

HACCP HELP – SEPTEMBER 2023

Food Safety Training

School nutrition program staff who are not the authorized representative or food service director must complete three hours of KSDE-approved food safety training within six months of hire and every five years thereafter. This includes any employee with daily responsibilities related to food service. The authorized representative and food service director must complete eight hours of KSDE-approved food safety training within 30 days of their start date and every five years thereafter.

A list of approved food safety trainings is available at <https://cnw.ksde.org>, SNP, SNP Food Service Facts, Chapter 23: Professional Standards, Personnel Guidelines, & Professional Development.

Share Tables

A “share table” can reduce the amount of waste and may be used for unopened packaged food items that students do not consume. Share table items must be discarded at the end of their safe food expiration. Food or beverage items left on the share table may be returned to appropriate storage, then:

- Served to students on the share table at another meal.
- Given to school personnel to serve to students at school.
- Served to students and claimed for reimbursement during another meal (USDA SP 41-2016).
- Donated to charitable institutions, food banks, and government-supported facilities, such as correctional facilities, child welfare facilities, homes for senior populations, institutions for the physically or mentally ill, or similar qualifying institutions.

Proper Glove Use

The Kansas Food Code prohibits bare-hand contact with ready-to-eat foods. Ready-to-eat foods are those that are already rinsed, prepared, and/or cooked, such as cooked chicken nuggets, baked goods, deli meats, and rinsed fresh fruits and vegetables. To handle ready-to-eat foods, staff should use suitable utensils, such as:

- Single-use gloves approved for use in food service,
- Deli tissue,
- Foil wrap, or
- Tongs, spoodles, spoons, or spatulas.



One of the most common errors made by people who wear single-use gloves is to leave them on as if they magically repel all dirt and bacteria. A pair of single-use food gloves should only be used for one food handling task at a time. Hands should be washed and gloves changed:

- Before handling ready-to-eat foods,
- When a glove is torn or damaged, or
- When interruptions occur and/or a glove becomes soiled.

Hair Restraints

The wearing of hair restraints is a Kansas Food Code requirement and applies to anyone who handles food or clean equipment. The hair restraint should keep all hair, including beards, bangs, and ponytails, from contacting exposed food, clean equipment, and clean utensils.

There are several acceptable hair restraints including hairnets, surgical type caps, baseball caps, do-rags, skull caps, and chef hats. For facial hair, there are specially designed beard restraints. Stricter local policies can disallow some options.



Rinsing Fresh Produce

Fresh fruits and vegetables should be rinsed before eating, cutting, or cooking. Rinsing removes some of the microorganisms on the surface of the food and reduces the risk of foodborne illness.

Reminders for rinsing fresh produce:

- Rinse in cool running tap water.
- "Fruit and vegetable cleaners" or other substances are not necessary.
- Very cold water is not recommended – it may drive microorganisms into thin-skinned produce.
- Scrub tough-skinned fruits and vegetables (ex: melons or potatoes) with a vegetable brush under cool running water.
- Gently soak delicate fruits and vegetables (ex: lettuce or berries) for a minute then rinse thoroughly.
- Packaged fruits and vegetables labeled "ready-to-eat," "washed," or "triple washed" do not need to be rinsed again.
- Bananas do not need to be rinsed unless they will be cut in sections with the peel on.



When to Take & Record Temperatures

School nutrition programs are required to take and record the temperatures of time/temperature control for safety (TCS) foods at certain intervals to show proof the food has been kept safe throughout production and service. Take and record the temperatures of both hot and cold TCS foods at the following intervals:

- 1) After preparation (cooking or cold prep) and upon entering a holding unit (if applicable).
- 2) After exiting a hot or cold holding unit and entering the serving line.
- 3) Between serving periods if service time is long.
- 4) At the end of the last serving period. If no food is remaining, record "NL" for no leftovers.



Thermometer Calibration

Thermometers require periodic adjustments and must be calibrated every two weeks in school nutrition programs. This video demonstrates how to calibrate a bimetallic stemmed thermometer:

<https://vimeo.com/179793403>



Monitoring Product Dates

The dates used on food products can help determine safety and quality, but the many types of dates used can be confusing. Dates often used on packaged foods include:

- "Use-By" dates: The last date for safe use of the product.
- "Sell-By" dates: Indicates how long a supplier can offer the product for sale. It is not a safety date, but the product should be purchased before the date expires. After the date passes, the product can still be safe to use within a recommended storage time for the product, if handled properly.
- "Best if Used By (or Before)" dates: The date recommended for best flavor or quality of the product.

Locally Sourced Produce

Foods for child nutrition programs can be obtained from a variety of sources, including locally grown fruits and vegetables from family, community, and/or on-site school gardens. A letter must be on file from each supplier/vendor stating that they follow safe food handling practices. A sample letter to request information from growers/suppliers is available at <https://cnw.ksde.org>, Farm to Plate, F2P Guidance, Farm to School Sample Vendor Letter.



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