

Food Employee Program and Records

Pursuant to Public Health Code (PHC) Section: 19-13-B42(s)(8)(A) and 19-13-B42(t)(7)(A) the Qualified Food Operator (QFO) of each food service and catering food service establishment is responsible for ensuring training of food preparation personnel. Training shall include but is not necessarily be limited to:

1. Instruction in proper food temperature control.
2. Food protection.
3. Personal health and cleanliness.
4. Sanitation of the facility, equipment, supplies, and utensils.

The Qualified Food Operator of each food service and catering food service establishment shall maintain written documentation of a training program, and training records of individual employees, and shall make these records available to the local health departments upon request. Training records should be retained for the term of employment of all current food workers.

The Qualified Food Operator is responsible for completing and maintaining the enclosed employee training sheet and training record forms or substitute forms with similar content, approved by the Torrington Area Health District – Food Protection Program.

Employee Training Sheet:

Name of Establishment: _____

Address of Establishment: _____

Employee Name: _____

Duties: _____

Date of Hire: _____

Training Topics	DATE Completed	QFO Initials	EMPLOYEE Initials
1. Proper Food Temperature Control			
a. Internal cooking temperature requirements			
b. Re-heating procedures and temperature requirements			
c. Hot and cold holding requirements			
d. Rapid cooling procedures and requirements			
e. Food temperature gauge use, storage, sanitization, and calibration			
2. Food Protection			
a. Washing fruits and vegetables			
b. Proper procedures for defrosting protein food products			
c. Practices and methods followed to prevent cross-contamination during preparation			
d. Proper covering of food to protect from sources of contamination during storage and service			
3. Personal Health and Cleanliness			
a. Hand washing requirements and procedures			
b. Proper use of single service gloves			
c. Employee sick leave, ill food handler restrictions from food service duties / illness reporting responsibility to heal jurisdiction			
d. Good hygienic practices			
4. Sanitation of the Facility, Equipment, Supplies, and Utensils			
a. Sanitization requirements and procedures			
b. Cleaning schedule and procedures for food and non-food contact surfaces			
c. Proper use requirements for washing equipment in a 3-bay sink / or dishwashing machine			

Training Topics

Cold & Hot Holding Temperatures:

Section 19-13-B42 (m)(3)

- 41°F or less **OR** 135°F or more for all potentially hazardous foods EXCEPT whole beef and pork roasts which may be hot held at 130°F or above.
- Cooked, cooled, and refrigerated food that is prepared for **immediate service** in response to an individual order may be served at any temperature.
- Ready-to-eat food taken from a commercially processed, hermetically sealed container shall be heated to 135°F or greater for **hot holding**.

Internal Cooking Temperatures

Section 19-13-B42(m)(1)(A)(B)(C)(D)

Whole Roasts, Corned Beef, Pork Roasts

130°F	121 minutes
140°F	12 minutes
145°F	3 Minutes

Shell Eggs, Fish, Meat, Pork

145°F	15 seconds
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Ground or Comminuted Meat and Fish Products

145°F	3 minutes
150°F	1 minute
155°F	15 seconds
158°F	Instantaneously

Game Meats, Poultry, Ground or Comminuted Poultry & Stuffed: Fish, Meat, Pasta, Poultry or Stuffing containing PHF ingredients

165°F	15 seconds
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Microwave cooking

Raw animal food shall be rotated or stirred throughout or midway during cooking to compensate for uneven distribution of heat; covered to retain surface moisture; heat to a temperature of at least 165°F in all parts of the food, and allowed to stand covered for 2 minutes after cooking.

Consumer Advisory

Section 19-13-B42(m)(1)(F)

Consumers shall be informed of the risks involved with the consumption of raw or undercooked animal foods by written means such as: posters, brochures, menu advisories, table tents, etc. available at the food service establishment stating: **“Thoroughly cooking meats, poultry, seafood, shellfish, or eggs reduces the risk of foodborne illness”**. Exemptions to the food temperature requirements **shall not be allowed** at food service establishments serving highly susceptible populations in hospitals, nursing homes, or similar healthcare facilities. Please refer to PHC for details.

Cooling Requirements:

Section 10-13-B42(m)(3)

Cooked Potentially Hazardous Food shall be cooled:

- **135°F to 70°F within 2 hours → 70°F to 41°F within an additional 4 hours**

Methods

- **Shallow pan(s) (food 3" deep or less)**
- **Ice water baths & stirring**
- **Volume reduction**
- **Rapid chill refrigerator (blast chiller)**

Store foods in the cooling process uncovered but protected in a refrigerated unit. Cover the food when it is less than 41°F.

Reheating Temperatures

Section 19-13-B42(m)(3)

Potentially Hazardous Food that is cooked, cooled, and reheated for **hot holding** shall be reheated so that all parts of the food reach a temperature of **at least 165°F for 15 seconds** within 2 hours EXCEPT unsliced portions of roast beef which may be reheated to 145°F for 3 minutes.

Ill Food Worker

Section 19-13-B42(r)

No person while affected with any disease in a communicable form, or while a carrier of such disease, or while afflicted with boils, infected wounds, sores, or an acute respiratory infection, shall work in any area of a food establishment in any capacity in which there is a likelihood of such person contaminating food, drink, or food contact surfaces with pathogenic organisms, or transmitting disease to other individuals; and no person shall

be employed in such an area or capacity. **If the management of the food establishment has reason to suspect that any employee has contacted any disease in a communicable form or has become a carrier of such disease, they shall notify the local director of health immediately.**

Disease/Agent Related to Foodborne Illness

(List is not inclusive)

- Campylobacter
- Hepatitis A
- Trichinosis
- Listeria
- Norwalk-like viruses
- Salmonella
- Clostridium perfringens
- Yersinia
- Bacillus cereus
- E. coli 0157 infection
- Botulism
- Vibrio infection
- Shigella
- Staph aureus
- Scombroid Toxin

Conditions related to the transmission of foodborne illness:

- Diarrhea
 - Vomiting
 - Jaundice
 - Sore throat with fever
 - Fever with GI symptoms
 - Lesions containing pus such as: boils and infected wounds
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Sanitizing Solution for Manual Dishwashing

Immersion for at least 1 minute in sanitizing solution containing:

- At least 50 ppm of available chlorine- Minimum Temp: 75°F.
- At least 12.5 ppm of available iodine- pH no higher than 5.0 – Temp at least 75°F.
- Other sanitizers as demonstrated satisfactory to the Director of Health.

Chlorine Sanitizing Solution can be made by using a 5.25% chlorine bleach (approved by EPA for sanitizing) mix one (1) tablespoon of bleach with two (2) gallons of water = Approx. 100 ppm chlorine. Follow the label directions for specific mixing instructions. This is a guideline only.

- Always check the strength of the sanitizer solution with a test kit.
- Solution should be used between 50-100ppm of chlorine
- Use an accurate chemical test kit when verifying a sanitizer

Handwashing & Hygienic Practices

Section 19-13-B42(p)(1)

- Use a designated handwashing sink
- Keep fingernails trimmed, filed, and maintained so the edges and surfaces are cleanable and not rough
- Keep fingers, nails, hands, and exposed portions of arms clean:
 1. Use a cleaning compound to lather for 20 seconds
 2. Rinse thoroughly with clean water
 3. Dry with sanitary towels or another approved drying device
- **When to handwash: As often as may be required to remove soil and contamination to include:**

Before:

- Starting work
- Immediately before engaging in food preparation
- Handling unwrapped single-service and single-use articles

After:

- Using the toilet
- Coughing – sneezing
- Using a handkerchief or tissue
- Tobacco use -Eating – Drinking
- Handling money
- Touching bare human body parts
- Engaging in other activities that contaminate the hands
- Caring for service animals

During:

- Food preparation as often as necessary to remove soil contamination and to prevent cross contamination when changing tasks.
- When switching between working with raw foods of animal origin and ready-to-eat foods.

Approved Source

Molluscan Shellfish source must be listed in the Interstate Certified Shellfish Shippers List and approved or acceptable by the CT Department of Agriculture, Bureau of Aquaculture.

If Shellfish is shucked it shall be kept until used in the containers in which they were received

Shell stock tags or labels shall be retained for 90 days from the date the container is emptied.

Finfish shall be commercially and legally caught or harvested.

Fluid milk and milk products shall be pasteurized and conform to Grade A standards.

Defrosting of Potentially Hazardous Foods

Section 19-13-B42(m)(2)

- **At refrigeration temperature less than or equal to 41°F.**
 - **Under cool running water 70°F or less**
 - **Quick thawed as part of the cooking process** and other methods approved by the Director of Health.
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Toxic Items

Properly stored- Labeled- Used

- Only those poisonous and toxic materials required to maintain the establishment in a sanitary condition shall be present.
 - All containers of poisonous and toxic materials shall be marked or labeled for easy identification.
 - Bactericides and cleaning compounds shall not be stored in the same area with insecticides, rodenticides, or other poisonous materials.
 - Toxic items associated with washing or sanitizing utensils may be stored in the utensil washing area.
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The Public Health Code for the State of Connecticut – Regulation of Department of Public Health:

Sanitation of Places Dispensing Foods or Beverages Sections 19-13-B42 can be located at:

www.state.ct.us/dph
