

# Egyptian Public & Mental Health Department

Serving  
Gallatin\* Saline\* White Counties  
www.egyptian.org

Angie Hampton, MS, LCPC, LSW  
Chief Executive Officer



## FOOD SERVICE ESTABLISHMENT PRE-OPENING SELF-INSPECTION CHECKLIST



**Public Health**  
Prevent. Promote. Protect.

The list is to assist you in conducting a self-inspection of your establishment before you open. If you are missing any of the required equipment, **DO NOT OPEN.**

- Submit a plan review application and fee to the Health Department. Applications are available by request.
- Every food service establishment must have someone working with a valid Illinois Food Service Sanitation Manager Certificate (FSSMC).
- All food service workers (that don't have a FSSMC) need to have a Food Handler's Certification. Check with Environmental Health for requirements/courses.
- If any construction shall take place, a copy of the proposed establishment's blue prints/floor plans shall be submitted to the health department for approval prior to construction.
- Plumbing shall be installed in accordance with the Illinois Plumbing Code and the Illinois Department of Public Health Food Service Sanitation Rules and Regulations. A licensed contractor shall install all plumbing.
- Proper dishwashing facilities must be provided such as a three-compartment sink. A grease trap must be used with this sink.
- Detergent, sanitizer and sanitizer test strips available where equipment and utensils are cleaned.
- A hand-washing sink must be accessible at all times in the kitchen.
- Hand soap and paper towels for hand washing shall be provided at all times.
- Toilet facilities shall be conveniently located for employees.
- A utility or mop sink must be provided.

1412 US 45 North  
Eldorado, IL 62930  
Phone: (618) 273-3326  
FAX: (618) 273-2808  
TTY: (618) 273-9403  
(Send All Mail To Eldorado Office)

1705 College Avenue  
Carmi, IL 62821  
Phone: (618) 382-7311  
FAX: (618) 382-7552

112 E. Main Street, P.O. Box 181  
Ridgway, IL 62979-0181  
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- Hot water must be provided for all hand washing, dishwashing and utility/mop sinks.
- The establishment must provide enough potable water for the needs of the foodservice establishment.
- Sufficient mechanical refrigeration to hold **cold** potentially hazardous food temperature at **41 degrees F** or below at all times. Commercial-grade refrigeration units are strongly suggested.
- Have a thermometer for each mechanical refrigeration unit (refrigerators and freezers).
- Mechanical hot-holding equipment to maintain **hot** food temperatures at **135 degrees F** or above when required.
- A metal stemmed thermometer (not glass) accurate to  $\pm 2$  degrees F for checking food temperatures.
- Have hair restraints available and used by all employees so hair is covered and contained. Visors and hair spray are not considered effective hair restraints.
- All outer openings must be screened or protected to prevent entry of insects. Screen doors must be self-closing.
- Provide proper ventilation in cooking area.
- Plumbing must be approved by a state plumbing inspector for all new facilities or if there have been extensive changes to the plumbing in an existing facility.
- Pre-opening inspection and operation permit from the Egyptian Health Department.

NOTE: Any leftover, potentially hazardous food from the previous day or potentially hazardous food having temperatures between 41 degrees F and 135 degrees F shall be destroyed.

If you have any questions please call the office in your county.

<u>Eldorado Office</u>	<u>273-3326</u>
Jamie Byrd, Director	ext. 2155
Cindy Wise	ext. 2139

<u>Carmi Office</u>	<u>382-7311</u>
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<u>Ridgway Office</u>	<u>272-4691</u>
Bill Watson, Asst. Director	