



Name

Food Preparation:

Preparation, Safety and Storage

Rules To Remember:

- Wrap Cheese tightly to prevent drying
- Cross-stack egg cartons to allow circulation
- Separate butter, milk, cream from all foods having odors, the egg shell is porous and absorbs odors and moisture
- Eggs are packed with pointed ends down and should remain this way since they are less likely to break. This position leaves the air cells in the round part of the egg at the top. Store on bottom shelf in refrigerator, never serve eggs that are not fully cooked and use on pasteurized eggs.
- Keep everything 6 inches off the floor, 18" from the ceiling.
- Rotate food by putting new purchases in the back
- Do not overload freezers and refrigerators
- Discard any chipped trays
- Beef improves in tenderness and flavor with aging, but pork, lamb, mutton, and veal are subject to rapid deterioration. These should be kept for short periods of time.
- Individual cuts of meats and fresh poultry should be used within 48 hours, and preferably the day they are cut
- Fresh fish should be stored in cracked ice and away from foods that absorb odors, as eggs and butter/margarine
- Foods can go bad- We cannot spell germs, discard in 2 days, always label, date and cover all.

Tips To Remember:

- Refrigeration and moisture preserve the color, flavor, texture, and nutritive value of fruits and vegetables
- Crates should be cross-stacked for better air circulation
- Frozen meat that is thawed may be refrozen only if cooked
- Thawed fish and shellfish should not be refrozen
- Precooked foods as foods with cream sauces should never be refrozen once they have been defrosted
- Do not store foods in glass containers on top shelves due to accidents
- Potatoes-always peel green areas, gouge out all sprouts, solanine is concentrated in potato skins, need to store in a cool, dark, and dry place
 - Potatoes belong to the night shade family

Food Preparation

- Potatoes have a toxin and can be hazardous when damaged by bright light, extreme temperatures, bruising, or aging
- They have a substance called solanine which shows up in a greenish tinge and when the potato shows sprouts and if you eat about 12 potatoes you would have an adverse effect
- Symptoms are headache, fever, fatigue, cramps, and diarrhea
- The green tinge is chlorophyll but is a warning that solanine is present

Food Choices:

Preferred:

Avoid:

| | |
|-----------------|---|
| Hamburger | Hotdog-nitrites-Cancer |
| Margarine | Butter-saturated fat-Heart |
| Skim Milk | Whole Milk-saturated-Heart |
| Sliced Tomatoes | V-8 Juice-High in Sodium-HBP |
| Sherbet | Ice Cream-High Calorie/Fat |
| Grapes | Cake-Low Fiber/High Calorie/High Fat |
| Baked Potato | Potato Chips-High Calorie/Fat/High Sodium |
| Eggs | Cheese-High Fat/Salt |
| Beef | Sausage-High Fat/Nitrites- Heart & Cancer |
| Beef | Shrimp-High Triglycerides/Fat/Heart |
| Salad | Lima Beans-High Calorie |

Food Preparation

Dietary Staff:

- Wear clean clothes, aprons, shoes, and have a clean appearance and change throughout the day as is needed to remain clean
- Scrub hands before handling foods-always wash hands after touching face, smoking, after going to the bathroom, sneezing, coughing, shaking hands, etc...
- Never wear large or big jewelry
- Always wear a hairnet or cap to cover the hair completely
- Use the 2 spoon methods when tasting foods
- Take a bath daily and use deodorant
- Have clean equipment in your area, clean work area after using and put up all foods immediately
- Do not use fingernail polish
- Workers need to be dependable, well-trained, knowledgeable, willing to learn, positive attitude, and work well with others
- Always use standardized recipes and follow the menu as written and should be posted in front of the cook on the tray line
- Keep the dietary cards with the tray/patient until the patient has completed the meal



Tips To Remember:

- Temperatures:
 - Hot Foods should be at 140°F or Higher
 - Cold Foods should be at 4-45°F or Lower
- Check your freezers and make sure the temperature is 0° F or lower.
 - Refrigerators should be at 45°F or lower.
- During preparation much of the food is at room temperature and this is ideal for bacteria. It is the workers responsibility to keep foods refrigerated except when handling them and use all possible precautions to safeguard the cleanliness of FOOD!!!
- Use standardized recipes to avoid a poor product, to help decrease on leftovers, it is necessary to train all employees on the use of the recipes for a good quality product.
- Do not prepare foods too early-should not be on the steam table line more than 45 minutes prior to the serving of the meal.



- **Workers should be:**
 - Well Trained
 - Dependable
 - Knowledgeable of their Job Tasks
 - Asset to Their Area
 - Skilled in their job
 - Efficient
 - Follow Directions

- **What Tools Do the Employees Need?**
 - Standardized Recipes
 - Necessary Equipment
 - Quality Ingredients
 - Good Direction from Supervisor
 - Good Training and Supervision
 - Portion Control Equipment

- **Timing of Preparation:**
 - Attractive and Nutritious
 - Serving ASAP after preparation not leaving on the line for more than 45 minutes
 - Use portion control items/equipment
 - Serve hot food hot and cold foods cold
 - Know how to use standardized recipes for the best quality product
 - Use the 2-Spoon method for tasting
 - Handle all foods with care and do not leave at room Temperature
 - Season correctly and follow the Physician's Diet Order
 - Serve leftovers within 36 hours after preparation

SAFE HANDLING INSTRUCTIONS FOR SEAFOOD

- SOME SEAFOOD MAY CONTAIN BACTERIA THAT CAN CAUSE ILLNESS IF IT IS MISHANDLED OR NOT COOKED PROPERLY. FOR YOUR PROTECTION.

FOLLOW THESE SIMPLE RULES :

- KEEP REFRIGERATED OR FROZEN.
- THAW IN REFRIGERATOR OR MICROWAVE.
- KEEP RAW MEAT SEPARATE FROM OTHER FOODS.
- WASH WORKING SURFACES (INCLUDING CUTTING BOARDS),
UTENSILS AND HANDS AFTER TOUCHING RAW MEAT.
- COOK THOROUGHLY.
- KEEP HOT FOODS HOT.
- REFRIGERATE LEFTOVERS IMMEDIATELY OR DISCARD.

Food Preparation

Quiz:

1. Foods we can keep at room temperature are fruits, potatoes and eggs.
2. Eggs are to be store on the bottom shelf at all times.
3. All should be off the floor 6 inches and 18 inches from ceiling.
4. You may eat over light eggs if a diet refusal form is signed by the patient.
5. Hands should be washed for 10 seconds.
6. All areas should be kept spotlessly clean at all times.
7. The three C's are Clean, Cold and Covered.
8. A stool test is the only way to detect salmonella.
9. Drip plates must be cleaned daily for grills and stoves.
10. Germs make food go bad, you can smell germs.
11. Uniforms and aprons should be checked daily along with shoes.
12. FSW's cannot wear nail polish or fake nails.
13. Discard all wooden cooking utensils.
14. 1 Gallon of water per patient per day is acceptable.
15. Standardized recipes should be used for all recipes.

Food Preparation

Answers:

1. Foods we can keep at room temperature are fruits, potatoes and eggs. **False**
2. Eggs are to be store on the bottom shelf at all times. **True**
3. All should be off the floor 6 inches and 18 inches from ceiling. **False**
4. You may eat over light eggs if a diet refusal form is signed by the patient. **False**
5. Hands should be washed for 10 seconds. **False**
6. All areas should be kept spotlessly clean at all times. **True**
7. The three C's are Clean, Cold and Covered. **True**
8. A stool test is the only way to detect salmonella.
True
9. Drip plates must be cleaned daily for grills and stoves. **True**
10. Germs make food go bad, you can smell germs. **False**
11. Uniforms and aprons should be checked daily along with shoes. **True**
12. FSW's cannot wear nail polish or fake nails. **True**
13. Discard all wooden cooking utensils. **True**
14. 1 Gallon of water per patient per day is acceptable. **True**
15. Standardized recipes should be used for all recipes. **True**

Food Preparation

Education Record for Dietary Department

Date: _____ Time: _____ Instructor: _____

Title: **FOOD PREPARATION**

Persons in Attendance-sign below- all employees***

A synopsis of the in-service includes:

- Foods at Room Temperature
- Eggs
- Storage from Floor and Ceiling
- Three C's
- Drip Plates
- Uniforms
- Nails
- Wooden Utensils
- Discarding Foods
- Water Needed
- Recipes
- Goals

Signatures:

- | | |
|-----------|-----------|
| 1: _____ | 11. _____ |
| 2: _____ | 12. _____ |
| 3: _____ | 13. _____ |
| 4: _____ | 14. _____ |
| 5: _____ | 15. _____ |
| 6: _____ | 16. _____ |
| 7: _____ | 17. _____ |
| 8: _____ | 18. _____ |
| 9: _____ | 19. _____ |
| 10: _____ | 20. _____ |

Responses and Comments:

CERTIFICATE

1 HOUR ON - FOOD PREPARATION

CERTIFICATE FOR: _____

DATE: _____

TITLE: FOOD PREPARATION

BY: FOOD FITNESS FIRST, INC. TM

SIGNATURE: _____

www.foodfitnessfirst.com

