

Food Establishment Pre-Operational Inspection

Use this checklist to help prepare - some items may not apply to your establishment

- No food is to be on site during the pre-operational inspection, unless authorized by the Health Office prior to scheduling the inspection.
- All refrigeration, hot holding and dishwashing equipment is to be turned on in advance of the inspection.
- The Establishment Certified Food Protection Manager is to be on-site during the pre-operational inspection.

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Certificates / Relevant Postings when required:

- Food Protection Certificate is posted in view of the public. *(if applicable)*
- Allergen Certification posted adjacent to Food Protection Certification. *(if applicable)*
- State approved Allergen Poster provided in employee area. *(if applicable)*
- Allergen statement included on menu and/or menu board. *(if applicable)*
- Consumer Advisory included menu(s) and/or menu board. *(if applicable)*
- Choke Safe Certificate(s) if more than 25 seats (including outdoor seats). Posting not required *(if applicable)*
- Employee reporting of illness procedure available. Documented training available.
- Public notice posted – Most Recent Inspection Report available for review.

Equipment:

- Calibrated food thermometer available
- Labeled sanitizing buckets for work stations. *(if applicable)*
- Sanitizing test strips for corresponding sanitizing solution(s) in use. *(if applicable)*
- Bodily fluids procedure and kit available
- Tools available for cooling foods *(if applicable)*
- Gloves or other approved method to prevent bare hand contact *(if applicable)*

Refrigeration / Hot Holding Units:

- Secondary food thermometers located in all refrigeration and hot holding units.
- All refrigeration units are turned on and maintaining an ambient temperature below 41°F.
- All hot holding units are turned on and maintaining an ambient temperature above 135°F.

Mechanical Warewashing Machine:

- Dish machine filled. PIC knowledgeable of method to verify temperature or ppm.
- Wash and rinse temperature in compliance with the food code.

Hand sink: (all hand sinks including rest rooms)

- Soap dispenser filled and located at hand sink. *If used...hand sanitizer is located at hand sink.*
- Paper towel dispenser filled and located over hand sink or area that does not create cross contamination with dripping hands.
- "Instructional Hand Sink" signage visibly posted at hand sink.
- Hot water is 100°F or above.
- Trash at hand sink.
- PIC able to explain hand sink restriction and when to wash hands.

Restrooms (Public and Employee):

- Self-closing doors.
- Women / Unisex restroom trash receptacles are covered.

Surfaces Characteristics:

- All surfaces are clean.
- All surfaces are finished.

