Ohio Supplement to the ServSafe® Manager Online Course

Online Students: This document includes Ohio-specific content that you are required to know. In addition to the information presented in the course, you must also review the information in this document in order to be certified in Ohio.

	Topic	Ohio Requirement
1.	**Person in Charge (PIC)**	The FDA *Food Code* requires the person in charge of a foodservice operation to become a Certified Food Protection Manager. However, this is *not* a requirement within the state of Ohio. However, Ohio does require each risk level III and risk level IV food service operation and retail food establishment to have at least one employee that has supervisory and management responsibility and the authority to direct and control food preparation and service to obtain the manager certification in food protection.
2.	**Food Microbiology Terms**	To understand foodborne illness, it's important to understand two terms: *Foodborne Infection* and *Foodborne Intoxication.* **Foodborne Infection** • The result of a person eating food containing pathogens, which then grow in the intestines and cause illness. • Typically, symptoms of a foodborne infection do not appear immediately. **Foodborne Intoxication** • The result of a person eating food containing toxins (poisons) that cause an illness. • The toxins may have been produced by pathogens found on the food or may be the result of a chemical contamination. • The toxins might also be a natural part of a plant or animal consumed. • Typically, symptoms of foodborne intoxication appear quickly, within a few hours.
3.	**Symptoms Associated with the Big Six Pathogens**	The symptoms of foodborne illness vary depending on the illness. Here are some specific symptoms associated with the Big Six pathogens: **Bacteria:** Shiga toxin-producing *Escherichia coli* **Illness:** Hemorrhagic colitis **Most Common Symptoms:** • Diarrhea (eventually becomes bloody) • Abdominal cramps • Kidney failure (in severe cases) **Bacteria:** Nontyphoidal *Salmonella* **Illness:** Salmonellosis **Most Common Symptoms:** • Diarrhea • Abdominal cramps • Vomiting • Fever

	Topic	Ohio Requirement
		Bacteria: *Salmonella* Typhi **Illness:** Typhoid fever **Most Common Symptoms:** • High fever • Weakness • Abdominal pain • Headache • Loss of appetite • Rash **Bacteria:** *Shigella* spp. **Illness:** Shigellosis **Most Common Symptoms:** • Bloody diarrhea • Abdominal pain and cramps • Fever (occasionally) **Virus:** Hepatitis A **Illness:** Hepatitis A **Most Common Symptoms:** • Fever (mild) • General weakness • Nausea • Abdominal pain • Jaundice (appears later) **Virus:** Norovirus **Illness:** Norovirus gastroenteritis **Most Common Symptoms:** • Vomiting • Diarrhea • Nausea • Abdominal cramps

	Topic	Ohio Requirement
4.	**Additional Pathogens That Cause Foodborne Illness**	In addition to the Big Six pathogens identified in the ServSafe Course, there are seven additional pathogens that are important to know: **Bacteria:** *Campylobacter jejuni* **Illness:** Campylobacteriosis **Source** *Campylobacter jejuni* is commonly associated with poultry. Illness often occurs when poultry is incorrectly cooked and when raw poultry has been allowed to cross-contaminate other food and food-contact surfaces. *Campylobacter jejuni* has also been known to contaminate water. **Food Commonly Linked with the Bacteria** • Poultry • Water contaminated with the bacteria • Meats • Stews/gravies **Most Common Symptoms** • Diarrhea (may be watery or bloody) • Abdominal cramps • Fever • Vomiting • Headaches **Prevention Measures** • Cook food, particularly poultry, to required minimum internal temperatures. • Prevent cross-contamination between raw poultry and ready-to-eat food. • Control time and temperature. **Bacteria:** *Yersinia enterocolitica* **Illness:** Yersiniosis **Source** While domestic pigs are a primary reservoir, the bacteria can also be found in soil, water, wild animals, and rodents. **Food Commonly Linked with the Bacteria** • Meat (pork, beef, veal, lamb) • Oysters, fish • Raw milk, contaminated pasteurized milk • Tofu • Non-chlorinated water

	Topic	Ohio Requirement
		Most Common Symptoms • Fever • Diarrhea • Severe abdominal pain • Vomiting **Prevention Measures** • Minimize cross-contamination from pork • Thoroughly cook food to required minimum internal temperatures • Ensure facilities and equipment are properly cleaned and sanitized • Follow proper storage procedures • Use only sanitary chlorinated water supplies **Parasite:** *Cyclospora cayetanensis* **Illness:** Cyclosporiasis **Source** *Cyclospora cayetanensis* is a parasite that has been found in contaminated water and has been associated with produce irrigated or washed with contaminated water. It can also be found in the feces of infected people. Food handlers can transfer the parasite to food when they touch it with fingers containing feces. For this reason, food handlers with diarrhea must be excluded from the operation. It is also critical to purchase produce from approved, reputable suppliers. **Food Commonly Linked with the Parasite** • Incorrectly treated water • Produce such as berries, lettuce, or basil **Most Common Symptoms** • Nausea • Abdominal cramps • Mild fever • Diarrhea alternating with constipation • Loss of weight • Loss of appetite **Prevention Measures** • Purchase produce from approved, reputable suppliers. • Keep food handlers with diarrhea out of the operation. • Wash hands.

	Topic	Ohio Requirement
		Bacteria: *Vibrio cholera* **Illness:** Cholera **Source** Cholera is typically found in water or food contaminated by feces from an infected person. **Food Commonly Linked with the Bacteria** • Raw or undercooked meat and shellfish • Raw or undercooked fruits and vegetables • Contaminated water **Most Common Symptoms** • Watery diarrhea • Vomiting • Rapid heart rate • Low blood pressure • Muscle cramps **Prevention Measures** • Correct handwashing • Good personal hygiene • Cooking food to required minimum internal temperatures • Proper cleaning and sanitizing • Use correctly treated water. **Parasite:** *Cryptosporidium parvum* **Illness:** Cryptosporidiosis **Source** *Cryptosporidium parvum* can be found in the feces of infected people. Food handlers can transfer it to food when they touch food with fingers that have feces on them. Day-care and medical communities have been frequent locations of person-to-person spread of this parasite. Symptoms will be more severe in people with weakened immune systems. **Food Commonly Linked with the Parasite** • Contaminated water • Produce **Most Common Symptoms** • Watery diarrhea • Abdominal cramps • Nausea • Weight loss

	Topic	Ohio Requirement
		Prevention Measures • Use correctly treated water. • Keep food handlers with diarrhea out of the operation. • Wash hands. • Purchase from approved, reputable suppliers. **Parasite:** *Entamoeba histolytica* **Illness:** Amebiasis **Source** Water is the most common source of contamination. Raw foods also may be a source of infection, after contamination by a food handler or by irrigation/rinse water, especially if the food is maintained in a moist environment. **Food Commonly Linked with the Parasite** • Water • Raw vegetables • Fresh fruit • Unpasteurized milk, cheese or dairy products **Most Common Symptoms** Only 10% to 20% of people have symptoms. Those with symptoms may experience: • Diarrhea • Stomach pain/cramping • Bloody stools • Weight loss • Fatigue • Fever **Prevention Measures** • Use correctly treated water. • Wash hands. • Purchase from approved, reputable suppliers. • Keep food handlers with diarrhea out of the operation.

	Topic	Ohio Requirement
		Parasite: *Giardia duodenalis* also known as *G. lamblia* or *G. intestinalis* **Illness:** Giardiasis **Source** *Giardia duodenalis* can be found in the feces of infected people. Food handlers can transfer the parasite to food when they touch food with fingers that have feces on them. **Food Commonly Linked with the Parasite** • Incorrectly treated water • Produce **Most Common Symptoms** Initially • Fever Later • Diarrhea • Abdominal cramps • Nausea **Prevention Measures** • Use correctly treated water. • Keep food handlers with diarrhea out of the operation. • Wash hands. • Purchase from approved, reputable suppliers.
5.	**Food Allergy Training**	The FDA *Food Code* states that proper employee training in food allergy awareness must include the ability to identify the major food allergens as well as the symptoms of an allergic reaction. While ServSafe now includes this change, the Ohio Uniform Food Safety Code currently does not. Therefore, this new information does not apply in Ohio.
6.	**Food Allergens**	The FDA *Food Code* has added sesame as the ninth major food allergen changing the "Big Eight" to the "Big Nine." While ServSafe now includes this change, the Ohio Uniform Food Safety Code currently does not. Therefore, this new information does not apply in Ohio.
7.	**Latex Gloves**	In Ohio, latex gloves are prohibited for food handling.

	Topic	Ohio Requirement
8.	**Bare Hand Contact with Ready-to-Eat Food**	(4) Food employees not serving a highly susceptible population may contact exposed ready-to-eat food with their bare hands if: (a) The license holder obtains prior approval from the licensor; (b) Written procedures are maintained in the food service operation or retail food establishment and made available to the licensor upon request that include: (i) For each bare hand contact procedure, a listing of the specific ready-to-eat foods that are touched by bare hands; (ii) Diagrams and other information showing that handwashing facilities, installed, located, equipped, and maintained as specified under paragraphs (G), (L), and (O) of rule 3717-1-05.1 of the Administrative Code, and paragraphs (B), (C), and (E) of rule 3717-1-06.2 of the Administrative Code are in an easily accessible location and in close proximity to the work station where the bare hand contact procedure is conducted. (c) A written employee health policy that details how the food service operation or retail food establishment complies with rule 3717-1-02.1 of the Administrative Code including: (i) Documentation that food employees and conditional employees acknowledge that they are informed to report information about their health as it relates to gastrointestinal symptoms and diseases that are transmittable through food as specified under paragraph (A) of rule 3717-1-02.1 of the Administrative Code; (ii) Documentation that food employees and conditional employees acknowledge their responsibilities as specified under paragraph (A) of rule 3717-1-02.1 of the Administrative Code; and (iii) Documentation that the person in charge acknowledges the responsibilities as specified under paragraphs (B), (C), (D), and (E) of rule 3717-1-02.1 of the Administrative Code. (d) Documentation that food employees acknowledge that they have received training in: (i) The risks of contacting the specific ready-to-eat foods with bare hands; (ii) Proper handwashing as specified under paragraph (B) of rule 3717-1-02.2 of the Administrative Code; (iii) When to wash their hands as specified under paragraph (C) of rule 3717-1-02.2 of the Administrative Code; (iv) Where to wash their hands as specified under paragraph (D) of rule 3717-1-02.2 of the Administrative Code; (v) Proper fingernail maintenance as specified under paragraph (F) of rule 3717-1-02.2 of the Administrative Code; (vi) Prohibition of jewelry as specified under paragraph (G) of rule 3717-1-02.2 of the Administrative Code; and (vii) Good hygienic practices as specified under paragraphs (A) and (B) of rule 3717-1-02.3 of the Administrative Code. (e) Documentation that hands are washed before food preparation and as necessary to prevent cross contamination by food employees as specified under paragraphs (A), (B), (C), and (D) of rule 3717-1-02.2 of the Administrative Code during all hours of operation when the specific ready-to-eat foods are prepared;

	Topic	Ohio Requirement
		(f) Documentation that food employees contacting ready-to-eat food with bare hands use two or more of the following control measures to provide additional safeguards to hazards associated with bare hand contact: (i) Double handwashing; (ii) Nail brushes; (iii) A hand antiseptic after handwashing as specified under paragraph (E) of rule 3717-1-02.2 of the Administrative Code; (iv) Incentive programs such as paid sick leave that assist or encourage food employees not to work when they are ill; or (v) Other control measures approved by the licensor; and (g) Documentation that corrective action is taken when paragraphs (A)(4)(a) to (A)(4)(f) of this rule are not follow (5) Food employees shall minimize bare hand and arm contact with exposed food that is not in a ready-to-eat form.
9.	**Medical Bracelets**	In Ohio, a medical alert bracelet is permitted to be worn by a food handler if a reasonable accommodation is made, such as wearing the bracelet high on the arm or secured in a manner that does not pose a risk to food.
10.	**Symptoms Associated with Foodborne Illness That Must Be Reported**	A food handler or conditional employee must report to the person in charge if they have a lesion containing pus, such as a boil or infected wound that is open or draining. However, this is not necessary if the wound is covered as outlined in the ServSafe Manager course.
11.	**Establishing and Removing Exclusions and Restrictions**	**Establishing Exclusions and Restrictions** In Ohio, the person in charge must **restrict** the duties of a food employee of a food service operation or retail food establishment if they have these symptoms: • Vomiting • Diarrhea • Jaundice • Sore throat with fever • A lesion containing pus such as a boil or infected wound that is open or draining and is: ○ On the hands or wrists, unless an impermeable cover such as a finger cot or stall protects the lesion and a single-use glove is worn over the impermeable cover; ○ On exposed portions of the arms, unless the lesion is protected by an impermeable cover; ○ On other parts of the body, unless the lesion is covered by a dry, durable, tight-fitting bandage.

	Topic	Ohio Requirement
		In Ohio, the person in charge must **restrict** the duties of a food employee or **exclude** a food employee from a food service operation or retail food establishment if the person has been diagnosed with one of these illnesses: • Campylobacter • Cryptosporidium • Cyclospora • Entamoeba histolytica • Shiga toxin-producing *Escherichia coli* • Giardia • Hepatitis A • Norovirus • *Salmonella* spp. • *Salmonella* Typhi • *Shigella* spp. • *Vibrio cholerae* • *Yersinia* **Removing Exclusions and Restrictions** The person in charge may remove an exclusion or restriction if the food employee is released by a health care provider, or by approval of the licensor. This provision does not prohibit a person in charge from removing the restriction of a food employee if the restriction was due to the symptoms listed above, the symptoms have ceased, and the illness was not from an infectious disease listed above.
12.	**Time and Temperature Control**	Food has been time-temperature abused any time it remains at temperatures between 41°F and 135°F (5°C and 57°C). This is the temperature danger zone. The longer food stays in the temperature danger zone, the more time pathogens have to grow. To keep food safe, you must reduce the time food spends in this range. Prepping food quickly will keep its temperature from rising or falling and placing the food in the temperature danger zone. Food should *never* be held in this range, unless an operation is using time as a public health control and it has a procedure in writing for the food product.

	Topic	Ohio Requirement
13.	**The Requirements for Properly Utilizing Special Processes**	The license holder must obtain a variance from the Ohio Department of Health if an operation is a food service operation, or from the Ohio Department of Agriculture if an operation is a retail food establishment before: (1) Smoking food as a method of food preservation rather than as a method of flavor enhancement; (2) Curing food; (3) Except as provided in rule 3717-1-08.4 of the Administrative Code, using food additives or adding components such as vinegar as a method of food preservation rather than as a method of flavor enhancement, or to render a food so that it is not a time/temperature controlled for safety food; (4) Packaging time/temperature controlled for safety food using a reduced oxygen packaging method except where the growth of and toxin formation by *Clostridium botulinum* and the growth of *Listeria monocytogenes* are controlled as specified under paragraph (K) of this rule; (5) Operating a molluscan shellfish life-support system display tank used to store or display shellfish that are offered for human consumption; (6) Custom processing of animals that are for personal use as food and not for sale or service in a food service operation or retail food establishment if the processing is not done in compliance with rule 3717-1-08.2 of the Administrative Code; (7) Pressing or bottling juice unless the processing is done in compliance with rule 3717-1-08 of the Administrative Code; (8) Use of a heat treatment dispensing freezer in a manner other than as specified in rule 3717-1-08.1 of the Administrative Code; (9) Preparing food by another method that is determined by the Ohio Department of Health or Ohio Department of Agriculture to require a variance; or (10) Sprouting seeds or beans. There are two additional processes that require written procedures and prior approval in Ohio: • Time as a public health control • Non-continuous cooking Written procedures must be prepared in advance for these processes, maintained in the food service operation or retail food establishment and made available to the regulatory authority upon request. Before using time as a public health control, or non-continuous cooking, check with your local regulatory authority for approval and specific requirements.

	Topic	Ohio Requirement
14.	**Packaging Foods Using Reduced Oxygen Packaging (ROP) Without a Variance**	The Ohio Uniform Food Safety Code does not require a variance for packaging food using a reduced-oxygen packaging (ROP) method if the facility complies with the code. **(K) Reduced oxygen packaging without a variance, criteria.** (1) Except for a food service operation or retail food establishment that obtains a variance as specified under paragraph (J) of this rule, a food service operation or retail food establishment that packages time/temperature controlled for safety food using a reduced oxygen packaging method shall control the growth and toxin formation of *Clostridium botulinum* and the growth of *Listeria monocytogenes*. (2) Except as specified under paragraph (K)(6) of this rule a food service operation or retail food establishment that packages time/temperature controlled for safety food using a reduced oxygen packaging method shall have a HACCP plan that contains the information specified under paragraph (L) of this rule and that: (a) Identifies the food to be packaged; (b) Except as specified under paragraphs (K)(3) to (K)(5) of this rule, requires that the packaged food shall be maintained at 41°F (5°C) or less and meet at least one of the following criteria: (i) Has an aw of 0.91 or less; (ii) Has a pH of 4.6 or less; (iii) Is a meat or poultry product cured at a food processing plant regulated by the Ohio Department of Agriculture under Chapter 918. of the Revised Code or USDA using substances specified in 9 C.F.R. 424.21, and is received in an intact package; or (iv) Is a food with a high level of competing organisms such as raw meat, raw poultry, or raw vegetables. (c) Describes how the package shall be prominently and conspicuously labeled on the principal display panel in bold type on a contrasting background, with instructions to: (i) Maintain the food at 41°F (5°C) or below; and (ii) Discard the food if within thirty calendar days of its packaging it is not served for on-premises consumption, or consumed if served or sold for off-premises consumption. (d) Limits the refrigerated shelf life to no more than thirty calendar days from packaging to consumption, except the time the product is maintained frozen, or the original manufacturer's "sell by" or "use by" date, whichever occurs first; (e) Includes operational procedures that: (i) Prohibit contacting ready-to-eat food with bare hands as specified under paragraph (A)(2) of rule 3717-1-03.2 of the Administrative Code; (ii) Identify a designated work area and the method by which: (a) Physical barriers or methods of separation of raw foods and ready-to-eat foods minimize cross contamination; and (b) Access to the processing equipment is limited to responsible trained personnel familiar with the potential hazards of the operation; and (iii) Delineate cleaning and sanitization procedures for food-contact surfaces; and

	Topic	Ohio Requirement
		(f) Describes the training program that ensures that the individual responsible for the reduced oxygen packaging operation understands the: (i) Concepts required for a safe operation; (ii) Equipment and facilities; and (iii) Procedures specified under paragraph (K)(2)(e) of this rule and the HACCP plan for the operation. (g) Regulatory authority is notified prior to implementation. (3) Except for fish that is frozen before, during, and after packaging, a food service operation or retail food establishment may not package fish using a reduced oxygen packaging method. (4) Except as specified under paragraphs (K)(3) and (K)(6) of this rule, a food service operation or retail food establishment that packages time/temperature controlled for safety food using a cook-chill or sous vide process shall: (a) Notify the regulatory authority prior to implementation and execute a HACCP plan that contains the information as specified under paragraph (L) of this rule; (b) Ensure the food is: (i) Prepared and consumed on the premises with no distribution or sale of the packaged product to another business location or the consumer; (ii) Cooked to heat all parts of the food to a temperature and for a time as specified under paragraphs (A)(1), (A)(2) and (A)(4) of rule 3717-1-03.3 of the Administrative Code; (iii) Protected from contamination before and after cooking as specified under rule 3717-1-03.2 of the Administrative Code and under rule 3717-1-03.3 of the Administrative Code; (iv) Placed in a package with an oxygen barrier and sealed before cooking, or placed in a package and sealed immediately after cooking and before reaching a temperature below 135°F (57°C); (v) Cooled to 41°F (5°C) in the sealed package or bag as specified under paragraph (D) of this rule, and: (a) Cooled to 34°F (1°C) within forty-eight hours of reaching 41°F (5°C) and held at that temperature until consumed or discarded within thirty days after the date of packaging; (b) Held at 41°F (5°C) or less for no more than seven days, at which time the food must be consumed or discarded; or (c) Held frozen with no shelf life restriction while frozen until consumed or used. (vi) Held in a refrigeration unit that is equipped with an electronic system that continuously monitors time and temperature and is visually examined for proper operation twice daily; and (vii) Labeled with the product name and the date packaged; and (c) Maintain the records required, to confirm that cooling and cold holding refrigeration time/temperature parameters are monitored as part of the HACCP plan, and: (i) Make such records available to the regulatory authority upon request; and (ii) Hold such records for at least six months; and (d) Implement written operational procedures as specified under paragraph (K)(2)(e) of this rule and a training program as specified under paragraph (K)(2)(f) of this rule.

	Topic	Ohio Requirement
		(5) Except as specified under paragraph (K)(6) of this rule, a food service operation or retail food establishment that packages cheese using a reduced oxygen packaging method shall: (a) Limit the cheeses packaged to those that are commercially manufactured in a food processing plant with no ingredients added in the food service operation or retail food establishment and that meet the standards of identity as specified in 21 C.F.R. 133.150, 21 C.F.R. 133.169 or 21 C.F.R. 133.187; (b) Have a HACCP plan that contains the information specified under paragraph (L) of this rule and as specified under paragraphs (K)(2)(a), (K)(2)(c)(i), (K)(2)(e) and (K)(2)(f) of this rule; (c) Labels the package on the principal display panel with a "use by" date that does not exceed thirty days from its packaging or the original manufacturer's "sell by" or "use by" date, whichever occurs first; and (d) Discards the reduced oxygen packaged cheese if it is not sold for off-premises consumption or consumed within thirty calendar days of its packaging. (6) A HACCP plan is not required for a specific food when a food service operation or retail food establishment uses a reduced oxygen packaging method to package that specific time/temperature controlled for safety food that is always: (a) Labeled with the production time and date; (b) Held at 41°F (5°C) or less during refrigerated storage; and (c) Removed from its package in the food service operation or retail food establishment within forty-eight hours after packaging.
15.	**Minimum Internal Cooking Times and Temperatures for Poultry and Ground Meat**	In ServSafe, the required minimum internal cooking temperature for poultry (including whole or ground chicken, turkey, or duck) is 165°F (74°C) for <1 second. In Ohio, it is 165°F (74°C) for 15 seconds. This is the same temperature for: • Baluts • Stuffed fish • Stuffed meat • Stuffed pasta • Stuffed poultry • Stuffed ratites • Stuffing containing fish, meat, poultry, or ratites In ServSafe, the required minimum internal cooking temperature for ground meat is 155°F (68°C) for 17 seconds. In Ohio, it is 155°F (68°C) for 15 seconds. This is the same temperature for: • Comminuted fish, meat, game animals commercially raised for food • Game animals under a voluntary inspection program • Ratites • Ground seafood, including chopped or minced seafood • Shell eggs that will be hot-held for service
16.	**Manufacturer Cooking Instructions**	The FDA *Food Code* requires that foods received with manufacturer cooking instructions must be cooked according to those instructions. While ServSafe now includes this change, the Ohio Uniform Food Safety Code currently does not. Therefore, this new information does not apply in Ohio.

	Topic	Ohio Requirement
17.	**Food Prohibited to be Served to High-Risk Populations**	The FDA *Food Code* adds "foods not cooked according to manufacturer cooking instructions" to the list of foods prohibited to be served to highly susceptible populations. While ServSafe now includes this change, the Ohio Uniform Food Safety Code currently does not. Therefore, this new information does not apply in Ohio.
18.	**Hot and Cold Holding**	If TCS food is not being held at 41°F (5°C) or lower, or 135°F (57°C) or higher, it must be thrown out. The content presented in ServSafe differs from this requirement. Please keep this in mind when viewing the information on holding food in *The Flow of Food: Service* module and the related activities.
19.	**The Principles of Hazard Analysis Critical Control Point (HACCP)**	A HACCP plan is based on seven basic principles. They were created by the National Advisory Committee on Microbiological Criteria for Foods. These principles are the seven steps that outline how to create a HACCP plan. **The Seven HACCP Principles** Each HACCP principle builds on the information gained from the previous principle. You must consider all seven principles, in order, when developing your plan. Here are the seven principles: 1. **Conduct a hazard analysis.** First, identify and assess potential hazards in the food you serve. Start by looking at how food is processed in your operation. Many types of food are processed in similar ways. 2. **Determine critical control points (CCPs).** Find the points in the process where the identified hazard(s) can be prevented, eliminated, or reduced to safe levels. These are the critical control points (CCPs). Depending on the process, there may be more than one CCP. 3. **Establish critical limits.** For each CCP, establish minimum or maximum limits. These limits must be met to prevent or eliminate the hazard, or to reduce it to a safe level. 4. **Establish monitoring procedures.** Once critical limits have been created, determine the best way for your operation to check them. Make sure the limits are consistently met. Identify who will monitor them and how often. 5. **Identify corrective actions.** Identify steps that must be taken when a critical limit is not met. These steps should be determined in advance. 6. **Verify that the system works.** Determine if the plan is working as intended. Evaluate it on a regular basis. Use your monitoring charts, records, hazard analysis, etc., and determine if your plan prevents, reduces, or eliminates identified hazards. 7. **Establish procedures for record keeping and documentation.** Maintain your HACCP plan and keep all documentation created when developing it. Keep records for the following actions: • Monitoring activities • Taking corrective action • Validating equipment (checking for good working condition) • Working with suppliers (e.g., shelf-life studies, invoices, specifications, challenge studies, etc.)

	Topic	Ohio Requirement
20.	**Flow of Food Through the Facility**	As food moves through a facility, it is at risk for contamination. A well-designed kitchen can help prevent this by addressing the following factors: **Work flow** When designing and constructing a facility, establish a work flow that will minimize the time food spends in the temperature danger zone. It should also minimize the number of times food is handled. For example, locate storage areas near the receiving area, to prevent delays in storing food. Locate prep tables near coolers and freezers for the same reason. **Contamination** A good layout will minimize the risk of cross-contamination. Place equipment in a way that will prevent splashing or spilling from one piece of equipment to another. For example, avoid placing the dirty-utensil table next to the salad-prep sink. **Equipment accessibility** Hard-to-reach areas are less likely to be cleaned. A well-planned layout will ensure that equipment is accessible for cleaning.
21.	**Menu or List of Foods To Be Served and/or Sold**	A facility layout and specifications must be submitted to the regulatory authority when designing, constructing, or remodeling a facility. It must include information on the type of food service operation or retail food establishment proposed and foods that will be prepared and served.
22.	**Outdoor Areas**	There are some things to keep in mind when designing and constructing the exterior of the premises. Parking lots and walkways should be angled so standing pools of water do not form. They should also be surfaced to minimize dirt and blowing dust. Concrete and asphalt are recommended for walkways and parking lots. Gravel, while acceptable, is not recommended.
23.	**Food Equipment and Utensils**	Equipment for cooling, heating, or holding cold or hot TCS food shall be sufficient in number and capacity to provide food at required food temperatures.
24.	**Handwashing Stations**	The FDA *Food Code* has now revised the water temperature requirement at a handwashing sink. Water is now required to be supplied through a mixing valve or combination faucet at a temperature of at least 85°F (29°C). While ServSafe now includes this change, the Ohio Uniform Food Safety Code currently does not. Therefore, this new information does not apply in Ohio.
25.	**Contact Time for Quats Sanitizers**	The Ohio Uniform Food Safety Code states that the contact time for quats sanitizer is at least thirty seconds OR according to the manufacturer's recommendations.
26.	**Disposal of Chemicals**	Many chemicals used in the operation pose a hazard to people and the environment if not disposed of properly. So, when throwing away chemicals, follow the instructions on the label and any requirements from your local regulatory authority.