

Summer Food Service Program

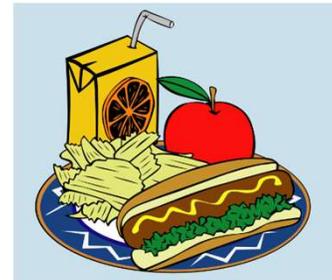
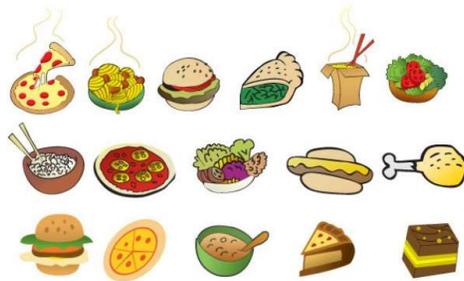
Navigating the Health Department

A General Guideline for a Smooth Interaction
and Permitting Process

What is a Food Service Establishment?

Chapter 511-6-1, Rules and Regulations for Food Service Establishments

“Public or private establishments which prepare and serve meals, lunches, short orders, sandwiches, frozen desserts, or other edible products directly to the consumer either for carry out or service within the establishment.”





INCLUDES:

- RESTAURANTS
- COFFEE SHOPS
- CAFETERIAS
- SHORT ORDER CAFES
- LUNCHEONETTES
- TAVERNS
- LUNCHROOMS
- PLACES WHICH RETAIL SANDWICHES OR SALADS
- SODA FOUNTAINS
- FOOD CARTS
- ITINERANT RESTAURANTS
- INDUSTRIAL CAFETERIAS
- CATERING ESTABLISHMENTS
- **OTHER SIMILAR FACILITIES**

DOES NOT INCLUDE:

FOOD SALES
ESTABLISHMENTS
(Convenience stores,
grocery stores, etc.)



OUTDOOR REC ACTIVITY
SPONSORED BY STATE,
COUNTY, MUNICIPALITY,
OUTDOOR OR INDOOR
SCHOOL FUNCTION (other
than cafeteria)



NON-PROFIT EVENT (fair,
festival, etc.)



Why Do I Need a Food Service Permit??



To minimize foodborne illness and prevent someone's death

5 Food Safety Risk Factors Identified by CDC:

- Improper hot/cold holding temperatures of TCS foods (time/temperature controlled for safety foods)
- Improper cooking temperatures
- Dirty or contaminated equipment and utensils
- Poor employee health and hygiene
- Food from unsafe sources



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Getting Started.....

1. Complete the "Food Service Permit Inquiry" Form.
2. Contact the health department in the county you wish to operate ([EH County Offices](#)).
3. Submit your "Food Service Permit Inquiry" Form to that health department for review (*there may be fees required for this review*).
4. The Environmental Health Specialist (EHS) will determine if a food service permit is required based on your proposed business model. If a permit is required, the EHS will check the "Required" box on the FS Permit Inquiry Form, complete the additional information, return the form to you, and provide you with a food service permit application.
5. If a food service permit is NOT required, the EHS will check the "Not Required" box on the FS Permit Inquiry Form and complete the additional information and return the form to you. Nothing additional needed from the health department.



What to Expect During the Permitting Process

- ✓ Submit the [application for a food service permit](#) (and most likely a plan review fee)
- ✓ Include the following:
 - **Business Model** (see next slide)
 - Information on how food will be obtained and delivered to feeding site
 - Any feeding sites served by a central kitchen within the same county or other counties with which you are affiliated
 - Estimated date feeding site will be open (NOTE: food service permit is required *prior* to any food service operations.)



What to Expect During the Permitting Process

What is a **Business Model** and What Do You Need to Include?

- The Business Model is a vital part of the plan review process.
- Details the Standard Operating Procedures (SOP) of the Food Service Establishment.
- Determines if the establishment/equipment is capable in handling the needs of the business

Business Model Content

Shall include:

- Food transporting process
- Equipment(cold and hot holding)
- Vehicles
- Detailed procedures on the flow of food
- Detailed description on how active managerial control will be maintained.
- Hours of operation
- Number of employees working at the central location and satellite sites.
- Responsibilities of satellite employees
- List of all satellite locations
- SOP outlining Time as a Public Health Control (TPHC)
- Special food process
 - Reduced Oxygen Packaging(ROP)
 - Smoking
 - Curing

What to Expect (cont'd)

- ✓ The health department will conduct a plan review and communicate whether or not additional information is needed. Once the plan review is completed, the health department will inform you of the approved plans
- ✓ You will need to schedule an Initial inspection with the health department to receive your permit
- ✓ During the Initial inspection the EHS will verify compliance with the Georgia Food Service Rules and Regulations, [Chapter 511-6-1](#)
- ✓ Once compliance is determined, you will receive your food service permit and an inspection report (these must be displayed at your feeding site) and you may begin food service operations.

What is Required at Minimum for a FS Permit?

Depending on the complexity of your food service operation, there could be more items required; however, at a *minimum* you will need:

- An enclosed area for food preparation and storage
- A handwashing sink with hot and cold running water
- Three-compartment sink (or other approved 3-step method) for washing, rinsing and sanitizing dishes and utensils. Dishwashing machines cannot be the only means available for washing, rinsing and sanitizing
- Thermostatically controlled cold holding units for any items stored overnight at the feeding site (e.g., milk cartons, etc.)

- Sharing an existing permitted food service establishment with another permit holder is not allowed. *(For instance, a church has a kitchen that is permitted by the health department as a soup kitchen. If you want to use that kitchen as a feeding location, the church would have to give up their food service permit and cease all operations of the soup kitchen until the summer feeding program was over and you surrender your permit back to the health department.)*



Minimum Requirements (cont'd)

Whatever location you choose for your feeding site, if it requires a food service permit, it must meet all applicable local laws and ordinances such as zoning, fire, building, etc.



Resources

- Listing of Georgia County Environmental Health Offices

<https://dph.georgia.gov/sites/dph.georgia.gov/files/EnvHealth/Misc/EnvHealthContactInformation2019-03-13.pdf>

- DPH Food Service Permit Application

<https://dph.georgia.gov/sites/dph.georgia.gov/files/EnvHealth/Food/Misc/EnvHealthFoodPermitAppFSEstabMobileFSOperation3.pdf>

- Georgia Food Service Rules and Regulations, Chapter 511-6-1

<https://dph.georgia.gov/sites/dph.georgia.gov/files/EnvHealth/Food/Rules/EnvHealthFoodRules511-6-1Final.pdf>



DECAL and DPH - Working together in partnership to ensure summer feeding food safety!