



Yours for Children, inc.

Food Safety and Sanitation FY'24

Sources:

Massachusetts Department of Early Education and Care -- Policy "Cleaning Sanitizing and Disinfecting Surfaces in Child Care Settings. 4/15/2021
DESE -- Food Safety Training -- Annual Training for FDC Providers FY24
USDA -- Keep Food Safe! Food Safety Basics
USDA -- Food Safety Basics -- Safe Food Handling and Preparation
USDA -- Food Safety Information—"Danger Zone"
USDA -- Food Safety Information—Cutting Boards and Food Safety
USDA -- Freezing and Food Safety
USDA -- For Child Care Providers: Hand Washing
USDA -- Be Food Safe—Four Easy Lessons in Safe Food Handling
USDA -- Be Food Safe—Kitchen Companion—Your Safe Food Handbook
USDA -- Fight Bac program
USDA -- Family Day Care Homes Monitor Handbook—Child and Adult Care Food Program 2012
Institute of Child Nutrition -- Food Safety in Child Care 2019
Yours for Children, Inc. -- Provider Handbook 2019

Yours for Children Inc. 303-313 Washington Street, Auburn MA 01501. 800-222-2731. www.yoursforchildren.com

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Food Safety and Sanitation Training FY'2024

*This is a required training for
Child and Adult Care Food Program (CACFP) participation*

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Yours for Children, Inc. 489 Washington Street Suite 109 Auburn MA 01501
800-222-2731
FAX 508-721-0919
YFCI@yoursforchildren.com
www.yoursforchildren.com
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Sanitation and the CACFP

As we reflect on the COVID-19 pandemic, it is important that we remain diligent in our efforts to maintain the safest environment for ourselves, loved ones...and the children we care for.

On April 15, 2021, the Massachusetts Department of Early Education and Care (EEC) published its policy on Cleaning, Sanitizing, and Disinfecting Surface in Child Care Settings. This YFCI Home Study reviews that policy and explains how you, as a participant in the Child and Adult Care Food Program (CACFP), can adhere to both EEC and CACFP regulations. Additional information is provided by USDA and the Massachusetts Dept. of Elementary and Secondary Education (DESE).

EEC Policy Statement, 04/15/2021

- Regulations of the Department of Early Education and Care (EEC) require all child care programs to ensure that equipment, materials, and the environment are maintained in a sanitary condition. The regulations further state that sanitizing and disinfectant solutions used in the child care environment must be either a bleach solution or a commercially prepared disinfectant that has been registered as a sanitizing solution by the Environmental Protection Agency (EPA). See 606 CMR 7.11(10)(f)-(p).
- Through this policy, EEC seeks to outline the means, methods, and frequency of cleaning, sanitizing, and disinfecting required to comply with the licensing regulations and to safely maintain a sanitary child care program environment.

Cleaning, Sanitizing, and Disinfecting

The terms **cleaning**, **sanitizing**, and **disinfecting** are sometimes used interchangeably, leading to misunderstanding and ineffective cleaning procedures. In accordance with Department of Public Health (DPH) recommendations and as established by Caring for Our Children (4th edition), cleaning, sanitizing, and disinfecting must be completed as follows:

- **Cleaning** - Cleaning means to physically remove dirt, debris and sticky film from a surface by scrubbing and washing with a detergent solution and rinsing with water. Cleaning first removes most germs and allows the sanitizing or disinfecting product to come in contact with any remaining germs left on the surface.
- **Sanitizing** - (after cleaning) is the proper treatment for most equipment and surfaces in early education and care programs. Sanitizing reduces enough germs on inanimate surfaces to reduce the risk of becoming ill from contact with those surfaces. Sanitizing reduces germs to levels considered safe by public health codes and regulations.
- **Disinfecting** (after cleaning) is the proper treatment for surfaces or equipment where safe contact requires a more powerful response to germs. Disinfecting destroys most germs on inanimate surfaces and is the proper treatment for equipment and surfaces that are involved with toileting and Special Precautions.

General guidelines for Sanitizing and Disinfecting:

- Sponges must not be used for sanitizing or disinfecting.
- Surfaces and equipment must air dry after sanitizing or disinfecting. Adhere to the contact time listed for how long a product must be in contact with a surface to be effective. If no contact time is listed, let the product sit on the surface for at least two minutes. Do not wipe dry unless it is a product instruction. *Careful supervision is needed to ensure that children are not able to touch the surface until it is completely dry.*
- All sanitizing and disinfecting solutions must be labeled properly to identify the contents; kept out of the reach of children; and stored separately from food items. Do not store sanitizing and disinfecting solutions in beverage containers.
- All sanitizing and disinfecting solutions should be used in areas with adequate ventilation and never near children.

Sanitizing and Disinfecting with Bleach and Water

- Programs using a self-made bleach solution with an 8.25% bleach concentration should follow the guidelines below in determining the appropriate concentration of bleach for each use.
- The recommendations below are for bleach products with an 8.25% bleach concentration only. If a different bleach concentration is used, different dilutions are required and should be prepared in accordance with the instructions on the product packaging. If the bleach product is U.S. Environmental Protection Agency (EPA) registered, follow the label instructions for the appropriate “recipes”.

Recipes for Sanitizing and Disinfecting

Recommended SANITIZING dilution for 8.25% bleach	
If you have this much water	Add this much bleach
1 gallon	2 teaspoons
½ gallon	1 teaspoon
1 quart	½ teaspoon
1 pint	¼ teaspoon

Recommended disinfecting dilution for 8.25% bleach	
If you have this much water	Add this much bleach
1 gallon	1/3 cup
½ gallon	¼ cup
1 quart	4 tablespoons
1 pint	1 tablespoon

All bleach and water dilutions must be freshly mixed every 24 hours. Bleach solutions should be prepared daily to ensure their ability to safely sanitize or disinfect. When preparing sanitizing or disinfecting dilutions always *add bleach to water*. (This helps to avoid bleach splashes caused by adding water to bleach.) Use either the sanitizing or the disinfecting dilution as specified above.

Using EPA Registered Products without Bleach

- Recent research regarding the increasing incidence of asthma among children and adults indicates that bleach used as a sanitizing or disinfecting solution can be an asthma trigger. As currently used, nonbleach products could be safer than and just as effective as bleach-based products. For this reason, the Massachusetts Department of Public Health and the Department of Early Education and Care recommend that, while bleach and water solutions are still allowed, programs begin using EPA-Registered sanitizing and disinfecting products without bleach as soon as they become available for purchase. The EPA Registered products will be identified as sanitizing products or disinfecting products.
- To find additional information about an EPA-registered product:
 1. Locate the EPA Registration number on the product label.
 2. Go to <http://iaspub.epa.gov/apex/pesticides/f?p=PPLS:1>
 3. Enter the number in the box titled EPA Registration Number and click the Search button.

Application of Sanitizing/Disinfecting Solutions

Sanitizing and Disinfecting solutions with bleach:

- Apply the bleach dilution after cleaning the surface
- It is recommended that bleach solutions be applied with a disposable cloth or paper towel, rinsed in the solution, and discarded after each use.
- If using a spray bottle, adjust the setting to produce a heavy spray or stream instead of a fine mist when possible. The fine mist could contain particles of strong chemicals which can cause asthma or allergy like symptoms.
- For all methods of applying bleach solutions, surfaces should be visibly wet and allowed to air dry for at least the contact time specified on the label of the bleach product.
- Apply when children are not present in the area and allow for fresh air ventilation when possible until bleach solution has dried.

Sanitizing and Disinfecting solutions without bleach:

- Always apply in accordance with manufacturer's recommendations.
- No matter which solution is used as a sanitizer or disinfectant, proper cleaning with soap and water is always required to be done first.
- Only products with an EPA registration number on the label can make reliable claims to effectively and safely reduce or destroy germs.

DESE Side Notes:

- When using pre-mixed solutions, like Lysol, read the product labels carefully!. Each product has its own explicit directions when being used on food contact surfaces and even if recommended to use on food contact surfaces. These products appear to be easier but many times have additional steps that include wiping the residue off with water and a clean cloth/paper towel, making it a two or three-step process.
- Do not reuse empty containers to avoid mixing chemical solutions. For example, solutions such as bleach and water put in a cleaned out Fantastic spray bottle or vice versa can be toxic, even if washed out previously.



General Guidelines for the Frequency and Applicability of Sanitizing and Disinfecting

All early education and child care programs should follow a routine schedule of cleaning, sanitizing, and disinfecting to ensure that the environment is as clean and free of germs as possible. Any toys, materials, equipment, bedding, or surfaces that cannot be cleaned, sanitized, and/or disinfected should not be used in the early education and child care setting. The following may be used to guide programs in developing a schedule for routine cleaning, sanitizing, and disinfecting.

SUGGESTED SCHEDULE OF CLEANING, SANITIZING, AND DISINFECTING.

SUGGESTED SCHEDULE OF CLEANING, SANITIZING, AND DISINFECTING	
<ul style="list-style-type: none"> * Towels * Washcloths * Sheets, blankets, pillowcases, and all bedding * Machine washable fabric toys 	Cleaned and dried before use by another child and at least weekly (these items do not need to be sanitized or disinfected.)
<p>All surfaces used for eating, including tables and high chair trays.</p> <p>All surfaces used for food preparation, including tables and counter tops</p>	Cleaned and sanitized daily, before and after each use
<ul style="list-style-type: none"> * Bibs * Thermometers * Toys mouthed by infants and toddlers * Bottles * Eating & drinking utensils, dishes, and preparation & serving utensils * Mops, cloths, or other cleaning equipment (when NOT used for cleaning body fluids) 	Cleaned and sanitized after each use
Cribs, cots, mats, and other approved sleeping equipment.	Cleaned and sanitized at least weekly and before use by another child
<ul style="list-style-type: none"> * Sinks and sink faucets (except when used following toileting) * Drinking fountains * Play tables * Pacifiers, labeled and reserved for individual use * Smooth surfaced, non-porous floors, after sweeping or vacuuming. (Programs operating four or fewer hours per day may wash floors on a weekly basis if there are no infants or toddlers in the program. All spills or accidents must be cleaned up immediately.) 	Cleaned and sanitized at least daily
<ul style="list-style-type: none"> * Toilets and toilet seats * Containers, including lids, used to hold soiled diapers * Sinks and sink faucets used after toileting activities * Water tables and water play equipment * Toilet training chairs which have first been emptied into a toilet * Sinks and faucets used for hand washing after the sink is used for rinsing a toilet training chair * Diapering surfaces * Mops, cloths, or other cleaning equipment used for cleaning body fluids (using Standard Precautions) 	Cleaned and disinfected after each use

Basics for Handling Food Safely

Safe steps in food handling, cooking, and storage are essential to prevent foodborne illness. You can't see, smell, or taste harmful bacteria that may cause illness. In every step of food preparation, follow the 4 (four) steps of the Food Safe Families campaign to keep food safe:

CLEAN – wash hands and surfaces often.

- Bacteria can spread throughout the kitchen and get on hands, cutting boards, knives, and countertops
- Frequent cleaning can keep that from happening
 - Wash hands with soap and warm water for 20 seconds before and after handling food
 - Run cutting boards and utensils through the dishwasher or wash them in hot soapy water after each use
 - Keep countertops clean by washing with hot soapy water after preparing foods. Sanitize after each use.

SEPARATE– Don't cross-contaminate.

- Cross-contamination is how bacteria spreads
- Keep raw meat, poultry, and seafood and their juices away from ready-to-eat foods
 - Use one cutting board for raw meat, poultry, and seafood and another for salads and ready-to-eat foods
- Keep raw meat, poultry, and seafood and their juices apart from other food items in your grocery cart.
- Store raw meat, poultry, and seafood in a container or on a plate so juices can't drip on other foods.

COOK – Cook to the right temperature

- Even for experienced cooks the improper heating and preparation of food means bacteria can survive.
 - Use a food thermometer- you can't tell food is cooked safely by how it looks.
 - Stir and rotate the dish and cover food when microwaving to prevent cold spots where bacteria can survive.
 - Bring sauces, soups, and gravies to a rolling boil when reheating.

Chill – Refrigerate promptly.

- Bacteria spreads fastest at temperatures between 41°F - 135°F, so chilling food properly is one of the most effective ways to reduce the risk of foodborne illness
 - Cool the refrigerator to 41°F or below and use an appliance thermometer to check the temperature.
 - Chill leftovers and takeout foods within 2 hours, and divide food into shallow containers for rapid cooling
 - Thaw meats, poultry, and seafood in the refrigerator, not the counter, and don't overstuff the refrigerator

At Home Reviews, your YFCI Monitor will:

- Observe handwashing before and after handling food.
- Verify the temperature of your refrigerator and freezer.
- Check the cleanliness of your refrigerator and counters.
- Check your food storage.

Remember, animals must be out of the food service area.....



Shopping

- Purchase refrigerated or frozen items after selecting your non-perishables.
- Never choose meat or poultry in packaging that is torn or leaking.
- Do not buy food past “Sell-By”, “Use-By”, or other expiration dates.



Storage- Refrigeration

Refrigeration

- Refrigeration slows bacterial growth. Bacteria exist everywhere in nature. They are in the soil, air, water, and the foods we eat. When they have nutrients (food), moisture, and favorable temperatures, they grow rapidly, increasing in numbers to the point where some types of bacteria can cause illness. Bacteria grow more rapidly in the range of temperature between 41°F and 135°F
- Always refrigerate perishable foods within 2 hours --- 1 hour when the temperature is above 90°F.
- Check the temperature of your refrigerator and freezer with an appliance thermometer. The refrigerator should be at 41°F.
- Cook or freeze fresh poultry, fish, ground meats, and variety meats within 2 days; other beef, veal, lamb, or pork, within 3 to 5 days.
- Organize foods by date. Remember “First In—First Out”. Use oldest items first.

Refrigerator Tips

YOUR FRIDGE + FOOD SAFETY

Keeping your refrigerator clean and organized helps to minimize food spoilage and reduces your risk of foodborne illness.

COOKED LEFTOVERS
Leftovers are safe for 3 to 4 days in the refrigerator.

TEMPERATURE
An appliance thermometer lets you know your fridge is set to 40 °F or below.

RAW MEAT
Prevent juices from leaking by storing on a wrapped plate or in a sealed container.

DOORS
Temperature changes frequently—avoid storing perishable foods here.

SEALED DRAWERS
Drawers are the best storage option for fruits and vegetables.

MAIN COMPARTMENT
Temperature is more stable—store perishable foods like raw meat, dairy, and eggs here.

FREEZER
Set to 0 °F or below. Frozen food is safe forever though quality may suffer with lengthy storage.

ADDITIONAL TIPS
Clean refrigerator surfaces with hot, soapy water and diluted bleach solution.

Keep fridge smelling fresh by placing an opened box of baking soda on a shelf.

USDA
For more food safety tips, go to **FoodSafety.gov**
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Food Storage – First in First Out Method

- Foods that are in storage the longest should be the next foods used. Foods should be stored oldest to newest.
- Organize food by expiration or use-by date.
- If a food item doesn't have an expiration or use-by date mark on the package when the food item was received/purchased.
- Store the same foods in the same area so they are all stored together.
- When storing foods, label and date the items to ensure you know how long items have been stored.
- Food should be stored at least 6 inches off floor

Food Storage- Shelf Stable Products

Shelf stable foods are foods that can be stored at room temperature.

These foods include canned/bottled foods, rice, pasta, flour, sugar, spices, oils and foods that do not require refrigeration until after opening.

Storage- Shelf-Stable Foods

Shelf-Stable Foods

Food that doesn't need to be refrigerated or frozen must still be stored with care. Follow these basic guidelines and you'll have food safety in the bag (or can).

- **Where:**

Store canned food and other shelf-stable products in a cool, clean, dry place. Never put them above the stove, under the sink, in a damp garage or basement, or any place exposed to high or low temperature extremes.

Once the packaging has been opened, dry goods must be stored in a way that is closed tightly or the food items transferred to a storage container with a secure cover.

- **How Long:**

In general, you can store high-acid food such as tomatoes and other fruit for 12 to 18 months; low acid food such as meat and vegetable, 2 to 5 years.

- **Care and Cautions for Cans:**

Discard cans that are dented, leaking, bulging, or rusted. Can linings might discolor or corrode when metal reacts with high-acid food such as tomatoes or pineapple – but as long as the outside of the can is in good shape, the contents should be safe to eat. Keep in mind, though, that the taste, texture, and nutritional value of the food can diminish over time.

- **Common Sense Caution:**

Keep pets, household cleaners, and other chemicals away from food and surfaces used for food.

If you're not sure how old a food is, or fear that it may not have been properly refrigerated or has been left out too long, don't taste it! Instead, remember the "golden rule" of food storage:

When in doubt, throw it out!

Food Storage- Shelf Stable Products

Food	Storage on Shelf	Storage After Opening
Canned meat and poultry, stews, soups (not tomato), spaghetti, corn, carrots, peas	2-5 years	3-4 days in refrigerator
Canned fruits, mixed fruits, pickles	12-18 months	5-7 days in refrigerator
Rice and dried pasta	2 years	3-4 days in refrigerator after cooking
Tuna or other pouched seafood	18 months	3-4 days in refrigerator

Food Storage: Cold Food



To prevent cross contamination, store ready to eat foods and produce above meats, poultry and seafood.

Food Storage : Cold Food

Food	Type	Refrigerator (40F or below)	Freezer (0F or below)
Salad	Egg, chicken, ham, tuna and macaroni salad	3-4 days	Do not freeze
Luncheon meat	Opened package/deli sliced	3-5 days	1-2 months
Hamburger, ground meats and ground poultry	Ground beef, turkey, chicken, other poultry	1-2 days	3-4 months
Fresh beef and pork	Steak, chops, roasts	3-5 days	4-12 months
Fresh poultry	Chicken/turkey, whole Chicken/turkey, pieces	1-2 days 1-2 days	1 year 9 months
Fish	Cod, flounder, haddock, pollock	1-3 days	4-8 months
Leftovers	Cooked meat or poultry	3-4 days	2-6 months

Preparation

- Always wash hands before and after handling food.
- Don't cross-contaminate. Keep raw meat, poultry, fish, and their juices away from other food. After cutting raw meats, wash hands, cutting board, knife, and counter tops with hot soapy water.
- Marinate meat and poultry in a covered dish in the refrigerator.
- Sanitize cutting board by using a solution of $\frac{1}{2}$ teaspoon chlorine bleach in 1 quart of water.



Thawing

Thawing

- **Refrigerator:** The refrigerator allows slow, safe thawing. Make sure thawing meat and poultry juices do not drip onto other food.
- **Cold Water:** For faster thawing, place food in a leak-proof plastic bag. Submerge in cold tap water. Change the water ever 30 minutes. Cook immediately after thawing.
- **Microwave:** Cook meat and poultry immediately after microwave thawing.



Cooking

Cooking

- Cook all raw beef, pork, lamb and veal steaks, chops, and roasts to a minimum internal temperature of 145°F as measured with a food thermometer before removing meat from the heat source. For safety and quality, allow meat to rest for at least three minutes before carving or consuming. For reason of personal preference, consumers may choose to cook meat to higher temperature.
- Ground meat: Cook all raw ground beef, pork, lamb, and veal to an internal temperature of 160°F as measured with a food thermometer.



Leftovers

Leftovers

- One of the most common causes of foodborne illness is improper cooling of cooked foods. Bacteria can be reintroduced to food after it is safely cooked.
- Discard any food left out at room temperature for more than 2 hours
– 1 hour if the temperature was above 90°F.
- Place food into shallow containers and immediately put in the refrigerator or freezer for rapid cooling.
- Use cooked leftovers within 4 days.
- Reheat leftovers to 165°F.



Refreezing

Refreezing

- Meat and poultry defrosted in the refrigerator may be refrozen before or after cooking.
- If thawed by other methods, cook before refreezing.



Hand Washing

Wash hands after the following activities:

- Eating and or drinking
- Touching raw food, meat, poultry or fish
- Diapering a child or cleaning up a child who has used the bathroom
- Using the toilet
- Sneezing, using a tissue or helping a child use a tissue
- Touching garbage
- Encountering bodily fluids

** This is not an all-inclusive list

How to Wash Hands

- Wet hands and forearms with clean, running water and apply soap
- Scrub hands and forearms, under and between fingernails for at least 20 seconds or sing happy birthday twice to ensure the 20 seconds of washing.
- Rinse under warm running water
- Dry hands and forearms thoroughly with paper towels
- Turn off water using paper towels and use a paper towel to open the door when leaving the bathroom.

Washing Hands Poster

USDA
United States Department of Agriculture
Food and Nutrition Service

For Child Care Providers: Hand Washing

Hand washing is one of the best ways to stop the spread of germs that cause illness. Make sure to wash your hands thoroughly by following these steps:



Child care provider washing her hands.



Wet your hands with running water. Add soap.

Wash all surfaces on hands. Wash carefully between your fingers, around the tops and palms, over wrists, and under fingernails.

Rub your hands together for at least 20 seconds.

Rinse your hands well under running water.

Dry your hands with a clean, disposable paper towel.

Turn off the faucet using the disposable paper towel. Instead of your clean, bare hands.

A handout from *Feeding Infants in the Child and Adult Care Food Program*
<https://teamnutrition.usda.gov> • FNS 7861 • March 2019
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- Please use chat box



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*Training completed on-line or on paper requires submission of the training Quiz for credit.

Thank you for your dedicated service to the children in your care
and
Thank you for your continued commitment to the Child and Adult Care Food Program as sponsored by Yours for Children Inc.

For additional resources go to www.yoursforchildren.com.



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489 Washington Street Suite 109
Auburn MA 01501
800-222-2731
FAX 508-721-0919
YFCI@yoursforchildren.com
www.yoursforchildren.com