

Lesson 6: Food Safety Programs in Schools

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Lesson 6: Food Safety Programs in Schools

Introduction and Learning Objectives

The *Food Safety in Schools* training has provided basic food safety information that employees need to apply in a school nutrition program. Lesson 6 will focus on the basic requirements for a food safety program based on HACCP principles. A comprehensive written food safety program brings together all of the basic food safety practices that emphasize good food safety and prevention of foodborne illness. It focuses on three key areas: time and temperature control, personal hygiene, and prevention of contamination.

Following this lesson, participants will be able to:

1. list components of a food safety program;
2. describe the Process Approach; and
3. identify menu items that fit into the three process categories: No Cook, Same Day Service, and Complex Food Preparation.

There are other programs, such as *Developing a School Food Safety Program*, designed to provide more depth about developing and implementing a food safety program for schools. Knowledge gained from completing the *Food Safety in Schools* course will prepare participants for moving on to the next steps of implementing a food safety program in their schools.

Reheating Time/Temperature Control for Safety Foods (Sample SOP)

PURPOSE: To prevent foodborne illness by ensuring that all foods are reheated to the appropriate internal temperature.

SCOPE: This procedure applies to school nutrition employees who prepare or serve food.

KEY WORDS: Cross contamination, Temperatures, Reheating, Holding, Hot Holding

INSTRUCTIONS:

1. Train school nutrition employees on using the procedures in this SOP. Refer to the Using and Calibrating Thermometers SOP.
2. Follow state or local health department requirements.
3. If state or local requirements are based on the *FDA Food Code*, heat commercially processed, ready-to-eat foods, such as canned green beans or prepackaged breakfast burritos, to an internal temperature of at least 135 °F for 15 seconds for hot holding.
4. Reheat the following products to 165 °F for 15 seconds:
 - Any food that is cooked, cooled, and reheated for hot holding
 - Leftovers reheated for hot holding
 - Products made from leftovers, such as soup
 - Precooked, processed foods that have been previously cooled
5. Reheat food for hot holding in the following manner if using a microwave oven:
 - Heat commercially processed, ready-to-eat foods to at least 135 °F for 15 seconds
 - Heat leftovers to 165 °F for 15 seconds
 - Rotate (or stir) and cover foods while heating
 - Allow to sit for 2 minutes after heating
6. Reheat all foods rapidly. The total time the temperature of the food is between 41 °F and 165 °F may not exceed 2 hours.
7. Serve reheated food immediately or transfer to an appropriate hot holding unit.

MONITORING:

1. Use a clean, sanitized, and calibrated probe thermometer.
2. Take at least two internal temperatures from each pan of food.

CORRECTIVE ACTION:

1. Retrain any school nutrition employee found not following the procedures in this SOP.
2. Continue reheating and heating food if the internal temperature does not reach the required temperature.

VERIFICATION AND RECORD KEEPING:

School nutrition employees will record product name, time, the two temperatures/times, and any corrective action taken on the Cooking and Reheating Temperature Log. School nutrition manager will verify that school nutrition employees have taken the required reheating temperatures by visually monitoring school nutrition employees during the shift and reviewing, initialing, and dating the Cooking and Reheating Temperature Log at the close of each day. The temperature logs are kept on file for a minimum of 1 year.

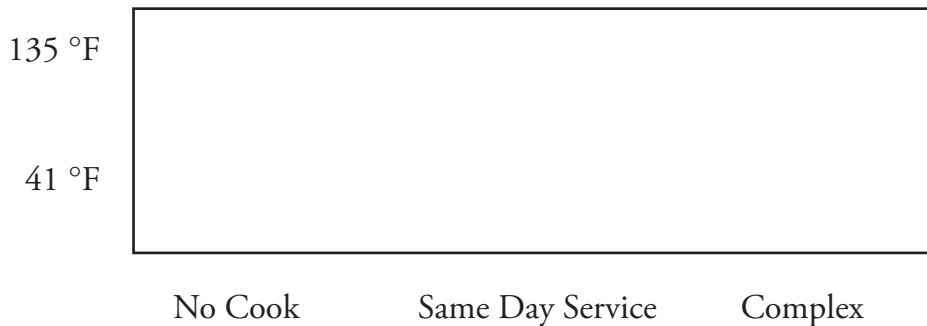
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DATE REVIEWED: _____ **BY:** _____

DATE REVISED: _____ **BY:** _____

Process Approach Overview **Video Viewing Guide**

1. The _____ approach is recommended for developing a food safety program.
2. Draw what happens to the temperatures for foods in each of the three process categories.



3. List the menu item that was used as an example of a
 - a. No Cook Item _____
 - b. Same Day Service Item _____
 - c. Complex Food Preparation Item _____

4. List the steps where temperature should be controlled.

_____ , _____ , _____

_____ , _____ , _____

_____ , _____

Key Points for Developing a Food Safety Program

1. A food safety plan is needed at each site where food is prepared and served.
2. Each site must be evaluated.
3. Menu items should be sorted into process categories.
4. Temperatures must be controlled at each process step.
5. It is important to take and record temperatures.

The Process Approach

Introduction

The Process Approach to developing a food safety program categorizes menu items into three broad preparation processes based on the number of times the food passes through the temperature danger zone. School nutrition employees must monitor foods at various steps in the foodservice process and must control temperatures to ensure food safety.

Here Are the Facts

Menu items served must be categorized into three processes: no cook, same day service, and complex preparation. No cook menu items do not go through the temperature danger zone, same day service menu items go through the temperature danger zone one time, and complex menu items pass through the temperature danger zone three times.

Application

Sort menu items based on similarity of the preparation process. Menu items within the same group share the same potential hazards.

- No cook menu items are kept cold from preparation through service.
- Same day menu items are prepared hot and served hot on the same day.
- Complex menu items are prepared hot, cooled, and possibly reheated.

Indicate the menu groupings as part of your food safety plan.

- Use a menu grouping form to show categories.
- Write the category number on each recipe card or production record.

Follow Standard Operating Procedures for all menu items prepared in your school nutrition program.

- Purchase foods from approved sources.
- Store foods properly.
- Follow proper handwashing practices.
- Verify food temperatures.
- Receive foods properly.
- Use good personal hygiene.
- Limit time food is held in the temperature danger zone.

Monitor and record time and temperatures of food throughout the foodservice process.

- For no cook menu items, monitor temperatures at receiving, storing, and holding.
- For same day service menu items, monitor temperatures at receiving, storing, cooking, and hot holding.
- For complex menu items, monitor temperatures at receiving, storing, cooking, cooling, reheating, and hot holding.

Control time and temperature of food at appropriate steps in the foodservice process.

- For no cook menu items, control temperatures during cold holding.
- For same day service menu items, control temperatures during cooking and hot holding.
- For complex menu items, control temperatures during cooking, cooling, reheating, and hot holding.

Remember, follow state or local health department requirements.

No Cook Process

Introduction

The Process Approach simplifies developing a food safety program by placing menu items into either the no cook, same day service, and complex preparation processes based on the number of times the food passes through the temperature danger zone. School nutrition employees must monitor foods at various steps in the foodservice process and must control temperatures to ensure food safety.

Here Are the Facts

Menu items in the **no cook** process do not make a complete trip through the temperature danger zone. These are items such as deli sandwiches and salads that are prepared and served cold. It is important to follow standardized recipes. If an ingredient is changed—for example cooking eggs on site rather than using precooked eggs—the item can change from a no cook item to a complex food preparation item. The no cook flow chart shows points at which temperature control is very important and points at which monitoring and recordkeeping are needed.

Application

Follow Standard Operating Procedures to control hazards for no cook menu items.

- Purchase foods from approved sources.
- Receive foods properly.
- Store foods properly, including separating food from chemicals.
- Use good personal hygiene.
- Follow proper handwashing practices.
- Prevent cross contamination.
- Follow standardized recipes.
- Limit time food is held in the temperature danger zone.
- Use a sanitized, calibrated thermometer to take food temperatures.
- Verify food temperatures during cold holding.
- Serve food so that there is no bare hand contact. Use appropriate utensils, deli paper, or single-use gloves.
- Restrict ill employees from working with food.

Monitor and record time and temperatures of ingredients and no cook menu items throughout the foodservice process.

- Check and record food temperature when food is received and during storage.
- Check and record time and temperature of food during cold holding.

Control time and temperature of no cook menu items during cold holding.

- Hold no cook menu items at 41 °F or below.
- Limit the time that no cook menu items are in the temperature danger zone.

Remember, follow state or local health department requirements.

Same Day Service Process

Introduction

The Process Approach simplifies developing a food safety program by placing menu items into three broad preparation processes based on the number of times the food passes through the temperature danger zone. These processes are no cook, same day service, and complex. School nutrition employees must monitor foods at various steps in the foodservice process and must control temperatures to ensure food safety.

Here Are the Facts

Menu items in the **same day** service process go through the temperature danger zone one time. These are items such as hamburgers, pizza, chicken nuggets, and scrambled eggs. It is important to note that the same menu items may be grouped into different processes depending on how the item is prepared and the available equipment. For example, chili could be a same day service item in one school nutrition program and a complex process item in another operation. The same day service flow chart shows points at which temperature control is very important and points at which monitoring and recordkeeping are needed.

Application

Follow Standard Operating Procedures to control hazards for same day service menu items.

- Purchase foods from approved sources.
- Receive foods properly.
- Store foods properly, including separating food from chemicals.
- Use good personal hygiene.
- Follow proper handwashing practices.
- Prevent cross contamination.
- Limit time food is held in the temperature danger zone.
- Use sanitized, calibrated thermometer to take food temperatures.
- Verify food temperatures during hot holding.
- Serve food so that there is no bare hand contact (use appropriate utensils, deli paper, or single-use gloves).
- Restrict ill employees from working with food.

Monitor and record time and temperatures of same day service menu items throughout the foodservice process.

- Check and record food temperature when food is received.
- Check and record time and temperature of food in storage.
- Check and record time and internal cooking temperatures.
- Check and record time and temperature of food during hot holding.

Control time and temperature of same day service menu items during cooking and hot holding.

- Cook same day service menu items to the appropriate internal cooking temperatures.
For example, chicken should be cooked to 165 °F for 15 seconds and hamburger patties should be cooked to 155 °F for 15 seconds.
- Hold same day service menu items at 135 °F or above.
- Limit the time that same day service menu items are in the temperature danger zone.

Remember, follow state or local health department requirements.

Complex Process

Introduction

The Process Approach simplifies developing a food safety program by placing menu items into three broad preparation processes based on the number of times the food passes through the temperature danger zone. These processes are no cook, same day service, and complex. School nutrition employees must monitor foods at various steps in the foodservice process and must control temperatures to ensure food safety.

Here Are the Facts

Menu items in the **complex** process go through the temperature danger zone, during cooking, cooling, and when foods are reheated. Examples of these items will vary in different schools, but may include turkey roasts, taco meat, chili, and leftovers. It is important to note that the same menu items may be grouped into different processes depending on how the item is prepared and the available equipment. For example, chili could be a complex item in one school nutrition program and a same day service process item in another program.

The complex food preparation process include foods that require time and temperature control and have been cooled. The complex menu item flow chart shows points at which temperature control is very important and points at which monitoring and recordkeeping are needed.

Application

Follow Standard Operating Procedures to control hazards for complex menu items.

- Purchase foods from approved sources.
- Receive foods properly.
- Store foods properly, including separating food from chemicals.
- Use good personal hygiene.
- Follow proper handwashing practices.
- Prevent cross contamination.
- Limit time food is held in the temperature danger zone.
- Use sanitized, calibrated thermometer to take food temperatures.
- Verify food temperatures during cooking, cooling, reheating, and hot holding.
- Serve food so that there is no bare hand contact. Use appropriate utensils, deli paper, or single-use gloves.
- Restrict ill employees from working with food.

Monitor and record time and temperatures of complex menu items throughout the foodservice process.

- Check and record food temperature when food is received.
- Check and record time and temperature of food in storage.
- Check and record time and internal cooking temperatures.
- Check and record time and temperature of food during cooling.
- Check and record time and temperature of food during reheating.
- Check and record time and temperature of food during hot holding.

Control time and temperature of complex menu items during cooking, cooling, reheating, and hot holding.

- Cook complex service menu items to the appropriate internal cooking temperatures. For example, chicken should be cooked to 165 °F for 15 seconds and hamburger patties should be cooked to 155 °F for 15 seconds.
- Cool food properly.
 - Cool food from 135 °F–70 °F in 2 hours.
 - Cool food from 70 °F–41 °F in an additional 4 hours.
 - Use immediate and appropriate corrective actions when cooling guidelines are not met.
- Reheat food to 165 °F for 15 seconds within 2 hours.
- Hold complex menu items at 135 °F or above.
- Limit the time that complex menu items are in the temperature danger zone.

Take corrective action to make sure that cleaning and sanitizing is done properly.

- Wash, rinse, and sanitize dirty food contact surfaces.
- Sanitize food contact surfaces if it cannot be determined if they have been sanitized properly.
- Discard food that comes in contact with food contact surfaces that have not been sanitized properly.

Menu Items by Process Category

Directions: Place a check mark in the appropriate column of the Food Preparation Process for the menu item as it is prepared in your operation. If you have more than one school present, select one school to complete this activity.

Menu Item	No Cook	Same Day Service	Complex Food Preparation
Egg patty			
Milk			
Nachos with meat and cheese			
Stacked turkey with Swiss on bun			
Seasoned corn			
Baked potato wedges			
Breakfast pizza			
Hot dogs			
Lettuce			
Spaghetti sauce			
Tacos			
Bean burritos			
Cole slaw			
Baked beans			
French toast sticks			
Sliced baked turkey			
Mashed potatoes			
Green garden salad			
Tuna salad sandwiches			
BBQ pork sandwich			
Scrambled eggs			
Fresh apple			
Hot rolls			