

A large, black silhouette of a fork is positioned on the left side of the page, vertically aligned with the main title text.

**CHILD
& ADULT
CARE FOOD
PROGRAM**

**Sanitation
Guidelines**



Iowa
Child and Adult Care Food Program

Mealtime Sanitation in Child Development Homes

Meals must be prepared and served to children in care in a safe and sanitary manner.

Provider and Child Cleanliness

- Teach children how to wash their hands with soap and running water.
- Supervise children's hand washing.
- Wash children's hands before and after mealtime and before they help with a food activity.
- Liquid soap and paper towels are recommended.
- Wash your hands well with soap and water before preparing foods or serving meals, using the toilet, after helping children with toileting, changing diapers, etc.
- Wear clean clothes each day.

Food Storage

- Store foods in covered containers in the refrigerator.
- Put frozen meats into a pan before placing them in the refrigerator to thaw.
- Store foods and cleaning supplies in separate cupboards.
- Store cleaning supplies in a cupboard that is locked.
- Place thermometers in a visible location in the refrigerators and freezers. Check the temperature frequently.
 - a) Keep refrigerator temperature between 32° - 40° F.
 - b) Keep freezer temperature at 0° F or less.
- Clean dry food storage areas, refrigerator, and freezer frequently.

Meal Preparation and Service

- Give children clean utensils and napkins if these items are dropped during meal service.
- Discard cracked or chipped plates, cups, bowls, etc.
- Serve foods on a plate or napkin or in a bowl rather than directly on the table.
- Wash and sanitize counters and tables used for preparing and serving meals to children before and after use.
- Keep pets in another room or outside when meals are being prepared and served to children.
- Rinse fruits and vegetables thoroughly before use.
- Prepare, store, and serve foods in a place separate from diaper changing area.
- Thaw frozen foods in the refrigerator, not on the kitchen counter.
- Do not use home-canned foods when preparing meals for children in care.
- Promptly put away frozen and cold foods after purchasing.
- Cook foods to the appropriate temperature. Use of a food thermometer is recommended.
- Serve hot and cold foods at appropriate temperatures.

Infants

- Make bottles of formula on the day of use.
- Label each bottle with the infant's name and date.
- Do not warm infant food or bottles in a microwave.
- Do not feed infants from the jar of infant food. Put the food in a separate dish to feed the infant.

Food Purchasing

- Use inspected meats.
- Use pasteurized milk.
- Use pasteurized 100% juices.
- Do not buy or use leaking or bulging cans of food.

Dishwashing

- If a dishwasher is used, the rinse temperature should be 180° F to sanitize dishes.
- To wash and sanitize dishes without a dishwasher:
 1. Rinse or scrape.
 2. Wash in hot sudsy water.
 3. Rinse in clear water.
 4. Sanitize dishes by:
 - a) Complete immersion for 2 minutes in a lukewarm solution of 1½ tsp. bleach per gallon of water, **or**
 - b) Complete immersion in 170° water for at least 30 seconds.
 5. Air dry. Do not towel dry dishes.
- Wash utensils before using them to work with a different food. Use a different utensil for cooking raw meat.
- Wash and sanitize cutting boards before using and after each use for different foods.
- Wash and sanitize can openers after each use.

Garbage

- Throw out leftovers from children's plates.
- Cover garbage and use liners.

11/02



**Iowa
Child and Adult Care Food Program**

Wash Hands for Good Health

Most experts agree that the single most effective practice that prevents the spread of germs in the child care setting is good handwashing by child care providers, children, and others. Some activities expose children and providers to germs or provide the opportunity to spread them. You can stop the spread of germs by washing your hands and teaching the children in your care good handwashing practices.

WHEN HANDS SHOULD BE WASHED

Children and infants:

- Upon arrival at child care setting.
- Immediately before and after eating.
- After using the toilet or having their diapers changed.
- Before using water tables.
- After playing on the playground.
- After handling pets, pet cages, or other pet objects.
- Whenever hands are visibly dirty.
- Before going home.

Providers:

- Upon arrival at work.
- Immediately before handling food, preparing bottles, or feeding children.
- After using the toilet, assisting a child in using the toilet, or changing diapers.
- After contacting a child's body fluids, including wet or soiled diapers, runny noses, spit, vomit, etc.
- After handling pets, pet cages, or other pet objects.
- Whenever hands are visibly dirty or after cleaning up a child, the room, bathroom items, or toys.
- After removing gloves for any purpose. *
- Before and after giving or applying medication or ointment to a child or self.
- After working outside.
- After handling raw eggs, fresh meat or poultry.
- After smoking.
- At the end of the child care work day.

* If gloves are being used, hands should be washed immediately after gloves are removed even if hands are not visibly contaminated. Use of gloves alone will not prevent contamination of hands or spread of germs and should not be considered a substitute for handwashing.

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HOW TO WASH HANDS

- Always use warm, running water, with a mild, preferably liquid soap. Anti-bacterial soaps may be used, but are not required. Pre-moistened cleaning towelettes and hand sanitizers do not effectively clean hands and do not take the place of handwashing.
- Put the hands under running water to get them wet. Apply a small amount (dime to quarter size) of liquid soap to the hands.
- Rub hands together vigorously until a soapy lather appears and continue for at least 15 second. Be sure to scrub between fingers, under fingernails, around rings, and over the backs and palms of the hands.
- Rinse hands under warm running water. Leave the water running while drying hands.
- Dry hands with a clean, disposable (or single use) towel, being careful to avoid touching the faucet handles or towel holder with clean hands.
- Turn the faucet off using the towel as a barrier between your hands and the faucet handles.
- Discard the used towel in a trash can lined with a fluid-resistant (plastic) bag. Trash cans with foot-pedal operated lids are preferable.
- When assisting a child with handwashing, either hold the child (if an infant) or have the child stand on a safety step at a height at which the child's hands can hang freely under the running water. Assist the child in performing all of the above steps and then wash your own hands.

TEACH CHILDREN

Make sure children learn the proper way to wash their hands. Since germs can't be seen without a microscope, children may think they only need to wash their hands when they look dirty. Emphasize the importance of washing hands before eating, after toileting, playing outside or touching animals, etc.

Children learn best by example, so everyone in the child care should practice proper handwashing. Encourage children to do a good job of washing their hands, and praise them when they do. Use songs, stickers and hand washing signs made by the children to make handwashing fun.

Handwashing Song

**(Sing to Row, Row, Row Your Boat)
Wash, wash, wash your hands,
Play our handy game,
Rub and scrub and scrub and rub,
Germs go down the drain!**

Solutions for Cleaning, Rinsing, Sanitizing

Basic Tips

- Bleach solution must be made fresh daily.
- Keep away from heat.
- Discard at the end of the day.
- Wear gloves and eye protection when mixing bleach and water.
- Use funnel to pour bleach into the water.
- Do not use bleach and water solution in close proximity to children.
- Allow the proper dwell time.
- Bleach must be added to cool water rather than adding water to the bleach.
- Never mix bleach with soap or hot water, as this makes the bleach ineffective as a sanitizer or disinfectant.
- The surface must be free of soap, debris or grease. Both will render the sanitizing solution less effective.
- The bleach/water concentrations listed on this chart are not strong enough to be used on highchair seats, chairs, floors, diaper changing tables, garbage cans and floors.

Sanitizing-Food Contact Surfaces Only

For use in sanitizing eating utensils, food contact surfaces, mixed use tables, and high chair trays.

WATER	BLEACH	Concentrated Bleach
1 gallon (16 cups)	6% to 6.25% 1 Tablespoon	8.25% 1 teaspoon
1 quart (4 cups)	1 teaspoon	1/4 teaspoon
1 pint (2 cups)	1/2 teaspoon	1/8 teaspoon

IMPORTANT: If using an EPA-registered product, follow the manufacturer's instructions on the label for diluting the product for sanitizing or disinfecting, as well as for the contact time. <http://www.iowaagriculture.gov/pesticides.asp> and also <http://iaspub.epa.gov/apex/pesticides/f?p=PPLS:1>

- This chart does not contain information for sanitizing and disinfecting non-food contact surfaces.
- Do not use Splashless, Scented, Gentle, Free and Clear, Fraganzia, Outdoor or High Efficiency Bleach as sanitizers. Use Regular or Regular Concentrated Bleach.
- Developed in accordance with current Iowa Food Code and assistance from Iowa State Extension and Outreach.

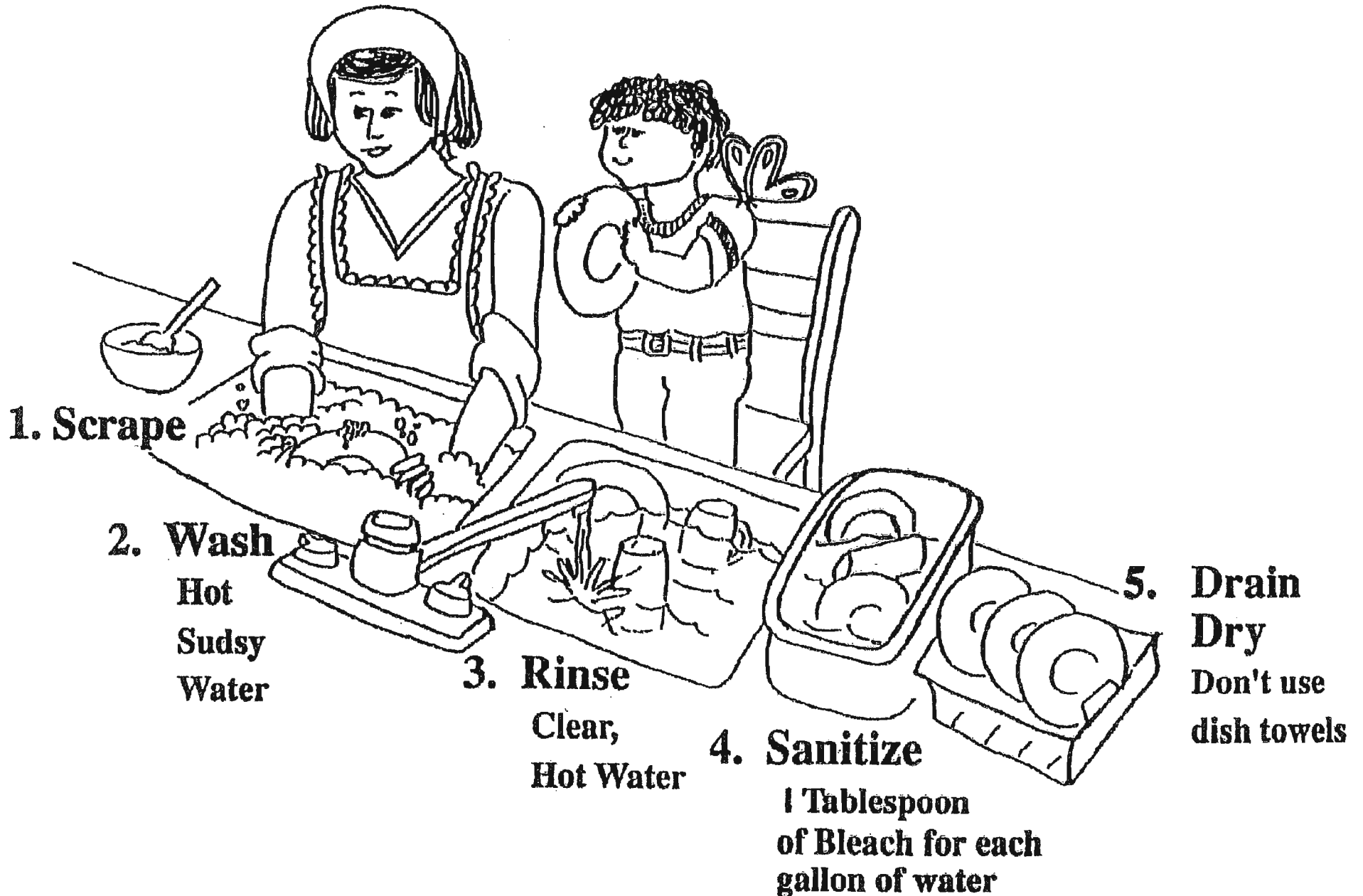
Three Step Process

For sanitizing non-porous food contact surfaces.

It is extremely important that all steps are followed.

1. Clean the surface with soap/water by using 3/4 teaspoon regular strength liquid detergent to 1 gallon of water.
2. If using concentrated liquid dish soap the concentration should be 1/2 teaspoon soap to 1 gallon of water.
3. Soap solutions must be made fresh weekly.
4. Rinse the surface with clean water.
5. Spray bleach solution and allow a minimum of 10 seconds to air dry.
6. If manually washing dish-ware, allow a minimum of 1 minute of dip time in the sanitizing solution.
7. Manual dishwashing includes 3 steps: wash, rinse, sanitize.
8. It is recommended that the sanitizing solution be allowed to air dry rather than drying with a paper towel.

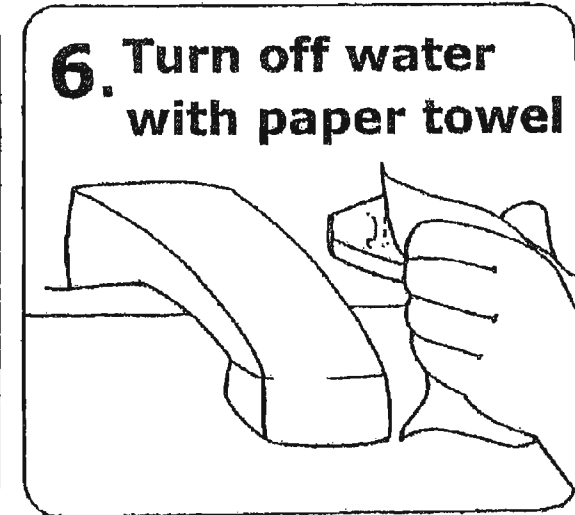
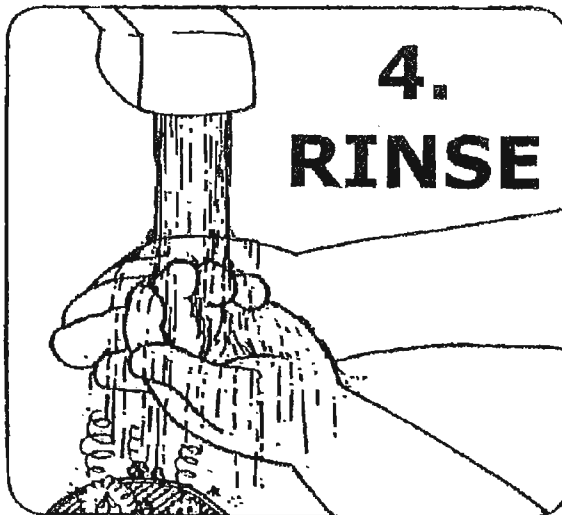
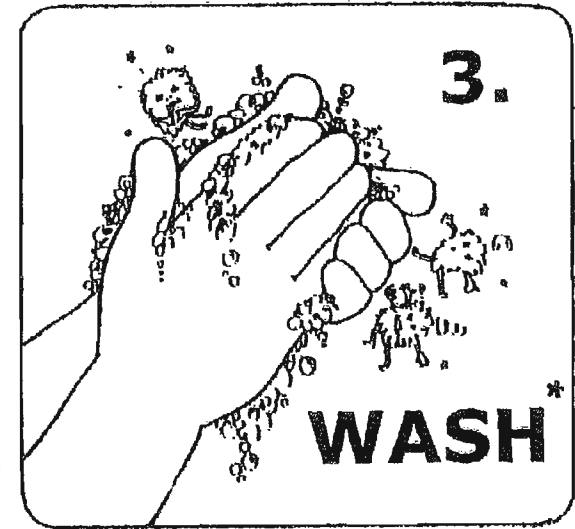
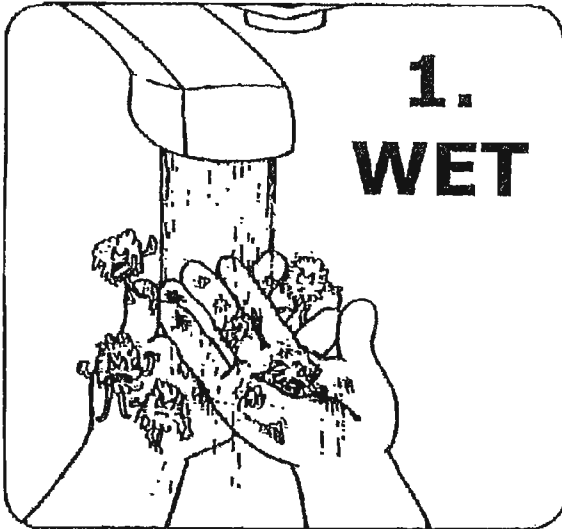
Clean Dishes





Be a Germ - Buster...

WASH YOUR HANDS!



*Wash for 20 seconds (sing two times – Happy Birthday..., or Row, row, row your boat, or Wash, wash, wash your hands, play this happy game, rub & scrub, rub & scrub, germs go down the drain)

Hand Washing and Polite Food Tasting Instructions

Hand Washing—Be Clean

Young children need to learn to be clean when handling food.

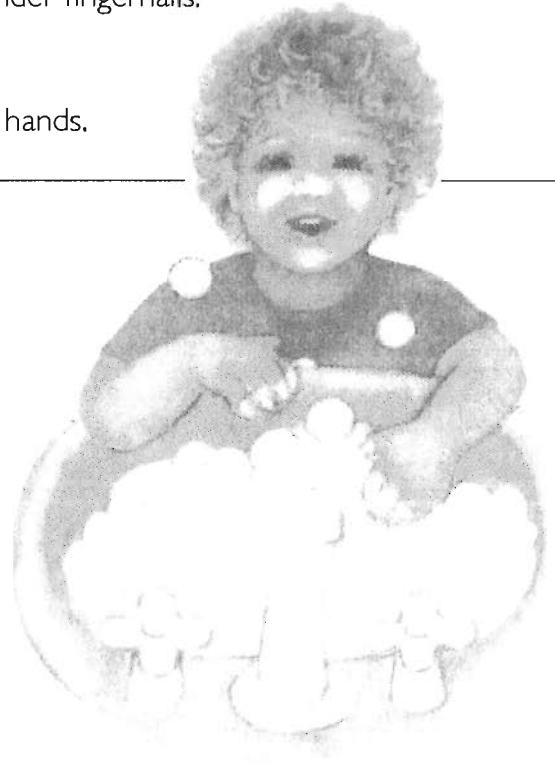
We wash our hands upon arrival at the child care center, immediately before and after eating a meal or snack, after using the restroom, after playing on the playground, after handling pets, pet cages, or other pet objects, after blowing our nose, whenever hands are visibly dirty, and before going home.

Remind children not to put clean hands in their mouths, noses, or other places. Clean hands help keep us from getting germs or soil in our mouths that might make us sick.

Practice good hand washing by following these directions. Many adults are surprised to learn good hand washing involves at least 20 seconds of sudsy lather time and includes under the nails, the back of the hands, and even up the arms.

Hand Washing Directions

- Wet...hands using warm running water.
- Lather...with soap up to the elbows.
- Rub...hands together for 20 seconds or about the length of time it takes to sing "Happy Birthday" twice.
- Scrub...backs of hands, wrists, between fingers, and under fingernails.
- Rinse...under warm running water.
- Dry...with paper towels.
- Turn off...running water with a paper towel, not bare hands.



Polite Food Tasting--Be Kind

Children are more likely to try a taste of a new food if they don't have to swallow something they dislike. When children taste foods they do not want to swallow:

- Teach them to remove the food politely from their mouth with a napkin;
- Show them how to discard the napkin quietly in a wastebasket.

Remind your child or children that it is important to be kind to other people when tasting food. Do not make faces and say unpleasant things about the food. Acting that way can hurt the feelings of the person who prepared the food or of someone else who likes the food.

Polite food tasters try new foods. Polite food tasters say, "Yes, thank you" or "No, thank you" when offered seconds. They are happy when other people enjoy the food. And they are willing to try the food again in the future. Sometimes a food that does not taste good today will taste good on another day.

