



Food Establishment Self-Inspection Checklist

Checklist Completed By:	Date:	Time:		
S = SATISFACTORY N = NEEDS IMPROVEMENT C = NEEDS IMMEDIATE CORRECTION				
Note: The items that are bolded are priority violations that require immediate correction.				
FOOD RECEIVING AND STORAGE PRACTICES	S	N	C	ACTION TAKEN
Food items are received from approved sources.				
Food is wholesome and in good condition.				
Upon receipt, foods are temped and stored at proper temperatures.				
Food is labeled and stored above the floor.				
Food storage rooms are clean and organized.				
COLD STORAGE OF FOOD	S	N	C	ACTION TAKEN
Cold foods are stored or displayed at 41°F or below.				Food: _____ Temp: _____ °F
Prepared time/temperature control for safety food (TCS) has date and time labels for cooling.				
Prepared or opened TCS food held > 24 hours date marked for no more than 7 days and held ≤ 41°F (add a of max 6 days from date of prep or opening).				
Proper disposition of returned, previously served, reconditioned, and unsafe food.				
Refrigerator temperatures are 41°F or below, and thermometers are present and visible.				Date: _____ Temp: _____ °F
Frozen foods are frozen solid.				
Food products protected by food grade containers/covers.				
No direct bare hand contact with ready-to-eat food.				
COOKING AND SERVICE	S	N	C	ACTION TAKEN
Hot TCS food held at 135°F or above.				
Cold TCS food held at 41°F or below.				
Time as a public health control in place – TCS food cooked, served, or discarded at end of 4 hours (no raw eggs for highly susceptible population). Written procedures available for review by staff and MCDH.				
Sliced beef, steaks, pork, fish, and cook to order eggs cooked to 145°F for 15 seconds.				Food: _____ Temp: _____ °F
Ground meat and pooled eggs for later service are cooked to 155°F for 15 seconds.				Food: _____ Temp: _____ °F
Poultry, stuffed meat and pasta, TCS food cooked in microwaves, and previously prepared and cooled foods are cooked or reheated to 165°F for 15 seconds within 2 hours using stoves, ovens, grills, or microwaves only. Reheating to 165°F for hot holding or any temperature for individual orders.				Food: _____ Temp: _____ °F
Thermometers are calibrated.				
Thermometers used to verify food temperatures at all preparation steps.				
Consumer advisory provided for raw or undercooked food (on menu or posted).				
CHECKLIST CONTINUED ON BACK				

EMPLOYEE PRACTICES AND TRAINING	S	N	C	ACTION TAKEN
Employees wear clean clothing and effective hair restraints. Fingernails are trimmed, filed, and clean.				
Employees preparing food are not wearing jewelry on arms or hands (exception: plain band rings).				
Hand sinks accessible, in good repair, and stocked with soap and paper towels.				
Employees wash hands only at designated hand sinks, and barriers are used to turn off faucets and to open door handles.				
Employees wash hands before starting work and after breaks.				
Employees use good hygiene practices while handling food.				
Employees observed washing hands between tasks (handling raw meats, garbage, mop, etc.).				
Employees free of any illness, cuts, or infections.				
Employees do not eat, drink, or smoke in food preparation, food service, and food storage areas.				
Food Protection Manager(s) onsite supervising food staff.				Name: _____
Food handlers complete food handler training within 30 days of employment.				
KITCHEN AND EQUIPMENT	S	N	C	ACTION TAKEN
Sanitizing rinse at 3 compartment sink is at proper concentration and test kits are onsite.				Water Concentration: _____ ppm chlorine / quat / iodine
Dishwasher final rinse at proper sanitizer concentration or temperature with test kit or thermometer present.				Water Concentration: _____ ppm chlorine Water Temperature: _____ °F
Chemicals are labeled and stored separate or below food and single service items.				
All food equipment is clean and in good repair.				
Food service sinks are cleaned and sanitized before use.				
All food equipment is washed, rinsed, and sanitized after use.				
FACILITY	S	N	C	ACTION TAKEN
Water from an approved source.				
Hot and cold running water under pressure during all hours of operation.				
Proper sewage and waste disposal.				
Proper plumbing for equipment (open site drain, air gaps, back flow prevention device).				
Effective pest control in use, doors and windows closed, and free of insect and rodent infestations.				
Dumpster lids kept closed and dumpster area kept clean.				
Walls, floors, and ceilings kept clean and in good repair.				
Restrooms cleaned and stocked with soap, paper towels, and waste can; and women's restroom has lidded receptacle for feminine sanitary products.				
EVENTS THAT MAY REQUIRE IMMEDIATE CLOSURE	S	N	C	ACTION TAKEN
Fire, sewage backup, no hot/cold running water, no electricity, utility interruptions, and inability to clean and sanitize.				IMMEDIATELY contact MCDH at 815-334-4585

Additional Comments:	