP Help 12



USDA is an equal opportunity provider and employer.

Kansas Department of Agriculture (KDA)

KDA is responsible for performing food safety inspections at school nutrition program sites. Sign up on KDA's Facebook page to keep up-to-date on food safety information. <https://www.facebook.com/KansasDeptofAg>

Consider printing and posting the KDA poster "5 Keys for Food Safety" or downloading the educational tool "Focus on Food Safety" both available at www.agriculture.ks.gov/fseducation.

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