

Food Manager's Certification



The City of Englewood's Health Code 13-12(a) states, "Every retail food establishment within the City of Englewood shall have at least one (1) Certified Food Service Manager on its premises at all times during operation."

The State of NJ mandated deadline for Risk Type III establishments to have a Certified Food Manager on staff has now passed. Risk Type III establishments include, but are not limited to: full service restaurants, diners, commissaries, and catering operations; or hospitals, nursing homes, and preschools preparing and serving potentially hazardous foods. This also includes establishments that have an extensive menu which requires the handling of raw ingredients; and is involved in the complex preparation of menu items that includes the cooking, cooling, and reheating of at least three (3) or more potentially hazardous foods.

According to Chapter 24 guidelines and the Englewood Health Code, any establishment operating without a currently Certified Food Manager will be adequate cause to automatically place your establishment on a Conditionally Satisfactory Rating. You can also be issued a summons for operating without a Certified Food Manager.

It is the establishment's responsibility to ensure their Food Manager's certifications are current and up to date. Please check the expiration dates on the certificates because Englewood health inspectors will be checking the status of your certifications. This Ordinance is not new to the Health Code; it has been in place for numerous years, mandating that that establishments understand and follow the State Sanitary Code of New Jersey, which has recently changed, and keep its patrons safe.

In order to receive a "Food Protection Manager Certificate", the Person in Charge, or PIC, must pass a food safety certification exam.

Please Note: The "Food Program Manager Certification" is independent of the typical "food handler" training program.





Renewal Time is Almost at Hand: DON'T FORGET!

Applications for retail food license renewals for the period of April 1, 2010 – March 31, 2011 are in the process of being mailed to your establishments. Take the time to review and complete your applications. If your establishment does not receive an application by mail, please stop by the Health Department where you can be assisted with the application process.

****Please take note that vending machine licenses must be renewed at the same time.****

- New businesses that purchased a 2009 retail food license in the last few months will still be required to renew for 2010 by March 31st.
- Establishments that are designated as non-profit (i.e. churches, etc.) are still required to submit a completed renewal application.
- Late fees will be charged on all renewals received/postmarked after April 1st. Late fees: \$50.00 for licenses under \$200 – or -- \$100 for licenses \$200 and over.
- License renewals are subject to an additional penalty fee of 50% of the normal license fee whenever an establishment has received two (2) Conditional ratings in the previous licensing year.
- Re-inspection fees, in the amount of 25% of the normal license fee, will be assessed for any establishment that received a second Conditional or subsequent Conditional rating (upon re-inspection) or an Unsatisfactory rating in any licensing year.
- Pursuant to the City of Englewood Revised Health Code, it is unlawful to operate a retail food establishment without a current and valid license.
- Remember to post your retail food license in a place where the public can easily view it.

The Health Department will take legal action against establishments that fail to renew their license.
TAKE THE TIME, TO AVIOD THE FINE...\$\$\$

Employee Hygiene: Break Your Dirty Habits



Sometimes foodborne illness can be attributed to poor personal hygiene. Things such as not washing hands, personal cleanliness, improper glove use, and unsanitary behaviors may lead to a serious outbreak which can affect your business and reputation. Learn to spot and correct these deficiencies and protect public health.

Handwashing is a simple but important duty in any food preparation routine. A good thorough lathering, scrubbing, and rinsing, for at least 20 seconds, will eliminate the contamination of food through handling. Handwashing facilities should be fully stocked with soap, paper towels and hot water at all times and also be kept clear, convenient, and unobstructed. The handwashing station's single function is for handwashing purposes ONLY. Hands should be washed after the following actions:

- Anytime when entering the kitchen
- Before handling or preparing foods
- Handling money
- After touching parts of the body (face, hair, nose, etc.)
- After using the restroom
- Smoking
- Eating



Eating, chewing gum or tobacco, and smoking are prohibited within the food preparation area. These actions can possibly contaminate food products by accident by way of smoke and ash, food particles, or the gum itself. In addition, saliva on the fingers of smokers and gum chewers can introduce huge numbers of bacteria into a food product or on food preparation equipment.

Clean attire is a must for any food service operation. For instance, a dirty uniform or apron can spread pathogens to an employee's hand. In addition, an untidy appearance may make patrons think twice about eating in your establishment. Whenever work attire becomes heavily soiled, have a fresh set on hand.

Also remember... Employees that are visibly sick (coughing or sneezing) or have open wounds should refrain from working with food. It can unnecessarily expose food to bacteria. Instead, assign the worker(s) in question to other tasks. They can resume their regular responsibilities when they have fully recovered from their condition.



Reminders



Every establishment in Englewood MUST have a Certified Food Manager on site and at all times. State rule became effective JANUARY 2, 2010.



It is almost time to renew your establishment's food license. Licenses must be renewed prior to MARCH 31, 2010.



Hand washing should be conducted in a timely manner. Staff must wash hands whenever entering the kitchen, between glove changes, and whenever switching from one task to another. Please be aware of your employee hygiene.

Sources: New Jersey Department of Health and Senior Service – Chapter 24 of the New Jersey State Sanitary Code;
www.google.com (images)

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