

County of Glenn

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Health and Human Services Agency



Food Safety Program

In the food safety program we are responsible for the enforcement of laws and regulations regarding all food facilities which serve food to the public. We carry out this responsibility by inspecting permanent, mobile and temporary food facilities. We investigate complaints, review and approve food facility plans

for compliance with state laws and work closely with food facility operators to ensure compliance with the states minimum food safety standards. The purpose of the program is to protect the public from food borne illness and to insure that food being served to the public is unadulterated and from an approved source.

Regulations:

California Retail Food Code.

Food Facility Inspection Reports:

Food Facility Inspection Reports

Certified Food Safety Manager and Food Handler Card Information:

California Food Safety Certifications

Food Facility Forms:

Food Facility Permit Application

Food Facility Plan Check Request Form

Food Facility Plan Check Requirements Worksheet

Commissary Permission Form

Temporary Food Facilities Forms:

Temporary Food Event Coordinator Application

Temporary Food Facility Application

Temporary Food Facility Guidelines

Certified Farmers Markets Forms:

Certified Farmers Market Application

Certified Farmers Market Requirements

Cottage Food Operations (CFO) Information and Forms:

Cottage Food Operations Application

Cottage Fodd Operation Self-Certification Checklist

CCDEH Frequently Asked Questions

CCDEH Frequently Asked Questions - Spanish

[CCDEH Model CFO Flow Chart](#)

[CCDEH Model CFO Guidelines](#)

[CDPH Cottage Food Operations - Link](#)

Links:

[Center for Disease Control \(CDC\) - Foodborne illness Information](#)

[United States Department of Agriculture](#)

[California Department of Public Health - Food Safety Program](#)

[Glenn County Certified Farmers Market - Market Glenn](#)

[Foodborne Illness Resources](#)

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FOOD FACILITY INSPECTION REPORT

GLENN COUNTY ENVIRONMENTAL HEALTH DEPARTMENT

257 North Villa Avenue, Willows, CA 95988
Phone (530) 934-6102 FAX (530) 934-6103

Name of Facility/ DBA: HAMILTON UNION ELEMENTARY SCHOOL		Inspection Date: 11/20/14	
Address: 277 CARAY AVE, HAMILTON CITY, CA		Reinspection Date (on or after): NEXT INSPECTION <small>(Reinspections are subject to fees)</small>	
Owner/Permittee: GLENN CO OFFICE OF EDUCATION	Phone No.:	Inspection Time: 11:30	Permit Exp. Date:
Certified Food Handler: MONA MOON		Certificate Expiration Date: 10/31/17 <small>(Certificate expires five years after it is issued)</small>	
Service: <input checked="" type="checkbox"/> Routine Inspection <input type="checkbox"/> Reinspection <input type="checkbox"/> Complaint <input type="checkbox"/> Construction/Pre-opening <input type="checkbox"/> Other:			
Applicable Law CALIFORNIA RETAIL FOOD CODE ("CalCode), Beginning with section 113700, California Health and Safety Code (See reverse side of sheet for summary)			

In = In compliance		N/A = Not Applicable		N/O = Not Observed		Maj = Major violation		Out = Items not in compliance		COS = Corrected On Site	
		Critical Risk Factors for Disease		Maj	Out	COS				Out	COS
<input checked="" type="checkbox"/>	In	1.	Demonstration of knowledge					24.	Person in charge present and performs duties		
<input checked="" type="checkbox"/>	In	2.	Communicable disease restrictions					25.	Personal cleanliness and hair restraints		
<input checked="" type="checkbox"/>	In	3.	Discharge of eyes, nose, mouth					26.	Approved thawing methods used		
<input checked="" type="checkbox"/>	In	N/O	4. Eating, tasting, drinking, tobacco use					27.	Food separated and protected		
<input checked="" type="checkbox"/>	In	N/O	5. Hands clean & properly washed, glove use					28.	Washing fruits and vegetables		
<input checked="" type="checkbox"/>	In		6. Handwashing facilities available					29.	Toxic substances properly identified, stored and used		
<input checked="" type="checkbox"/>	In	N/A	7. Proper hot and cold food holding temps					30.	Food stored, 31. Self service, 32. Labeled	X	
<input checked="" type="checkbox"/>	In	N/A	8. Time as a public health control, records					33.	Nonfood contact surfaces clean		
<input checked="" type="checkbox"/>	In	N/A	9. Proper cooling methods					34.	Warewashing facilities maintained, test strips		
<input checked="" type="checkbox"/>	In	N/A	10. Proper cooking time and temps					35.	Equipment, utensils, approved, clean good repair		
<input checked="" type="checkbox"/>	In	N/A	11. Reheating temperature for hot holding					36.	Equipment, utensils and linens, storage and use		
<input checked="" type="checkbox"/>	In	N/A	12. Returned and reservice of food					37.	Vending Machines		
<input checked="" type="checkbox"/>	In		13. Food safe and unadulterated					38.	Adequate ventilation and lighting		
<input checked="" type="checkbox"/>	In	N/A	14. Food contact surfaces clean and sanitized					39.	Thermometers provided and accurate		
<input checked="" type="checkbox"/>	In		15. Food from approved source					40.	Wiping cloths properly used and stored		
<input checked="" type="checkbox"/>	In	N/A	16. Shell stock tags, 17. Gulf Oyster regs					41.	Plumbing, proper backflow prevention	X	
<input checked="" type="checkbox"/>	In	N/A	18. Compliance with HACCP plan					42.	Garbage properly disposed, facilities maintained		
<input checked="" type="checkbox"/>	In	N/A	19. Advisory for raw/undercooked food					43.	Toilet facilities supplied, properly constructed, clean		
<input checked="" type="checkbox"/>	In	N/A	20. Health care/ School prohibited food					44.	Premises clean, vermin proof, personal items separate		
<input checked="" type="checkbox"/>	In		21. Hot & cold water. Temp: 170 °F					45.	Floors, walls and ceilings maintained and clean		
<input checked="" type="checkbox"/>	In		22. Wastewater properly disposed					46.	No unapproved living or sleeping quarters		
<input checked="" type="checkbox"/>	In		23. No rodents, insects, birds, animals					47.	Signs posted: Permit & inspection report available		
								48.	Plan Review Required		

No PHF []					
°F	Food	Location	°F	Food	Location
139	REFRIED BEANS	HOT HOLDING CABINET			
45	(UN-OPEN) MILK	MILK CABINET			
36	CHICKEN	WALK-IN FRIDGE			
36	HAM	3-DOOR TRAULSON			

Comments:
* FACILITY IS CLEAN & WELL MAINTAINED *
CORRECT THE FOLLOWING:
(30) STORE ALL FOOD AT LEAST 6" OFF OF THE FLOOR AT ALL TIME
 OBSERVED BOXES ON WALK-IN FREEZER FLOOR.
(4) PROVIDE A METHOD OF BACKFLOW PREVENTION ON THE
 UTILITY MOP SINK AT THE BACK OF THE KITCHEN

Received By: *X [Signature]* REHS: *[Signature]*

FOOD FACILITY INSPECTION REPORT
GLENN COUNTY ENVIRONMENTAL HEALTH DEPARTMENT

257 North Villa Avenue, Willows, CA 95988
 Phone (530) 934-6102 FAX (530) 934-6103

Page 1 of 1

Name of Facility/ DBA: HAMILTON UNION HIGH SCHOOL		Inspection Date 11/20/14
Address: Highway 32 & 45, Hamilton City, CA		Reinspection Date (on or after) NEXT INSPECTION <small>(Re-inspections are subject to fees)</small>
Owner/Permittee: HAMILTON UNION HIGH SCHOOL	Phone No.:	Inspection Time: 11:30
Certified Food Handler: SEAN MONTGOMERY		Permit Exp. Date
Service: <input checked="" type="checkbox"/> Routine Inspection <input type="checkbox"/> Reinspection <input type="checkbox"/> Complaint <input type="checkbox"/> Construction/Pre-opening <input type="checkbox"/> Other:		Certificate Expiration Date: 10/4/17 <small>(Certificate expires five years after it is issued)</small>
Applicable Law (ALIFORNIA RETAIL FOOD CODE) (California Code, Beginning with section 113700, California Health and Safety Code (See reverse side of sheet for summary))		

In = In compliance N/A = Not Applicable N/O = Not Observed Maj = Major violation Out = Items not in compliance COS = Corrected On Site		Critical Risk Factors for Disease			Maj	Out	COS	Out	COS
<input checked="" type="checkbox"/>	In	1.	Demonstration of knowledge				24.	Person in charge present and performs duties	
<input checked="" type="checkbox"/>	In	2.	Communicable disease restrictions				25.	Personal cleanliness and hair restraints	
<input checked="" type="checkbox"/>	In	N/O	3. Discharge of eyes, nose, mouth				26.	Approved thawing methods used	
<input checked="" type="checkbox"/>	In	N/O	4. Eating, tasting, drinking, tobacco use				27.	Food separated and protected	
<input checked="" type="checkbox"/>	In	N/O	5. Hands clean & properly washed, glove use				28.	Washing fruits and vegetables	
<input checked="" type="checkbox"/>	In		6. Handwashing facilities available				29.	Toxic substances properly identified, stored and used	
<input checked="" type="checkbox"/>	In	N/A	7. Proper hot and cold food holding temps				30.	Food storage, 31. Self service, 32. Labeled	X
<input checked="" type="checkbox"/>	In	N/A	8. Time as a public health control, records				33.	Nonfood contact surfaces clean	
<input checked="" type="checkbox"/>	In	N/A	9. Proper cooling methods				34.	Warewashing facilities maintained, test strips	
<input checked="" type="checkbox"/>	In	N/A	10. Proper cooking time and temps				35.	Equipment, utensils, approved, clean good repair	
<input checked="" type="checkbox"/>	In	N/A	11. Reheating temperature for hot holding				36.	Equipment, utensils and linens, storage and use	
<input checked="" type="checkbox"/>	In	N/A	12. Returned and reservice of food				37.	Vending Machines	
<input checked="" type="checkbox"/>	In		13. Food safe and unadulterated				38.	Adequate ventilation and lighting	
<input checked="" type="checkbox"/>	In	N/A	14. Food contact surfaces clean and sanitized				39.	Thermometers provided and accurate	
<input checked="" type="checkbox"/>	In		15. Food from approved source				40.	Wiping cloths properly used and stored	
<input checked="" type="checkbox"/>	In	N/A	16. Shell stock tags, 17. Gulf Oyster regs				41.	Plumbing, proper backflow prevention	
<input checked="" type="checkbox"/>	In	N/A	18. Compliance with HACCP plan				42.	Garbage properly disposed; facilities maintained	
<input checked="" type="checkbox"/>	In	N/A	19. Advisory for raw/undercooked food				43.	Toilet facilities supplied, properly constructed, clean	
<input checked="" type="checkbox"/>	In	N/A	20. Health care/ School prohibited food				44.	Premises clean, vermin proof; personal items separate	
<input checked="" type="checkbox"/>	In		21. Hot & cold water Temp 120°F				45.	Floors, walls and ceilings maintained and clean	
<input checked="" type="checkbox"/>	In		22. Wastewater properly disposed				46.	No unapproved living or sleeping quarters	
<input checked="" type="checkbox"/>	In		23. No rodents, insects, birds, animals				47.	Signs posted, Permit & inspection report available	
							48.	Plan Review Required	

No PHF []					
°F	Food	Location	°F	Food	Location
39	SANSAGE	3-DOOR TRUE FRIDGE			
139	RICE	ADOP STEAM TABLE			
39	HAM	WALK-IN FRIDGE			

Comments: * FACILITY IS CLEAN & WELL MAINTAINED *

CORRECT THE FOLLOWING:

30 STORE ALL FOOD AT LEAST 6" OFF OF THE GROUND. OBSERVED TUBS OF ICE CREAM ON FLOOR OF WALK-IN FREEZER

Received By: *[Signature]* REHS: *[Signature]*

Module 6 – Food Safety and Sanitation

Target Audience

- Executive Directors/Authorized Representative
- SFSP Administrators/Directors
- Site Supervisor/Manager
- Site Monitor

Estimated Time Required

- 30 minutes

Objectives

- Provide guidance to ensure proper temperatures are maintained for food served and food stored
- Provide guidance to ensure safe food handling (cross contamination, hand washing, and hygiene)
- Provide guidance on the required documentation that must be maintained to ensure proper safety and sanitation procedures

Tasks

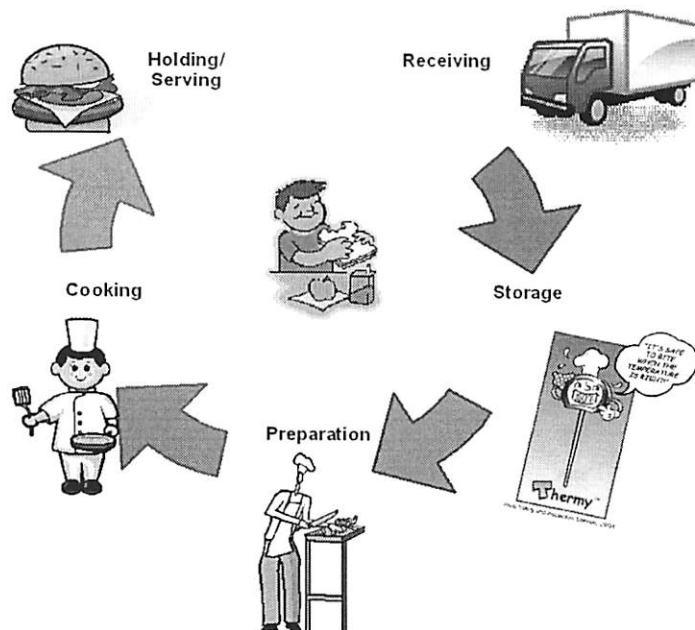
- Read materials
- Review Web sites and resources
- Complete and submit online quiz

Responsibilities

It is the responsibility of the sponsor to ensure that the current California Retail Food Code—Cal Code (formerly California Uniform Retail Food Facilities Law-CURFFL) requirements are followed at the site(s). **The California Department of Education (CDE) refers all sponsors to their local Environmental Health Department, as there may be additional specific county-level requirements regarding the type of health permits required.**

Review the current California Food Code-Cal Code for areas critical to food safety programs at <http://www.cdph.ca.gov/services/Documents/fdbRFC.pdf>

Safe Food – From Receiving to Serving



All steps from receiving to serving must be carefully monitored to ensure food is maintained in the proper temperature ranges. This requirement is relevant to all sponsors whether you are a self-preparation or vended site.

Basics for Handling Food Safely

Safe steps in food handling, cooking, and storage are essential to prevent foodborne illnesses.

Follow the four “Fight Bac!” Guidelines to keep food safe:

Clean – Wash hands and surfaces often.

- Hand washing is one of the most critical aspects of good personal hygiene in food service. Clean hands are necessary to prevent contamination of food during preparation and service.
- Always wash hands frequently and properly with warm, **(at least 100 degrees F)**, running water and soap for a total of 20 seconds **(with 10-15 seconds of vigorous scrubbing)** before and after handling food. Use a separate sink to wash hands, not a sink used for food preparation or dishwashing. Always wash hands after touching hair or face, coughing, sneezing, eating or drinking, handling chemicals, or taking out the garbage.
- No bare-hand contact with ready-to-eat food. **Clean** disposable gloves must be worn and changed as necessary.

Separate – Do not cross-contaminate.

- Cross-contamination is a common cause of foodborne illness. Hand-to-food cross-contamination occurs when contaminated hands handle cooked or ready-to-eat foods.
- Never touch ready-to-eat foods with your bare hands; if possible, wear clean, disposable plastic gloves.
- Wash utensils and food preparation areas before and after handling each food item and before working on the next food item.

Cook – Cook foods to proper temperatures and observe critical control points.

- Be sure thermometers are available and use them properly. Calibrate thermometers on a regular basis. Monitor and record all temperatures on a temperature log.
- Cook foods to minimum required internal temperatures for food safety and observe critical limits.
- After reaching the proper internal cooking temperature, hold all hot food at 135°F or above.

**Summary Chart for Minimum Food Cooking and Holding Temperatures
2013 FDA Food Code**

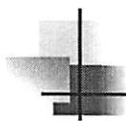
Food	Minimum Temperature	Minimum Holding Time as the Specified Temp.
Poultry; Balut; Stuffed Fish; Stuffed Meat; Stuffed Pasta; Stuffed Poultry; Stuffed Ratites; Stuffing Containing Fish, Meat, Poultry, or Ratites Wild Game Animals	165°	15 seconds
Raw Eggs not prepared for immediate service	158°	< 1 second
Comminuted Commercially Raised Game Animals and Exotic Species of Game Animals	155°	15 seconds
Comminuted Fish and Meats Injected Meats	150°	1 minute
Mechanically Tenderized Meats	145°	3 minutes
Raw Eggs prepared for immediate service Commercially Raised Game Animals and Exotic Species of Game Animals Fish, Pork, and Meat (not otherwise specified in this chart)	145°	15 seconds
Food Cooked in a microwave oven	165°	Hold for 2 minutes after removing from microwave oven

Chill – Properly cool foods, promptly refrigerate, and observe critical control points. Bacteria spread fastest at temperatures between 41°F and 135°F (temperature danger zone), so chilling food properly is one of the most effective ways to reduce the risk of foodborne illness.

- Critical limit: Hold cold foods at 41°F or below. Check and record temperatures.
- Keep frozen food in a freezer at 0°F or lower.
- Cool hot food from 135°F to 70° within two hours and from 70°F to 41°F or below within four hours. **Divide into smaller batches and use an “ice bath” to cool the food rapidly.** Do not allow any foods to cool at room temperature.

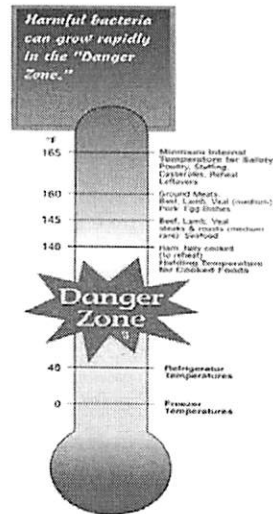
NEVER PLACE HOT FOOD IN THE REFRIGERATOR

- Refrigerate and freeze properly cooled leftovers in covered, shallow two inch deep or less containers. **Label and date all leftover or prepared food.**
- Do not thaw frozen foods at room temperature; **thaw in the refrigerator.**



Temperature Range

Hot food must be kept at 135° or above and cold food must be kept at 41° or below to prevent harmful bacteria from growing .



Daily Temperature Log

To keep food safe, fresh, and appetizing, food temperature must be maintained during storage, preparation, and serving.

Temperature logs should be posted on refrigerators, freezers, and dry storage areas and maintained on a daily basis.

A sample Temperature Log is available in the Child Nutrition and Information Payment System (CNIPS) "Download Forms" section.

In addition, Temperature Log forms can be found in the USDA SFSP Nutrition Guide on USDA's Web page at <http://www.fns.usda.gov/sfsp/handbooks>.

Below is a picture of sample food temperature log from in the USDA SFSP Nutrition Guidance Manual.

**DAILY TEMPERATURE FORM –
INTERNAL FOOD TEMPERATURES**

Date	Food Item	Time/ Temperature/ Initials	Time/ Temperature/ Initials	Time/ Temperature/ Initials

Source: National Food Service Management Institute. (2009). *Serving it safe training resource*. Appendix 3. University, MS: Author.

Below is a picture of sample storage temperature log in the USDA SFSP Nutrition Guidance Manual.

STORAGE TEMPERATURE FORM

Date	Food Item	Time/ Temperature/ Initials	Time/ Temperature/ Initials	Time/ Temperature/ Initials

Source: National Food Service Management Institute. (2009). *Serving it safe training resource*. Appendix 4. University, MS: Author.

Using a Food Thermometer

Using a food thermometer is the only sure way to tell if the food has reached a high enough temperature to destroy harmful bacteria. Always check the temperature of foods to make sure that they are thoroughly cooked and foods are maintained within proper holding temperatures.

General Thermometer Guidelines

When using thermometers:

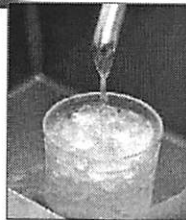
- Clean and sanitize after each use
- Calibrate them regularly
- Insert the thermometer stem or probe into the thickest part of product
- Wait for the reading to stabilize before recording temperature
- Never use mercury or spirit-filled glass thermometers to check food temperature

Calibrating Thermometers

The ice-point bath is the most widely used method to calibrate thermometers. It is a very quick and convenient way to check the accuracy of your thermometers. Calibrate thermometers at least once a week. The thermometer must be recalibrated if dropped.

Calibrating Thermometers

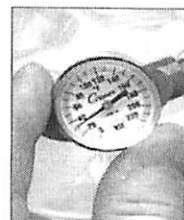
Ice-Point Method



Step 1
Fill container with crushed ice and water, stir mixture well.



Step 2
Submerge sensing area of stem or probe for 30 seconds. Do not let stem or probe touch the container bottom or sides.



Step 3
Hold calibration nut and rotate thermometer head until it reads 32 F (0 C)

Temperature-Measuring Devices

Common Types of Thermometers



Bimetallic Stemmed Thermometer



Thermocouple



Infrared Thermometer

Photos courtesy of Cooper-Atkins Corporation

Bimetallic Stemmed Thermometers – Measures temperatures through the metal stem. Foods must be thick enough to insert the stem up to the dimple.

Thermocouple and Thermistor Thermometers – Measure temperatures through a metal probe. Temperatures displayed digitally. Sensing area is located in the tip. Good for measuring thin foods such as hamburger patties.

Infrared Thermometers – Measures temperatures of food and equipment surfaces only.

For more information, refer to:

Management Bulletin-NSD-SFSP-01-2008 Temperature Controls of Potentially Hazardous Food on CDE's NSD's Web page at <http://www.cde.ca.gov/ls/nu/sf/mbnsdsfsp012008.asp>.

The USDA SFSP Nutrition Guidance Manual has a chart of food safety rules and a Food Safety Check List located on the USDA's Web page at <http://www.fns.usda.gov/cnd/summer/library/handbooks.html>.

Serving it Safe training resource, Food Safety Checklist, is located on National Food Services Management (NFSMI) Web site at <http://www.nfsmi.org/documentlibraryfiles/PDF/20100204085529.pdf>.

Food Safety with Sharing Table or Goody Box

Sponsors may designate a “sharing table” or “goody box” where children may return whole, unopened, or prepackaged items that they choose not to eat. These food items are then available to other children who may want additional helpings. If you are using a sharing table or goody box, ensure proper food temperatures are maintained at all times.

Be sure to check with local environmental health department to make sure this procedure complies with your county’s enforced rules.

For more information, refer to Management Bulletin-NSD-SNP-05-2008 Clarification Regarding the Use of Sharing Tables on CDE’s NSD’s Web page at <http://www.cde.ca.gov/ls/nu/sn/mbnsdsn052008.asp> and Management Bulletin-USDA-CNP-04-2012 Guidance on the Donation of Leftover Food at <http://www.cde.ca.gov/ls/nu/sn/mbusdacnp042012.asp>

Food Safety and Transporting Meals

If you are transporting food to outdoor sites, consider using refrigerated trucks and/or warmers. Proper temperature maintenance is necessary and must be observed if food is to be transported. Review temperatures taken prior to delivery and consider the time until meals will be served when accepting delivered meals.

Food temperatures and time of day must be taken and recorded:

- Before leaving the vendor’s or sponsor’s central kitchen
- Upon arriving at the site
- Prior to service

Transport cold meals in clean ice chests or clean insulated food carriers with ice or ice packets, or refrigerated trucks. Please refer to Management Bulletin on CDE’s NSD’s Web page at <http://www.cde.ca.gov/ls/nu/sn/mb02134.asp>.

- Transport hot meals in clean hot packs or clean insulated food carriers.
- Ensure meals are not delivered more than one hour prior to the approved serving time of meal.

A sample transport record is available in the Child Nutrition and Information Payment System (CNIPS) "Download Forms" section.

Resources

National Food Service Management Institute, Food Safety for Summer Food Service Programs
<http://www.nfsmi.org/ResourceOverview.aspx?id=73>

The Food Code, U.S. Department of Health and Human Services, Food and Drug Administration, 2013
<http://www.fda.gov/Food/GuidanceRegulation/RetailFoodProtection/FoodCode/ucm374275.htm>

USDA Food Safety Education
http://www.fsis.usda.gov/Food_Safety_Education/index.asp

USDA and the Partnership for Food Safety Education
<http://www.befoodsafe.org>

U.S. Department of Health and Human Services
<http://www.foodsafety.gov/>

As defined in § 225.16 (a), Sponsors are required to submit, annually, to the State agency a copy of their letter advising the appropriate health department of their intention to provide a SFSP food service during a specific time period and at specific sites.

Program Staff

Your Summer Food Specialist at the Nutrition Services Division is the best resource for questions about SFSP requirements. The SFSP staff Contact List and County Assignments is found in the Download Forms section of the CNIPS online application as SFSP 01.

Dennis Arena

E-mail: darena@cde.ca.gov

Phone: 916-324-9073

Melissa Garza

E-mail: mgarza@cde.ca.gov

Phone: 916-322-5885

Augie Aguilar

E-mail: auaguilar@cde.ca.gov

Phone: 916-327-5865

Vincent Keene

E-mail: vkeene@cde.ca.gov

Phone: 916-322-8319

Alternatively, contact the Nutrition Services Division toll-free at 800-952-5609.