

Food Safe Kane Checklist

All food service employees must complete food safety training within 90 days of hire or before January 1, 2011.

- Any person, who handles, prepares, serves, sells or gives away food shall be required to complete a food service workers sanitation course within 90 days. This does not include persons who handle only pre-packaged food or drink. If you are already a Certified Food Manager through the State of Illinois, you do not need to obtain this training.
- After this training has been completed the original certificate must be kept onsite. Place original copies of all employee food training certificates in a file made available to the Kane County Health Department for inspection.

Install a dedicated fax line and provide your fax number to the Kane County Health Department

- You may submit your fax number by visiting http://www.kanehealth.com/food_service.htm
- Your establishment must provide a dedicated fax line in order to receive emergent public health notices such as food recall notifications. Please note failure to do so is in violation of the Kane County Health and Sanitation Ordinance.

Establish an email account and provide the address to the Kane County Health Department.

- You may submit your email address by visiting www.kanehealth.com/food_service.htm
- Your establishment must provide an email address in order to receive emergent public health notices such as food recall notifications. Please note failure to do so is in violation of the Kane County Health and Sanitation Ordinance.

Provide payment for your Food Handling Permit before December 31, 2010.

- The renewal period for the Food Handling permit has changed. The payment is now due December 31, 2010. If payment is not received by this date, late fees will apply. Please see the fee schedule at www.kanehealth.com/food_service.htm

Report employee illness.

- Discuss with employees the importance of reporting any illnesses they have to their supervisor. If an employee is ill, remove them from food service operations such as food prep, service, and dishwashing.