



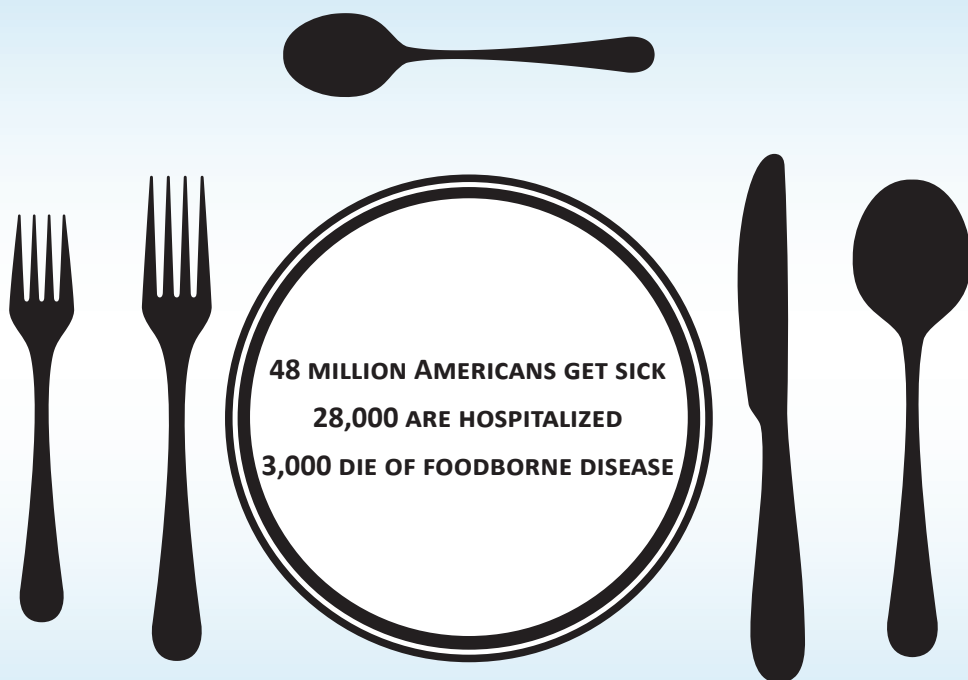
LIMITED SERVICE CHARITABLE FEEDING OPERATION GUIDE

RIVERSIDE COUNTY ENVIRONMENTAL HEALTH
HELPING YOU SERVE SAFE FOOD TO THOSE IN NEED



PEOPLE WITH FOOD INSECURITY ARE MORE SUSCEPTIBLE
TO DISEASE. FOOD SAFETY PRACTICES ARE EXTREMELY
IMPORTANT AT A CHARITABLE FEEDING OPERATION TO
PROTECT THOSE YOU ARE TRYING TO HELP.

The CDC estimates each year...



WHAT IS A LIMITED SERVICE CHARITABLE FEEDING OPERATION (LSCFO)?



- ▶ **SERVING SPECIFICALLY TO THOSE IN NEED**
- ▶ **CONDUCTED BY A NONPROFIT CHARITABLE ORGANIZATION**
- ▶ **LIMITED FOOD TYPE AND PREPARATION**
 - Food must be whole, uncut produce or delivered commercially packaged
 - Food can be heated, reheated, or portioned for same-day service only

WHAT REGISTRATION IS NEEDED?

(THERE IS **NO FEE** TO REGISTER AS AN LSCFO - MUST MEET DEFINITION ABOVE)

TYPE OF FOOD	REGISTRATION NEEDED
100% PREPACKAGED FOOD <u>NO</u> PERISHABLE FOOD (TYPE A)	OPTIONAL
100% PREPACKAGED FOOD <u>WITH</u> PERISHABLE FOOD <u>AND PARTNERS</u> WITH A FOOD BANK* (TYPE B)	OPTIONAL
100% PREPACKAGED FOOD <u>WITH</u> PERISHABLE FOOD AND <u>DOES NOT PARTNER</u> WITH A FOOD BANK (TYPE B)	PREPACKAGED CHARITABLE FEEDING REGISTRATION
<ul style="list-style-type: none"> • RE-HEAT AND PORTION COMMERCIALY PREPARED FOOD TO HOT HOLD FOR SAME DAY SERVICE (TYPE C) • HEAT, PORTION, AND ASSEMBLE SMALL AMOUNT OF UNPACKAGED COMMERCIALY PREPARED FOOD/INGREDIENTS FOR SAME DAY SERVICE (TYPE D) 	CHARITABLE FEEDING REGISTRATION
ALL OTHER FOOD PROCESSES	FOOD FACILITY PERMIT SEE OUR FOOD FACILITY OPERATOR'S GUIDE

* THE FOOD BANK MUST PROVIDE A LIST OF ALL CHARITABLE FEEDING OPERATIONS THAT IT PARTNERS WITH TO THIS DEPARTMENT AND ENSURE THEY ARE COMPLIANT WITH THE FOOD BANK'S APPROVED BEST MANAGEMENT PRACTICES. SEE WWW.CCDEH.COM FOR DETAILS.

WHAT'S MY RESPONSIBILITY?

PROVIDE SAFE FOOD



PERSONAL HYGIENE

- MONITOR AND ENCOURAGE PROPER HANDWASHING.
- TRAIN YOUR STAFF HOW TO PROPERLY WASH THEIR HANDS WITH SOAP AND WARM WATER; AND TO KNOW WHEN THEY NEED TO.
- ENSURE HAND SINKS ARE NEVER BLOCKED. PUT SOMEONE IN CHARGE OF MAKING SURE SOAP AND PAPER TOWEL DISPENSERS ARE ALWAYS STOCKED AND FUNCTIONAL.

FOOD SOURCES

- ONLY PURCHASE OR RECEIVE FOOD FROM A PERMITTED SUPPLIER.
- MAKE SURE DELIVERIES ARE CHECKED IN AND THE FOOD IS VERIFIED TO BE IN GOOD CONDITION. ENSURE PERISHABLE FOOD IS AT THE PROPER TEMPERATURE.
- TRACK YOUR DELIVERIES WITH INVOICES AND RECEIPTS.

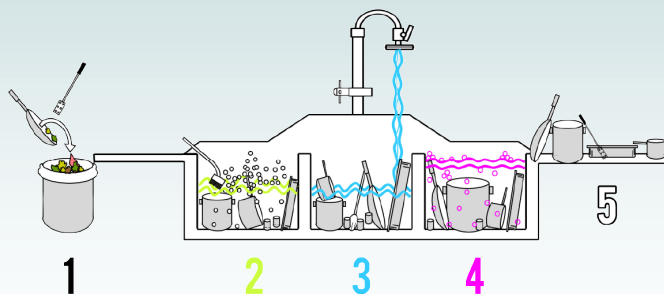


SICK EMPLOYEES

- DO NOT ALLOW SICK EMPLOYEES TO WORK. THEY CAN CONTAMINATE FOOD OR FOOD-CONTACT SURFACES.

CLEANING UTENSILS AND EQUIPMENT

- TRAIN STAFF TO WASH UTENSILS, EQUIPMENT, AND SURFACES PROPERLY - USE THE 5-STEP PROCESS.
- OBTAIN AN APPROVED SANITIZER WITH CORRESPONDING TEST STRIPS. ENSURE STAFF KNOW THE CONCENTRATION AND HOW TO CHECK IT.
- MAKE SURE STAFF KNOW WHEN UTENSILS AND FOOD CONTACT SURFACES NEED TO BE WASHED AND SANITIZED.



1. SCRAPE OR PRE-RINSE TO REMOVE LARGE FOOD PARTICLES.
2. **WASH USING SOAP IN WARM WATER (100°F).**
3. **RINSE IN CLEAN WATER TO COMPLETELY REMOVE SOAP RESIDUE.**
4. **SANITIZE BY COMPLETELY SUBMERGING THE ITEM IN AN APPROVED SANITIZER SOLUTION**
 - 100 PPM CHLORINE FOR 30 SECONDS
 - 200 PPM QUATERNARY AMMONIA FOR 60 SECONDS
5. AIR DRY ITEMS ON CLEAN DRAIN BOARD. NEVER USE CLOTH OR PAPER TOWELS TO DRY AS IT MAY BECOME CONTAMINATED.

HOT AND COLD HOLDING

- HOLD HOT PERISHABLE FOOD ABOVE 135°F.
- HOLD COLD PERISHABLE FOOD BELOW 41°F.
- GET A PROBE THERMOMETER TO CHECK INTERNAL FOOD TEMPERATURES IN ALL HOT/COLD-HOLDING UNITS THROUGHOUT THE DAY.
- KEEP THERMOMETERS INSIDE ALL REFRIGERATION UNITS.



SOME OTHER THINGS TO CONSIDER...

PEST CONTROL

- THE BEST WAY TO HAVE A PEST-FREE FACILITY IS TO PREVENT THEM FROM GETTING INSIDE IN THE FIRST PLACE.
- ELIMINATE THEIR FOOD SOURCE BY REMOVING GARBAGE AND KEEPING YOUR FACILITY CLEAN.
- LOOK FOR EVIDENCE OF PESTS AND PROVIDE APPROVED TREATMENT AS NECESSARY.



CLEANING

- CREATE A CLEANING SCHEDULE.
- EACH DAY, FOCUS ON CLEANING AREAS WHERE FOOD DEBRIS AND GREASE CAN BUILD UP (E.G. BENEATH EQUIPMENT).

FOOD MANAGER / FOOD HANDLER

- CONSIDER HAVING YOU AND YOUR STAFF OBTAIN A FOOD MANAGER CERTIFICATE OR A [RIVERSIDE COUNTY FOOD HANDLER CERTIFICATE](#).



BEST MANAGEMENT PRACTICES

- FIND A LIST OF BEST MANAGEMENT PRACTICES AT:
[HTTP://RIVCOEH.ORG/PORTALS/0/PDF/FOODS/FOOD%20DONATIONS/LSCFO%20BMP%20-%20RIVCO.PDF?VER=2021-02-17-113313-350](http://rivcoeh.org/PORTALS/0/PDF/Foods/Food%20Donations/LSCFO%20BMP%20-%20RivCo.PDF?ver=2021-02-17-113313-350).

WHAT ARE INSPECTIONS LIKE?



THE INSPECTOR WILL INTRODUCE HIMSELF/ HERSELF AND STATE THE REASON FOR THE VISIT.



THE INSPECTOR WILL CONDUCT THE INSPECTION, FOCUSING ON ITEMS MOST LIKELY TO MAKE SOMEONE SICK. REVIEW OUR [SELF-INSPECTION CHECKLIST](#) TO CONDUCT YOUR OWN PRACTICE INSPECTIONS.



AFTER THE INSPECTION IS COMPLETE, THE INSPECTOR WILL TYPE THE REPORT.



ONCE THE REPORT IS COMPLETE, THE INSPECTOR WILL REVIEW IT WITH YOU AND DISCUSS POSSIBLE SOLUTIONS.

HOW OFTEN DO I GET INSPECTED?

YOUR INSPECTIONS ARE BASED ON RISK. THE MORE THE FOOD IS HANDLED, THE GREATER THE RISK, AND THE MORE INSPECTIONS YOU WILL RECEIVE.

SIMPLE FOOD PREPARATION

2 INSPECTIONS PER YEAR



PREPACKAGED FOOD

1 INSPECTION PER YEAR



**ADDITIONAL INFORMATION
CAN BE FOUND ON OUR WEBSITE:
WWW.RIVCOEH.ORG**

OR CALL THE OFFICE NEAREST YOU LISTED BELOW



Area Offices

Blythe

260 N. Broadway
Self-Service Kiosk Only

Corona

2275 S. Main St. Suite 204
(951) 273-9140

Hemet

800 S. Sanderson Ave.
(951) 766-2824

Indio

47-950 Arabia St. Suite A
(760) 863-8287

Murrieta

30135 Technology Dr. Suite 250
(951) 461-0284

Palm Springs

554 S. Paseo Dorotea
(760) 320-1048

Riverside - West

4065 County Circle Dr.
(951) 358-5172

Riverside - East

3880 Lemon St.
(951) 955-8980