



4-C Child and Adult Care Food Program

FOOD PREPARATION: SANITATION

P.O. Box 45320
Madison, WI 53744
608.271.5242 OR 1.800.292.2429
Fax: 608.271.5380
foodprog@4-C.org

Just as it is important to feed children nutritious, body building meals, it is equally important that the meals be free from harmful substances that may cause illness. Nutrition and sanitation must go hand in hand in any good food operation. Sanitation is a factor to consider in food selection, storage, and preparation.

SANITATION MEANS...

- Clean utensils and equipment.
- Clean and safe food.
- Correct storage and cooking temperatures.
- Clean and healthy workers.
- Good food handling practices.

FOODS EASILY CONTAMINATED:

- Meat and meat products (ham, cold cuts, etc.)
- Poultry and egg products, chicken, turkey, custards, etc.
- Prepared salads such as egg salad, tuna salad, potato salad.
- Baked goods such as crème filled pastries & crème pies.
- Sandwich fillings such as egg, tuna, and ham.
- Milk products.
- Prepared dished such as casseroles and baked beans or any food requiring a lot of hand mixing.

PERSONAL SANITATION

- Protect food from coughs and sneezes. Cover the mouth when coughing, dispose of the tissue in a waste container and be sure to WASH HANDS. Keep hands away from the mouth, nose, hair, and skin infections.
- Always have children wash hands before touching food. Wash hands always before handling food and after handling soiled dished. Wash hands after each restroom visit and after helping children in the bathroom or changing diapers.
- Do not prepare food if there are sores, infected cuts or skin irritation on your hands (or wear clean, sanitary rubber gloves)
Never taste food with your fingers. Use a clean spoon each time to sample food. Never use your hands to mix food when clean utensils are available.
- Carry glasses at the bottom, not near the rim that comes in contact with the mouth. Pick up silverware by the handles, not at the end which holds food. Store dishes and utensils in a clean and protected place, glasses and cup bottoms up.
- No birds or animals should be allowed in the food preparation or storage areas.
- Utensils used for tasting are not used for mixing food and a clean utensil is used by an adult when baby food is sampled.

SANITATION of EQUIPMENT

- Food storage, preparation and serving areas and equipment are kept clean with frequent washings with soap and water. Cutting boards, blenders, and can openers particularly need this protection.
- Be sure to clean surfaces, knives, and hands after handling raw meats and eggs.
- Cutting boards should be a hard non-toxic material which is smooth and free of cracks, crevices, and open seams.
- Garbage cans should be lined with plastic liners and should be emptied and cleaned frequently.
- Avoid use of cracked or chipped utensils and dishes.



4-C Child and Adult Care Food Program

P.O. Box 45320
Madison, WI 53744
608.271.5242 OR 1.800.292.2429
Fax: 608.271.5380
foodprog@4-C.org

DISH WASHING

1. Wash dishes in HOT soapy water (wear rubber gloves to allow for hot enough water)
2. Rinse dishes in HOT water.
3. Allow dishes to air dry. If this is not possible, allow to air dry for at least 2 minutes before towel drying.

FOOD SANITATION

- Protect food such as flour, cereals, cornmeal, sugar, dried beans, and peas from rodents and insects by storing in tightly covered containers.
- Check food supplies before using. When in doubt, throw it out.
- Keep cold foods cold (40° F or below) and hot foods hot (cooked and held at 140° F or above). Store food at proper temperatures at all times. Freezer temperature should be 0° F or below. Freezing or refrigeration does not destroy the organism and once food is placed in a warmer spot, growth can occur.
- Wash all fruits and vegetables before placing in refrigerator. Tops of cans should be washed before opening.
- If a canned food shows any sign of spoilage (bulging ends, leakage, spurting liquid, off odor or mold) do not use it. Do not even taste it.
- Clean up spilled food immediately. Be sure to use different sponges or cloths for the table and floor or chairs.
- All food items should be stored separately from non-food items. All cleaning supplies and other poisonous materials must be stored out of reach of children and separate from food dished and utensils.
- Leftover milk or formula in bottles is discarded after each feeding.
- Uneaten food on individual plates is discarded at the end of the meal.
- Bottles with formula are clearly labeled with child's name and the nipples of bottles are covered.
- Food should be stored at least six inches off the floor.
- Home canned foods are not acceptable on the CACFP, however, home frozen foods can be used.

FOOD PREPARATION AND HANDLING

- You can cook frozen meat, poultry, or fish without thawing but you must allow at least 1 ½ times as long to cook as required to be sure the center of the meat is properly cooked.
- Frozen foods that must be thawed before preparation should be thawed in the refrigerator or quick thawed in plastic bags under cold running water for immediate preparation. DO NOT thaw frozen foods by allowing them to stand at room temperature.
- Never allow hot foods to cool slowly to room temperature before refrigeration. The slow cooling period provides an ideal growth period for bacteria.
- If enough food is prepared to offer seconds to the children, it should be held in the kitchen at safe temperatures (40° F or below for cold food, 140° F or above for hot food) for refilling serving bowls as needed.
- Leftover or prepared casseroles should not be held in the refrigerator for more than 36 hours. Freeze if you want to keep them longer than this.
- You may safely refreeze frozen foods that have thawed if they still contain ice crystals or if they are still cold (about 40° F) and have been held no longer than 1 or 2 days at refrigerator temperature after thawing. If the odor or color of any food is poor or questionable, do not taste it, throw it away. The food may not be safe to eat.