

Food sanitation inspection form for hospital kitchen

How To Used The Inspection Form

Tick this mark" ✓ " in the column behind the item when Food Handler completely perform this item.

Tick this mark" ✗ " in the column behind the item when the Food Handler do not complete in this item.

Tick this mark" - " in the column behind the item when there is no activity or nothing wrong according to food sanitation standard

Topic	Standard criteria	Results of inspection				Remark
		No.1	No.2	No.3	No.4	
A. Preparation/cooking area	①. All areas must be clean and tidy, adequate lighting, and not close to garbage receptacle or waste water treatment system.					
	②. Wall and ceiling must be durable, smooth, non-absorbent, clean and washable surfaces of a light color.					
	③. Cooking table and wall surrounded stove must be made from durable, non-absorbent and easily cleanable materials. (i.e., stainless steel or tile). Table must be at least 60 cm. above the floor.					
	4. The area maintained free from flies by using wire screen or air-condition.					
	5. Adequate ventilation shall be provided above cooking area with exhausted hood, ducts, fan and filters, which should be always maintaining clean.					
B. Food, drinking water, and beverage	⑥. Canned food and beverage must have a registered FDA or TIS food number.					
	⑦. Raw or fresh food (i.e., meat, vegetable, fruit and dried food) must be wholesomes, unadulterated from approved sources. Fresh food must be washed and cleaned before cooking and storing. Food must be kept separately according to their types, stored either at least 60 cm. above the floor or in refrigerator.					
	8. Canned food and beverage must be in good conditions (no swelling, rust or leak), stored at least 30 cm. above the floor.					

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	9. Dried food must be kept in separate clean area. The food shall be stored on the shelf at least 30 cm. above the floor.					
	10. Adequate cold room or refrigerator to store fresh/raw food shall be provided. In case of cold room, food must be placed at least 30 cm. above the floor.					
	11. Cooked food must be kept or covered in clean food grade container, placed at least 60 cm. above the floor.					
	12. Food transported to patients must be contained in closed carriage.					
	13. Drinking water, beverage and fruit juice must be fit for human consumption, stored in clean and covered container placed at least 60 cm. above the floor. A ladle or spoon with long handle shall be used for serving.					
D. Equipment and Utensils	14. All utensils (i.e., plates, spoons, forks, chopsticks) must be made of non-toxic and non-corrosive materials, and easily cleanable (i.e., stainless steel, tiles, glass, aluminium, melamine) with white or light color.					
	15. Washing utensils must be separated for infectious and non-infectious patients.					
	16. Proper washing technique of three steps used, washing with detergent, rinsing with clean tap water, and sanitizing by chlorine or hot water. The washing facilities should be placed at least 60 cm. above the floor.					
	17. Proper dishwashing machine shall be used for washing, sanitizing and drying all utensils.					
	18. Spoons and forks must be stored with handle up or laid down neatly in a clean and covered container or basket. During transport to patients, the utensils must be covered.					
	19. All utensil (i.e., plates, bowls, trays or glasses) used for patients should be kept in a reverse position (bottom up) in a clean container or basket placed at least 60 cm. above the floor. During transport to patients, the utensils must be covered.					

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	(20) Cutting board must be in good conditions without any crack or pit. The board must be used separately for cooked and raw food, and covered while it is not being used except when the kitchen has pest protection system.					
E. Garbage and waste water mamagement	(21) Garbage bin must be leakproof, non-absorbent, vermin-proof, and covered-container. Plastic bag must be put inside the bin.					
	22. All drains must be in good condition and shall convey liquid waste from kitchen or washing facilities through wastewater treatment system. The liquud waste or wastewater should not discharge directly to public sewer.					
	23. Grease interceptors should be in good condition, preferably employ at washing facilities, and properly maintain before discharging to public sewer.					
F. Toilet facilities	(24) Toilet facilities must be clean, well ventilated, with adequate water supply. The toilet should be located separately from food preparation, storage, cooking and washing areas. Hand washing facilities are required within or adjacent to toilet rooms.					
	25. Adequate toilet and hand washing faciliateis shall be proviced for food handler.					
G. Food handler	(26) Food handler must wear clean uniform or suitable protective clothing including short or long sleeves clothes.					
	(27) Food handler must wear uniform with white apron and hair covering (i.e., hat or net).					
	(28) Food handler shall be healthy, free from diseases transmitted through food, water or or equipment, and skin infection. The food handler is required to carry out an annual physical examination.					
	(29) Food handler must have good personal hygiene (i.e., short finger nails without painting, non smoking) during handling food. Proper utensils must be used during preparation or serving food to minimize hand contact (i.e., tong, spoons, spatulas, single use plastic gloves)					

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H. Surveillance system for food and utensil safety	30. Sampling of food (2 ready-to-eat food) and utensil (2 samples) must be carried out for microbiological examination. The positive samples should have $< 10^6$ CFU/ gram for food, and $< 10^3$ CFU/1 utensil/4 inch ² . The examination results should not be more than 2 months before an approve of certification.					