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| **Personnel**  | **Corrective Action** |
| Employees with illnesses, cuts, and infections are restricted from handling food & utensils |  |
| Employees are using designated areas for eating, using tobacco, storing drinks & personal items |  |
| Employees are washing their hands when needed at a designated hand sink |  |
| **Employee Hygiene**  | **Corrective Action** |
| All hand sinks are accessible and stocked with soap & paper towels |  |
| Jewelry is limited to plain ring and hair restraints are worn |  |
| Employees are using single-use gloves or utensils when handling ready-to-eat foods (no bare-hand contact) |  |
| Employee clothing is clean  |  |
| Employees are not using cloth towels to wipe hands or utensils |  |
| **Food Temperature** | **Corrective Action** |
| Accurate thermometers are visible in hot and cold hold food units and accurate |  |
| Stem thermometers are available and calibrated |  |
| Potentially hazardous cold foods are held at 41°F or below | Food Item: \_\_\_\_\_\_\_\_\_\_\_\_\_\_Temp:\_\_\_\_\_\_ °F |
| Potentially hazardous hot foods are held at 135°F or above | Food Item: \_\_\_\_\_\_\_\_\_\_\_\_\_\_Temp:\_\_\_\_\_\_ °F |
| Potentially hazardous foods are reheated rapidly to 165°F within 2 hours | Food Item: \_\_\_\_\_\_\_\_\_\_\_\_\_\_Temp:\_\_\_\_\_\_ °F |
| Potentially hazardous foods are being cooled using approved rapid cooling methods  | Food Item: \_\_\_\_\_\_\_\_\_Time: \_\_\_\_\_Temp:\_\_\_\_\_\_ °F  |
| Cooling foods meet cooling parameters (135°F to 70°F within 2 hours, 70°F to 41°F or below within 4 hours) | Food Item: \_\_\_\_\_\_\_\_\_Time: \_\_\_\_\_Temp:\_\_\_\_\_\_ °F Food Item: \_\_\_\_\_\_\_\_\_Time: \_\_\_\_\_Temp:\_\_\_\_\_\_ °F  |
| Final cook temperatures are being checked by staff | Food Item: \_\_\_\_\_\_\_\_\_\_\_\_\_\_Temp:\_\_\_\_\_\_ °F |
| Potentially hazardous foods are properly thawed |  |
| **Food Safety** | **Corrective Action** |
| Food is from an approved source  |  |
| Food is protected from contamination |  |
| Single-use items and utensils are stored inverted |  |
| Food, food equipment & single service items are stored 6 inches off the floor |  |
| Raw items are stored below other foods: Ready to Eat/Produce/Fish/Beef/Poultry |  |
| All food is covered (when required), labeled and date marked  |  |
| Consumer advisory is on menu or posted  |  |
| **Equipment**  | **Corrective Action** |
| Cutting boards and other in-use equipment is washed, rinsed, and sanitized every four hours and when tasks change |  |
| Exhaust hood and filters are clean |  |
| All equipment is clean & in good repair |  |
| **Sanitation** | **Corrective Action** |
| Chemical test kit is available for checking sanitizing solutions | Sanitizer: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ PPM:\_\_\_\_\_\_  |
| Warewash and food prep sinks are cleaned and sanitized before and after use |  |
| 3-compartment warewash sink set-up is: Wash→Rinse→Sanitize→Air Dry |  |
| Wiping cloth sanitizer concentration is within correct range | Sanitizer: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ PPM:\_\_\_\_\_\_  |
| Wiping clothes are stored in wiping cloth buckets & stored off the floor |  |
| **Facility** | **Corrective Action** |
| Floors, walls & ceilings are kept clean & in good repair |  |
| Restrooms are stocked with toilet paper, soap, paper towels & covered waste receptacle (where required) |  |
| Toxic chemicals are labeled and stored separately from food & utensils |  |
| There is **NO** evidence of pests (e.g. rodents/cockroaches/flies) |  |
| Plumbing is in good working order (hot and cold water under pressure, backflow protection) |  |
| Adequate lighting must be provided and covered with shatter resistant covering |  |
| Dumpster lids kept closed and dumpster area kept clean |  |

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| **EVENTS THAT MAY REQUIRE IMMEDIATE CLOSURE:** No/expired food license, fire, sewage back-up, no running water, no hot water, no electricity, utility interruptions, inability to clean & sanitize, evidence of pests. | **IMMEDIATELY NOTIFY THE HEALTH DEPARTMENT ENVIRONMENTAL HEALTH 414.479.8936** |

Additional Comments: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_