



## Basic Food Establishment Guidelines

Johnson County adopted a Food Ordinance as an addition to the Johnson County Code of Health Regulations effective July 1, 2010. Food establishments (except non-profits) need to secure a food permit, food safety training certificate, acceptable inspection and new establishment/ major modification plan review, and pay Permit Fees to operate in Johnson County. Learn more at [www.johnsoncountyhealth.org](http://www.johnsoncountyhealth.org). The following are basic guidelines for food establishments based on MO Food Code. This is not a complete list.

### 1. Water Source

- a. Potable
- b. Hot and cold running water
- c. Private water sources require bacteriological testing and state lab approval

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### 2. Walls/ Ceilings/ Floors

- a. Materials smooth, nonabsorbent and easily cleanable
- b. In good repair, with all junctures sealed
- c. Permanent fixtures should be spaced for easy cleaning

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### 3. Restrooms

- a. Self-closing door
- b. Hand Sink (hot/ cold running water, soap, single use towels, signage, waste collection)
- c. Wastewater handling that meets Johnson County Code of Health Regulations
- d. Sufficient ventilation
- e. Trash can with lid

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### 4. Utility/ Mop/ Service Sink

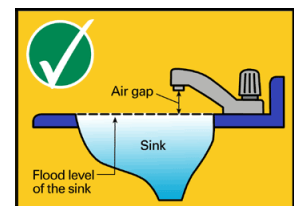
- a. Utility/ Mop/ Service sink or curbed floor drain in place for handling wastewater
- b. Utility/ Mop/ Service Sink provides hot and cold running water
- c. Air-gap and backflow prevention devices in place



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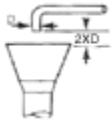
### 5. Hand Sink

- a. Hand sinks provided in the following areas:
  - i. Food preparation area(s)
  - ii. Dishwashing area(s)
  - iii. Busing, wait station, service area(s)
  - iv. Bar area(s)
- b. Hand sinks provide hot water with a temperature of at least 100°F
- c. Hand washing sink is properly supplied (soap, single use towels, waste collection, signage)
- d. Air-gap and backflow prevention devices in place



6. Three Compartment Dish Washing System

- a. Three compartment sink (see illustration on pg.4)
  - i. 1<sup>st</sup>- remove trash and debris, 2<sup>nd</sup>- wash with hot soapy water, 3<sup>rd</sup>- rinse with hot water, 4<sup>th</sup>- chemically sanitize in warm water, and 5<sup>th</sup>- allow items to air dry.
- b. Hot and cold running water and drain stoppers provided/ supplied to all compartments
- c. Adequate space provided to air dry all items
- d. Air-gap and backflow prevention devices in place



7. Mechanical Dish Washing System

- a. Adequate space provided to air dry all items
- b. Air-gap and backflow prevention devices in place
- c. Dishwashing machine provides a final hot water rinse of 160°F or greater
- d. Dishwashing machine sanitizes with a chemical sanitizer



8. Test Strips for Chemical Sanitizer

- a. Test strips provided for sanitizer concentration
  - i. Chlorine sanitizer solution: mix 1 gallon warm water w/ 1 teaspoon chlorine bleach
- b. Buckets/ spray bottles for wiping clothes provided with proper concentration sanitizer



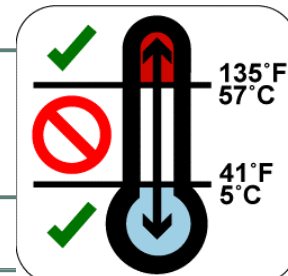
9. Temperature Measuring Devices

- a. Located in hot and cold holding units (serving equipment and refrigeration)
- b. Available for food monitoring (0°-220°F)

10. Refrigeration/ Freezer Units

- a. Potentially hazardous food is held at 41°F or below
- b. Freezer holds foods frozen

11. Hot Holding Units hold food at 135°F or above



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12. Storage Areas

- a. Easily cleanable, non-absorbent and properly constructed
- b. Shelving provided to store all items
- c. Food and food related items stored 6 inches above floor

13. Food Contact Surface

- a. Good condition, non-absorbent, smooth and easily cleanable
- b. Clean to sight/ touch and sanitized

14. Equipment

- a. Maintained in good condition
- b. Spaced for easy cleaning
- c. NSF rated



15. Non-food Contact Surfaces clean to sight and touch

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16. Toxic Materials

- a. Storage location away from food and food related items
- b. Proper labeling
- c. Approved for use in food establishments

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17. Ventilation

- a. Hood system clean and adequate to remove smoke, fumes and odors

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18. Drink Ice

- a. From approved source, made from potable water, handled like food
- b. Clean, sanitary NSF container
- c. Ice scoop handled properly (NO bare hand contact; stored to prevent contamination)

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19. Pest Control

- a. Establishment free from rodents and insects
- b. Professional pest control provided
- c. Outer openings properly protected and pest control barriers in place

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20. Lighting

- a. Adequate lighting provided over food prep, utensil washing and storage areas
- b. Light fixtures properly shielded in food prep and storage areas

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21. Refuse

- a. Trash receptacle provided with a tight fitting lid
- b. Maintained in good condition
- c. Wastewater handling that meets Johnson County Code of Health Regulations

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22. Consumer Advisory

- a. Consumer Advisory must be in place if customers may order eggs, meat and other items undercooked (rare, med-rare, raw)

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23. Employee Health

- a. Policy to report illness (vomiting/ diarrhea) is communicated to establishment's staff
- b. Proper use of reporting restriction and exclusion

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24. Control of Hands as a Vehicle of Contamination

- a. Clean condition, cleaning procedures, when to wash and where to wash
- b. NO bare hand contact with ready to eat foods



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25. Demonstration of Knowledge

- a. Designated Person-In-Charge (PIC)
- b. Food Safety Training Certification
- c. Person-In-Charge is able to demonstrate knowledge of MO Food Code

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26. Good Hygienic Practices

- a. Eating, tasting, drinking or tobacco use
- b. Discharges from eyes, nose or mouth
- c. Properly attired (No open toed shoes, hair protection, clean clothing)

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27. Approved Source

- a. Food obtained from approved source
- b. Receiving temperature/ condition (refrigerated items <41°F)
- c. Records: HACCP documentation if applicable

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28. Protection from Contamination (see Food Safety Guidelines brochure for more specific information)

- a. Food segregated, separated and protected (NO raw food storage over ready-to-eat foods)
- b. Food contact surfaces cleaned & sanitized; after each use and between foods
- c. Preventing contamination from equipment (clean & sanitized equipment used)
- d. Discarding/ reconditioning unsafe food (discard hot hold items at end of day)
- e. In-use utensils time & temperatures (stored with handle above food <4hrs)

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29. Potentially Hazardous Foods Time & Temperature

- a. Proper cooking, time and temperature (see Food Safety Guidelines brochure)
- b. Hot Holding (> 135°F) (discard hot hold items at end of day)
- c. Cold Holding (< 41°F)
- d. Date marking and disposition (food name and date for disposition)

