

MICHIGAN DEPARTMENT OF AGRICULTURE



**Minimum
Program
Requirements**

Element: Food Service Sanitation Program

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Date: 2/8/05

Director's Signature:

ELEMENT DEFINITION:

The Food Service Sanitation's Program's main goal is to eliminate the risk of foodborne illness from food served at licensed food service establishments. Two basic principles form the foundation under which the program standards are built:

1. Reduce the occurrence of the CDC-identified risk factors that are known to cause foodborne illness and other factors that may contribute to foodborne illness: and
2. Establish a food service sanitation program framework within which the control of the risk factors will be realized.

A secondary goal of the program is satisfaction of reasonable customer expectations relative to the sanitation of food service establishments.

The elements of this service include plan review, inspections, records, enforcement, staff training and qualifications, and foodborne illness investigations.

MINIMUM PROGRAM REQUIREMENTS:

Plan Review:

MPR 1

Plan Review: A local health department, upon receipt of plans and specifications for construction, alteration, conversion, or remodeling of a food service establishment, shall review the plans and specifications to determine conformance with applicable requirements. All plans approved by the local health department comply with the law [FL 6101 to 6113; FC 8-201.11 to 8-203.10].

Inspections:

MPR 2

Pre-opening Inspections: A local health department shall conduct one or more pre-opening inspections to verify that a food establishment is constructed and equipped in

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accordance with the approved plans and is in compliance with the law [FL 3115, 4125(1), 6115; FC 8-203.10].

MPR 3

Inspection Frequency: A local health department shall perform an inspection of each food service establishment at least once every six months. A seasonal food service establishment that operates nine or fewer months each year shall be inspected at least once during the period of operation. A low risk food service establishment may be inspected once every 12 months [FL 3123, 3125].

OR

A local health department shall perform an inspection of each food service establishment in accordance with MDA's "Emergency Risk Based Inspection Schedule" [FL 3125].

MPR 4

Vending Machine Locations: A local health department shall inspect vending machine locations using one of the following methods:

All vending machine locations are inspected at least once every 6 months [FL 3123].

OR

One-third of each operator's vending machine locations are inspected each year. Every vending machine location is inspected over a three-year period [FL 3125].

OR

One-tenth of each operator's vending machine locations are inspected every six months. Every vending machine location is inspected over a five-year period [FL 3125].

MPR 5

Temporary Food Service Establishment Inspections: A local health department shall inspect all temporary food service establishments for which required notifications are made to the local health department [FL 3115(2), 4125(i)].

MPR 6

Inspection Procedures: A local health department shall conduct inspections in accordance with the law [FL 3121, 3127; FC 8-402.11 to 8-403.50, 8-405.20(A)].

MPR 7

Identification of Critical Violations: Inspections identify critical violations [FL 3127; FC 8-403.10(B)(3)].

MPR 8

Inspections Result in Food Code Compliant Establishments: The local health department properly applies the Food Code to safeguard the public health and ensuring that food is safe, unadulterated, and honestly presented [FC 8-101.10(a)].

Records:

MPR 9

Records are maintained in accordance with MDCH General Schedule #7 [FL 3121]. Plans, applications, and licenses are processed in accordance with law [FL 1107(i), 3115, 4101, 4103, 4105, 4107, 4109, 4123, 4125].

Enforcement

MPR 10

Enforcement Policy: The local health department has a written enforcement procedure consistent with law. Enforcement action is initiated in accordance with the local health department's enforcement procedures [FL 2119(2), 3117, 5113, 6101; FC 8-101.10, 8-403.10, 8-403.20, 8-405.11, 8-405.20].

MPR 11

Unauthorized Construction: Food service establishments are not allowed to be constructed prior to the issuance of plan approval. Stop work orders are issued as required [FL 6113].

MPR 12

New Construction: All food service establishments that have been newly constructed, altered, remodeled, or converted comply with the law prior to licensure [FL 6115(2); FC 8-201.11].

MPR 13

License limitations: License limitations are issued and documented in compliance with the law. [FL 2121, 2123].

MPR 14

Variations: Variations are reviewed and approved in accordance with law [FL 6101, FC 3-502.11, 8-103.10 to 8-103.12].

MPR 15

Complaint Investigation: All consumer complaints are investigated in a timely manner. Complaint records indicate the results of the investigation or the justification for not investigating [FL 2101(2), 3121(3), 3129, 3131].

Staff Training and Qualifications:

MPR 16

Technical Training: Within 12 months of employment or assignment to the food service sanitation program, staff conducting inspections of food service establishments satisfactorily complete training in the following areas: a) Public health principles, b) Communication skills, c) Microbiology, d) Epidemiology, e) Food Law, Food Code, related policies, f) HACCP [FL 2119(2)(b) and FDA's Recommended National Food Regulatory Program Standards; Standard 2 – Trained Regulatory Staff].

MPR 17

Fixed Food Service Inspection Skills: In order to be considered minimally qualified to inspect a food service establishment, new employees or employees recently assigned to the food service sanitation program after October 2000 shall complete field training within 12 months of employment or assignment to the food program that includes:

- a) Twenty-five joint training inspections with a standardized trainer from a local health department.
- b) Twenty-five independent inspections reviewed by the standardized trainer (either on-site or paperwork review).
- c) Five evaluation inspections with a standardized trainer
- d) Endorsement by the standardized trainer

[FL 2119 (2)(b) and FDA's Recommended National Food Regulatory Program Standards; Standard 2 – Trained Regulatory Staff].

MPR 18

Specialty Food Service Inspection Skills: New employees or employees recently assigned to the food service program during the review period who inspect specialty food service establishments (mobile, vending, STFU, temporary) have knowledge of the Food Law, Food Code, public health principles, and communication skills, and have been endorsed by the supervisor for each type of establishment assigned for inspection before conducting independent. [FL2119 (2) (b)]

Foodborne Illness Investigations:

MPR 19

Foodborne Illness Investigations - Timely Response: A local health department shall initiate an investigation of a suspected foodborne illness within 24 hours after having received a complaint and shall prepare a written final investigation report for each foodborne outbreak with a copy sent to MDA, Food Safety Planning and Response Unit within 90 days from the completion of the investigation [FL 2101(2), 3121(3), 3129, 3131].

MPR 20

Foodborne Illness Investigations - Procedures: A local health department shall follow, and review annually, standard operating procedures for investigating and communicating foodborne illness outbreak investigations that: a) Are equivalent to those contained in "Procedures to Investigate a Foodborne Illness" 5th edition, published by the International Association of Food Protection, b) Include a description of the foodborne illness investigation team along with the duties of each member, and c) Are compatible with MDA/MDCH June 24, 2003 memo titled "Foodborne Illness Reporting and Documentation, and d) Outline procedures for communicating foodborne illness information with local health department employees, other governmental agencies, and organizations [FL 3131(1)(2)].