

Draft Attachment A - CFP Training Plan and Log Revision

This mock-up includes proposed language in **red** to be added to Attachment A – CFP Training Plan and Log, to better align Standard 2 with Standard 4:

I. Pre-Inspection

2. Reviews establishment file for the current risk category assigned , previous inspection report, complaints on file, and if applicable, required HACCP Plans or documents supporting the issuance of a variance.	Training Method	Date Demonstrated By the Trainee	Trainee's Initials	Training Officer Initials
Reviewed previous inspection report noting documented out of compliance observations and comments.	JFT/OD			
Reviewed establishment file for complaint reports.	JFT/OD			
Reviewed establishment file for documentation indicating a need for a HACCP Plan.	JFT/OD			
Reviewed establishment file for documentation of food production or processes operating under a variance issued by the jurisdiction	JFT/OD			
Reviewed establishment file for documentation indicating the assigned risk category.				

Addresses Standard 4 - Quality Assurance Program Element III

II. Inspection Observations and Performance (continued)

3. Uses a risk-based inspection methodology to correctly assess regulations related to employee practices and management procedures essential to the safe storage, preparation, and service of food and verify the establishment is assigned the correct risk category.	Training Method	Date Demonstrated By the Trainee	Trainee's Initials	Training Officer Initials
Verified Demonstration of Knowledge of the person in charge.	JFT			
Verified approved food sources (e.g., food from regulated food processing plants; shellfish documentation; game animal processing; parasite destruction for certain species of fish intended for raw consumption; receiving temperatures).	JFT			
Verified food safety practices for preventing cross-contamination of ready-to-eat food.	JFT			
Verified food contact surfaces are clean and sanitized, protected from contamination from soiled cutting boards, utensils, aprons, etc., or raw animal foods	JFT			
Verified the restriction or exclusion of ill employees. Verified no bare hand contact with ready-to-eat foods (or use of a preapproved, alternative procedure)	JFT			
Verified employee handwashing.	JFT			
Verified cold holding temperatures of foods requiring time/temperature control for safety (TCS food), or when necessary, verified that procedures are in place to use time alone to control bacterial growth and toxin production.	JFT			
Verified date marking of ready-to-eat foods TCS food held for more than 24 hours.	JFT			
Verified cooking temperatures to destroy bacteria and parasites.	JFT			
Verified hot holding temperatures of TCS food or when necessary, that procedures were in place to use time alone to prevent the outgrowth of spore-forming bacteria.	JFT			
Verified cooling temperatures of TCS food to prevent the outgrowth of spore-forming or toxin-forming bacteria.	JFT			
Verified reheating temperatures of TCS food for hot holding.	JFT			
Verified the availability of a consumer advisory for foods of animal origin served raw or undercooked.	JFT			
Identified food processes and/or procedures that require a HACCP				

Plan per the jurisdiction's regulations.	JFT			
<u>Verified the establishment is assigned the correct risk category, and when necessary, informs the supervisor when the establishment is not in the proper risk category.</u>	JFT			

Addresses Standard 4 - Quality Assurance Program Element III

II. Inspection Observations and Performance (continued)

6. Verifies correction of out of compliance observations identified during previous inspection. <u>Discusses options for the long-term control of risk factors.</u>	Training Method	Date Demonstrated By the Trainee	Trainee's Initials	Training Officer Initials
Verified correction of out of compliance observations identified during the previous inspection.	JFT			
<u>Discussed options for the long-term control of risk factors with establishment managers when the same out-of-control risk factor occurs on consecutive inspections (e.g., risk control plans, standard operating procedures, equipment and/or facility modification, menu modification, buyer specifications, remedial training, or HACCP plans).</u>				

Addresses Standard 4 - Quality Assurance Program Element IX

IV. Written Communication

1. Completes inspection form per the jurisdiction's administrative procedures (e.g., observations, corrective actions, public health reasons, applicable code references, <u>options for the long-term control of risk factors</u> , compliance dates).	Training Method	Date Demonstrated By the Trainee	Trainee's Initials	Training Officer Initials
Used correct inspection form.	JFT			
Completed a legible report.	JFT			
Accurately documented observations made during inspection.	JFT			
Completed inspection form in accordance with jurisdiction's administrative procedures.	JFT			
Cited correct code provisions/rules/regulations.	JFT			
Documented immediate corrective action for out-of-compliance foodborne illness contributing factors and Food Code Interventions (listed in Section II, Item 3).	JFT			
Documented time frames for correcting each out of compliance observation.	JFT			
<u>Documented that options for the long-term control of risk factors were discussed with establishment managers when the same out-of-control risk factor occurs on consecutive inspections</u>				

Addresses Standard 4 - Quality Assurance Program Element XVIII