

FDA-Baseline Data Collection Form

Date:

Time In:

Time Out:

Inspector:

Establishment:

Manager:

Physical Address:

City:

Industry Segment:

State:

Zip:

County:

Facility Type:

Certified Food Protection Manager present: YES NO

STATUS OF OBSERVATIONS:

IN = Item found in compliance (**IN** Compliance marking must be based on actual observations)

OUT = Item found out of compliance (**OUT** of Compliance marking must be based on actual observations)

NO = Not observable (**NO** marking is made when the data item is part of the establishment's operation or procedures, OR is seasonal and is not occurring at the time of the inspection)

NA = Not applicable (**NA** marking is made when the data item is NOT part of the establishment's operation or procedures)

CDC RISK FACTORS

CDC RISK FACTOR - FOODS FROM UNSAFE SOURCE

FOOD SOURCE

STATUS 1. Approved Source

IN OUT A. All food from Regulated Food Processing Plants/ No home prepared/canned foods

IN OUT NA B. All Shellfish from NSSP (National Shellfish Sanitation Program) listed sources. No recreationally caught shellfish received or sold

IN OUT NA NO C. Game, wild mushrooms harvested with approval of Regulatory Authority

STATUS 2. Receiving / Sound Condition

IN OUT A. Food received at proper temperatures/ protected from contamination during transportation and receiving/food is safe, unadulterated

STATUS 3. Records

- IN OUT NA NO** A. Shellstock tags/labels retained for 90 days from the date the container is emptied
- IN OUT NA NO** B. As required, written documentation of parasite destruction maintained for 90 days for Fish products
- IN OUT NA** C. CCP monitoring records maintained in accordance with HACCP plan when required

****CDC RISK FACTOR-INADEQUATE COOK****

PATHOGEN DESTRUCTION**STATUS 4. Proper Cooking Temperature Per Potentially Hazardous Food (PHF)**

(NOTE: Cooking temperatures must be taken to make a determination of compliance or non-compliance. Do not rely upon discussions with managers or cooks to make a determination of compliance or non-compliance. If one food item is found out of temperature, that PHF category must be marked as OUT of compliance.)

- IN OUT NA NO** A. Raw shell eggs broken for immediate service cooked to 145°F (63°C) for 15 seconds. Raw shell eggs broken but not prepared for immediate service cooked to 155°F (68°C) for 15 seconds
- IN OUT NA NO** B. Comminuted Fish, Meats, Game animals cooked to 155°F (68°C) for 15 seconds
- IN OUT NA NO** C. Roasts, including formed roasts, are cooked to 130°F (54°C) for 112 minutes or as Chart specified and according to oven parameters per Chart *(NOTE: This data item includes beef roasts, corned beef roasts, pork roasts, and cured pork roasts such as ham).*
- IN OUT NA NO** D. Poultry; stuffed fish, stuffed meat, stuffed pasta, stuffed poultry, stuffed ratites, or stuffing containing fish, meat, poultry or ratites cooked to 165°F (74°C) for 15 seconds
- IN OUT NA NO** E. Wild game animals cooked to 165°F (74°C) for 15 seconds
- IN OUT NA NO** F. Raw animal foods cooked in microwave are rotated, stirred, covered, and heated to 165°F (74°C). Food is allowed to stand covered for 2 minutes after cooking
- IN OUT NA NO** G. Ratites, injected meats are cooked to 155°F (68°C) for 15 seconds.
- IN OUT NA NO** H. All other PHF cooked to 145°F (63°C) for 15 seconds, including fish and pork.

STATUS 5. Rapid Reheating For Hot Holding

- IN OUT NA NO** A. PHF that is cooked and cooled on premises is rapidly reheated to 165°F (74°C) for 15 seconds for hot holding
- IN OUT NA NO** B. Food reheated in a microwave is heated to 165°F (74°C) or higher
- IN OUT NA NO** C. Commercially processed ready to eat food, reheated to 135°F (57°C) or above **for hot holding**
- IN OUT NA NO** D. Remaining unsliced portions of roasts are reheated for hot holding using minimum oven parameters

STATUS 6. Food & food preparation for highly susceptible populations

(NOTE: These items pertain specifically to those facilities that serve Highly Susceptible Populations as defined in the Food Code. Establishments would include such facility types as Hospitals, Nursing Homes and Elementary Schools.)

- IN OUT NA** A. Prepackaged juice/beverage containing juice with a warning label (21 CFR, Section 101.17(g)) not served.
- IN OUT NA** B. Pasteurized eggs or egg products substituted for raw shell eggs in preparation of foods that are not cooked to minimum required temperatures, (specified in Section 4.0 of this Baseline Form), unless cooked to order & immediately served; broken immediately before baking and thoroughly cooked; or included as an ingredient for a recipe supported by a HACCP plan that controls Salmonella Enteritidis.
- IN OUT NA** C. Raw or partially cooked animal food and raw seed sprouts not served.

****CDC RISK FACTOR - IMPROPER HOLD****

LIMITATION OF GROWTH OF ORGANISMS OF PUBLIC HEALTH CONCERN

STATUS 7. Proper Cooling Procedure *(NOTE: Record any temperature above 41°F (5 °C) on blank lines. Production documents as well as statements from managers, person-in-charge (PIC), and employees, regarding the time the cooling process was initiated, may be used to supplement actual observations.)*

- IN OUT NA NO** A. Cooked PHF is cooled from 135°F (57°C) to 70°F (21°C) within 2 hours **and** from 135°F (57°C) to 41°F (5°C) or below within 6 hours
- IN OUT NA NO** B. PHF (prepared from ingredients at ambient temperature) is cooled to 41°F (5°C) or below within 4 hours
- IN OUT NA NO** C. Foods received at a temperature according to law are cooled to 41°F (5°C) within 4 hours

STATUS 8. Cold Hold (41°F (5°C))

(NOTE: For the purposes of this Baseline, 41° F (5°C) or below will be used as the criteria for assessing all PHF that are maintained/held cold.) If one product is found out of temperature the item is marked OUT of compliance.)

IN OUT A. PHF is maintained at 41°F (5°C) or below, except during preparation, cooking, cooling or when time is used as a public health control. *(Record products and temperatures in the space below.)*

STATUS 9. Hot Hold (135° F (57°C))

IN OUT NA NO A. PHF is maintained at 135°F (57°C) or above, except during preparation, cooking, or cooling or when time is used as a public health control.

IN OUT NA NO B. Roasts are held at a temperature of 130°F (54°C) or above

STATUS 10. Time as Public Health Control/ Date Marking

IN OUT NA NO A. Ready-to-eat PHF held for more than 24 hours is date marked as required (prepared on-site)

IN OUT NA NO B. Discard RTE PHF and/or opened commercial container exceeding 7 days at ≤ 41°F (5°C)

IN OUT NA NO C. Opened Commercial container of prepared ready-to-eat PHF is date marked as required

IN OUT NA NO D. When time only is used as a public health control, PHF food served within 4 hours as required

****CDC RISK FACTOR-CONTAMINATED EQUIPMENT****

PROTECTION FROM CONTAMINATION**STATUS 11. Separation / Segregation / Protection**

IN OUT NA NO A. Food is protected from cross contamination by separating raw animal foods from raw ready-to-eat food and by separating raw animal foods from cooked ready-to-eat food

IN OUT NA NO B. Raw animal foods are separated from each other during storage, preparation, holding, and display

IN OUT C. Food is protected from environmental contamination – critical items

IN OUT D. After being served or sold to a consumer, food is not re-served

STATUS 12. Food-Contact Surfaces

(NOTE: This item will require some judgment to be used when marking this item IN or OUT of compliance. This item should be marked OUT of compliance if observations are made that supports a pattern of non-compliance with this item. One dirty utensil, food contact surface or one sanitizer container without sanitizer would not necessarily support an OUT of compliance mark. You must provide notes concerning an OUT of compliance mark on this item.)

IN OUT A. Food-contact surfaces and utensils are clean to sight and touch and sanitized before use

****CDC RISK FACTOR-POOR PERSONAL HYGIENE****

PERSONNEL**STATUS 13. Proper, Adequate Handwashing**

IN OUT NO A. Hands are clean and properly washed when and as required

STATUS 14. Good Hygienic Practices

IN OUT NO A. Food Employees eat, drink, and use tobacco only in designated areas / do not use a utensil more than once to taste food that is sold or served / do not handle or care for animals present. Food employees experiencing persistent sneezing, coughing, or runny nose do not work with exposed food, clean equipment, utensils, linens, unwrapped single-service or single-use articles

STATUS 15. Prevention of Contamination From Hands

IN OUT NA NO A. Employees do not contact exposed, ready-to-eat food with their bare hands. *(NOTE: In determining the status of this data item, an assessment of alternative methods when otherwise approved is to be made to determine implementation in accordance with the guidelines contained in Annex 3, 2009 Food Code, page 61.)*

STATUS	16. Handwash Facilities
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IN OUT

A. Handwash facilities conveniently located and accessible for employees

IN OUT

B. Handwash facilities supplied with hand cleanser / sanitary towels / hand drying Devices

STATUS	17. Employee Health Policy
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IN OUT

A. Facility has a **policy** that is consistent with 2-201 of the Food Code for excluding and restricting employees on the basis of their health and activities as they relate to diseases that are transmissible through food. **Policy** includes employees' responsibility to notify management of symptoms and illnesses identified in the Food Code.

****CDC RISK FACTOR - OTHER****

FOREIGN SUBSTANCES

STATUS

IN OUT NA

A. If used, only approved food or color additives. Sulfites are not applied to fresh fruits and vegetables intended for raw consumption

IN OUT

B. Poisonous or toxic materials, chemicals, lubricants, pesticides, medicines, first aid supplies, and other personal care items are properly identified, stored and used

IN OUT NA

C. Poisonous or toxic materials held for retail sale are properly stored
