

Understanding the Food Facility Inspection Report

The Environmental Health Services division (EHS) of the Philadelphia Department of Public Health conducts routine unannounced inspections of food facilities in the City of Philadelphia. Most inspections occur once a year. During routine inspections, inspectors focus on the prevention of food borne illness and educate food facility operators on proper food handling techniques. Some establishments may be inspected more frequently if they are considered high risk, for example institutions like hospitals that serve a population highly susceptible to food-borne illnesses and disease transmission.


During an inspection, an EHS sanitarian observes food handling practices, checks food temperatures, and inspects the establishment for compliance with the regulations. At the end of the inspection, the sanitarian gives the food establishment a report that itemizes any and all food safety violations and explains how to correct them.

Depending on the nature of the violation, a business may be given thirty days to make any corrections, or in cases of more imminent public health safety violations or vermin infestation they are required to immediately close until the violation is corrected.

There are four sections of the report:

SECTION 1 - Inspection Report Header

This section of the report provides important demographic information about the food establishment.

 Food Facility Inspection Report										
Philadelphia Dept of Health/Office of Food Protection 555 S. 43rd St., www.phila.gov/health/environment/foodprotection.html				4	No. of Risk Factor/Intervention Violations	1	7	Date	09/27/2013	
				5	No. of Repeat Risk Factor/Intervention Violations	0		Time In	02:15 PM	
					6	Number of Corrections	0	Time Out	04:15 PM	
1	Food Facility 3rd Test Facility	2	Address 321 UNIVERSITY AVE 19104	3	Telephone (215) 685-7494	8	Establishment Type Residential Institution: Orphan	9	District 3	Sub 4
	Licensee		Corporate Officer		License # R5207924	10	Purpose of Inspector Inspection	11	Inspection Type Regular	

1. **Food Facility:** lists the trade name of the facility.
2. **Address:** provides the physical location of the food operation. For mobile vendors, it is the address in which they vend.
3. **Telephone:** lists the telephone number provided by the owner which could represent the land line of the facility or the cell phone number if it is a mobile vendor.

4. **No. Risk Factor/Intervention Violations:** not currently used by EHS.
5. **No. of Repeat Risk Factor/Intervention Violations:** not currently used by EHS.
6. **Number of Corrections:** not currently used by EHS.
7. **Date, Time In, and Time Out:** represents the date, start time, and end time in which the inspection occurred.
8. **Establishment Type:** the type of food establishment (e.g., restaurant, mobile food vendor).
9. **District:** Provides the district provide the City Health district in which the establishment is located.
Sub: Each district is separated into smaller areas known as sub-districts.
10. **Purpose of Inspection:** Inspection or Reinspection.
11. **Inspection Type:** Inspection, Reinspection. This section is also used for special service reports which are for internal use only.

SECTION 2 – Foodborne Illness Risk Factors and Public Health Interventions

This section of the report includes a list of 27 improper practices or procedures identified by the Centers for Disease Control and Prevention and the US Food and Drug Administration which, along with vermin (flies, roaches, mice, rats) listed in the Good Retail Practices section below, are the most common risk factors for food borne illnesses.

Risk factors can be marked IN, meaning they are in compliance, or OUT, meaning they are not in compliance. Risk factors may also be corrected on site, which means that the facility took sufficient action during the inspection to correct the violation (e.g., replacing towels at a hand-washing station). This is then checked as COS or corrected on site on the report.

FOODBORNE ILLNESS RISK FACTORS AND PUBLIC HEALTH INTERVENTIONS														
IN=in compliance			OUT=not in compliance			N/O=not observed			N/A=not applicable					
COS=corrected on-site during inspection			R=repeat violation											
Compliance Status					COS	R	Compliance Status					COS	R	
Demonstration of Knowledge														
1	1	IN	Certification by accredited program, compliance with Code, or correct responses					Potentially Hazardous Food Time/Temperature						
	16	IN	Proper cooking time & temperature					17	IN	Proper reheating procedures for hot holding				
	17	IN	Proper cooling time & temperature					18	IN	Proper hot holding temperature				
	18	IN	Proper use of reporting, restriction & exclusion					19	IN	Proper cold holding temperature				
2	2	IN	Management awareness; policy present					20	IN	Proper date marking & disposition				
3	3	IN	Proper use of reporting, restriction & exclusion					21	IN	Time as a public health control, procedures & record				
Employee Health														
3	4	OUT	Proper eating, tasting, drinking, or tobacco use					Consumer Advisory						
	5	IN	No discharge from eyes, nose, and mouth					23	IN	Consumer advisory provided for raw or undercooked foods				
Good Hygienic Practices														
	6	IN	Hands clean & properly washed					Highly Susceptible Population						
4	7	IN	No bare hand contact with RTE foods or approved alternate method properly followed					24	IN	Pasteurized foods used; prohibited foods not offered				
	8	IN	Adequate handwashing facilities supplied & accessible					Chemical						
Preventing Contamination by Hazards														
	9	IN	Food obtained from approved source					25	IN	Food additives: approved & properly used				
	10	IN	Food received at proper temperature					26	IN	Toxic substances properly identified, stored & used				
5	11	IN	Food in good condition, safe, & unadulterated					Conformance with Approved Procedure						
	12	IN	Required records available: shellstock tags, parasite destruction					27	IN	Compliance with variance, specialized process, & HACCP plan				
Approved Source														
Protection From Contamination														
6	13	IN	Food separated & protected					Risk factors are improper practices or procedures identified as the most prevalent contributing factors of foodborne illness or injury. Public Health Interventions are control measures to prevent foodborne illness or injury.						
	14	IN	Food-contact surfaces: cleaned & sanitized											
	15	IN	Proper disposition of returned, previously served, reconditioned, & unsafe food											

1. **Demonstration of Knowledge (Category 1)** – A food safety certified (FSC) person must be present during all hours of preparation and operation. A food safety certified person has taken the 16 hour Food Safety class and can show the inspector the certificate. Through conversations with the EHS sanitarian, the FSC person must demonstrate an acceptable level of understanding with respect to food safety principles.

| *This is marked OUT if the FSC person is not present and/or they cannot answer the questions.*

2. **Employee Health (Categories 2-3)** – Proper management of a food facility starts with healthy people. Sick employees can transmit pathogens through improper food handling and preparation. The FSC must have a plan in case an employee shows certain symptoms or conditions. The FSC is responsible for knowing when to restrict or remove an employee from food preparation and handling and when to report these conditions to the Health Department.

| *This is marked OUT when the establishment does not have an acceptable employee health policy.*

3. **Good Hygienic Practices (Categories 4-5)**: No tasting, smoking, eating or drinking are allowed in food preparation areas. Drinking is allowed if it is from a closed container such as a lidded soda cup with a straw. Employee personal items should not be stored in food preparation or storage areas. Also, an employee with discharge from the eyes, nose or mouth is not allowed to work directly with the food.

| *This is marked OUT when an employee is directly observed tasting, eating, drinking or smoking; observed with visible discharge from eyes nose or mouth or when personal items are improperly stored.*

4. **Preventing Contamination by Hazards (Categories 6-8)**: Hand washing is critical. When properly done, it prevents pathogens from being passed from one person to another or to the food. The correct procedure must be followed. This should be done when changing tasks. Bare hand contact of foods that are ready to eat are not allowed.

| *This is marked OUT when an employee is directly observed improperly washing their hands.*

5. **Approved Source (Categories 9-12)**: Food must come from an approved source. This means that it needs to come from a facility that is inspected and has the appropriate licenses. The food establishment should keep all receipts and be able to show them during the inspection if there is a questionable item.

This is marked OUT if the establishment cannot show proof that an item is from an approved source.

- 6. Protection From Contamination (Categories 13-15):** Contamination can result from employees, customers or other environmental sources. Food contact surfaces and equipment must be sanitized following proper procedures. Controlling pests and discarding unsafe food can also prevent food contamination.

This is marked OUT if foods are improperly stored, if food equipment is not properly cleaned and sanitized, or if food that was already served to one customer is re-served to another.

- 7. Potentially Hazardous Food Time/Temperature (Categories 16-22):** Proper time and temperature control for potentially hazardous foods must be observed during all processes. In addition, proper date marking must be present.

This is marked OUT if improper time and temperature controls are observed for potentially hazardous food or open containers of food are not date marked.

- 8. Consumer Advisory (Category 23):** An establishment must provide notification for customers if raw or undercooked foods are served. Some examples are: sushi, raw hamburger or “sunny side up” eggs. This advisory informs customers of the increased risk of illness due to the consumption of these foods.

This is marked OUT if the establishment is serving these foods and does not have a consumer advisory statement.

- 9. Highly Susceptible Population (Category 24):** Those establishments that serve individuals that are high risk must have certain procedures in place. Pasteurized liquid, frozen or dry eggs must be substituted for raw shell eggs.

This is marked OUT if this item is served to a highly susceptible population.

- 10. Chemical (Category 25-26):** Only approved chemical additives can be used. Chemicals used for cleaning or sale must be properly stored.

This is marked OUT if unapproved chemical additives are added to the food or chemicals have been observed improperly stored.

- 11. Conformance with Approved Procedure (Category 27):** Certain specialized processes require a HACCP plan. A HACCP plan uses scientific principles to control the growth of pathogens.

This is marked OUT if the establishment is conducting a specialized process without an approved HACCP plan or for failing to follow the approved plan

SECTION 3 - Good Retail Practices

This section of the report includes systems to control basic operational and sanitation conditions within a food establishment. Examples include: maintenance and cleaning of equipment and physical facilities.

Violations in this section are generally considered to be less serious than violations under Section 2 because they pose less of an immediate threat to the public’s health. However, please note that a violation of category 36 (“insects, rodents & animals”) is considered a serious risk factor for foodborne illness.

Good Retail Practices can be marked IN, meaning they are in compliance, or OUT, meaning they are not in compliance. Risk factors can also be corrected on site, which means that the facility took sufficient action during the inspection to correct the violation (e.g., replacing a missing food thermometer). This is then listed on the report as COS or corrected on site.

GOOD RETAIL PRACTICES							
Good Retail Practices are preventative measures to control the addition of pathogens, chemicals, and physical objects into foods.							
Compliance Status		COS	R	Compliance Status		COS	R
Safe Food and Water				Proper Use of Utensils			
1	28	IN	Pasteurized eggs used where required	5	42	IN	Utensils, equipment & linens: properly stored, dried & handled
	29	IN	Water & ice from approved source		43	IN	Single-use & single-service articles: properly stored & used
	30	IN	Variance obtained for specialized processing methods		44	IN	Gloves used properly
Food Temperature Control				Utensils, Equipment and Vending			
2	31	IN	Proper cooling methods used; adequate equipment for temperature control	6	45	IN	Food & non-food contact surfaces cleanable, properly designed, constructed, & used
	32	IN	Plant food properly cooked for hot holding		46	IN	Warewashing facilities: installed, maintained, & used; test strips
	33	IN	Approved thawing methods used		47	IN	Non-food contact surfaces clean
	34	IN	Thermometer provided & accurate	Physical Facilities			
Food Identification				Philadelphia Ordinances			
3	35	IN	Food properly labeled; original container	7	48	IN	Hot & cold water available; adequate pressure
Prevention of Food Contamination					49	IN	Plumbing installed; proper backflow devices
4	36	IN	Insects, rodents & animals not present; no unauthorized persons		50	IN	Sewage & waste water properly disposed
	37	IN	Contamination prevented during food preparation, storage & display		51	IN	Toilet facilities: properly constructed, supplied, & cleaned
	38	IN	Personal cleanliness		52	IN	Garbage & refuse properly disposed; facilities maintained
	39	IN	Wiping cloths: properly used & stored		53	IN	Physical facilities installed, maintained, & clean
	40	IN	Washing fruit & vegetables		54	IN	Adequate ventilation & lighting; designated areas used
Proper Use of Utensils				8	58	IN	Person in Control of premises has not posted "No Smoking" signs.
	41	IN	In-use utensils: properly stored		56+	IN	Philadelphia Ordinances
Person in Charge (Signature)			Name		In		Date

- Safe Food and Water (Categories 28-30):** Food and water must be obtained from an approved source from jurisdictions where regular inspections take place.
- Food Temperature Control (Categories 31-34):** Proper temperature control methods must be used and proper equipment for temperature control should be available.
- Food Identification (Category 35):** Food should be properly labeled, identified, and held in approved containers/packaging.

