



Policy and Procedure # 460

Food and Nutrition Safety and Services

Approval: _____ Effective Date: 5/9/24

POLICY:

EFI will assist all clients in maintaining sanitary food service environments and in purchasing and preparing healthful food products that meet accepted nutritional standards. When possible, EFI will provide accommodations for clients who require special or modified diets.

REFERENCE: WAC 246-215
WAC 246-217

PROCEDURE:

1. Whenever possible, employees will encourage and assist clients to play an active role in meal planning, grocery shopping and meal preparation.
2. When handling client foods;
 - a. Employees are required to wash their hands before handling food and as needed while handling food.
 - b. Wear gloves, do not handle ready-to-eat foods at any time without gloves.
 - c. Change gloves as needed to avoid cross contamination.
3. Employees must not work in or around any place where unwrapped or unpackaged food or beverage products are prepared or served if they know themselves to have:
 - a. A symptom of gastrointestinal infection such as diarrhea, vomiting, or jaundice.
 - b. A diagnosed infection by a disease agent that can be transmitted from a food employee through food, including Salmonella spp., shiga toxin-producing Escherichia coli, or hepatitis A virus.
 - c. A lesion that appears inflamed or contains pus, such as a boil or infected wound unless covered by an impermeable bandage or other dressing and food safe gloves.
4. Ensure safe cooking temperatures are reached and maintained.
 - a. Keep hot food hot - at or above 140 °F
 - b. Keep cold food cold - at or below 40 °F
 - c. Foods should be reheated thoroughly to a minimum internal temperature of 165 °F
 - d. When storing food, use a shallow containers for quick cooling and refrigerate at 40 °F or below



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5. Employees must clean, maintain and sanitize all surfaces that have or will come in contact with cooked or uncooked food items. Health and safety will be maintained by correctly handling, separating, packaging and labeling all food items.
6. When using household chemicals, such as cleaning products, follow the safety directions on the product labels. Household chemicals must be stored away from food preparation and serving areas to prevent contamination.
7. Suspected food poisoning or other food borne illnesses must be reported immediately to a supervisor or the AOC. Signs of food borne illness or food poisoning include:
 - a. stomach cramps, Nausea, diarrhea and vomiting, Multiple clients developing similar symptoms after sharing the same foods.

Important: foods suspected of causing food poisoning must be preserved for possible testing.