



**DEPARTMENT OF HUMAN RESOURCES
HEALTH DIVISION**

Bureau of Health Protection Services

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**NEVADA STATE HEALTH DIVISION
BUREAU OF HEALTH PROTECTION SERVICES**

TEMPORARY FOOD BOOTH SELF INSPECTION SHEET

INSTRUCTIONS: This sheet is intended to help you get your booth set up correctly and ready for inspection. It is not intended to fully inform you of every provision in the Nevada Administrative Code Food and Drink Establishment Regulations. Knowing those is **YOUR** responsibility. Complete the list and make corrections as needed. Keep the sheet to review with your inspector when he/she comes to look at your booth. Failure to make corrections may result in your booth being delayed for opening, disallowed or closed.

ESTABLISHMENT NAME: _____

PERSON IN CHARGE: _____

LOCATION OF BOOTH: _____

DATE: _____ TIME OF SELF-INSPECTION: _____

CHECK ONE: **YES** **NO**

1. Have you read the temporary food regulations and have you complied with the requirements including the requirements for booth construction?

2. Are all the foods, drinks and ice being served in the booth for the duration of this event from an approved source and not prepared or stored in a private home?

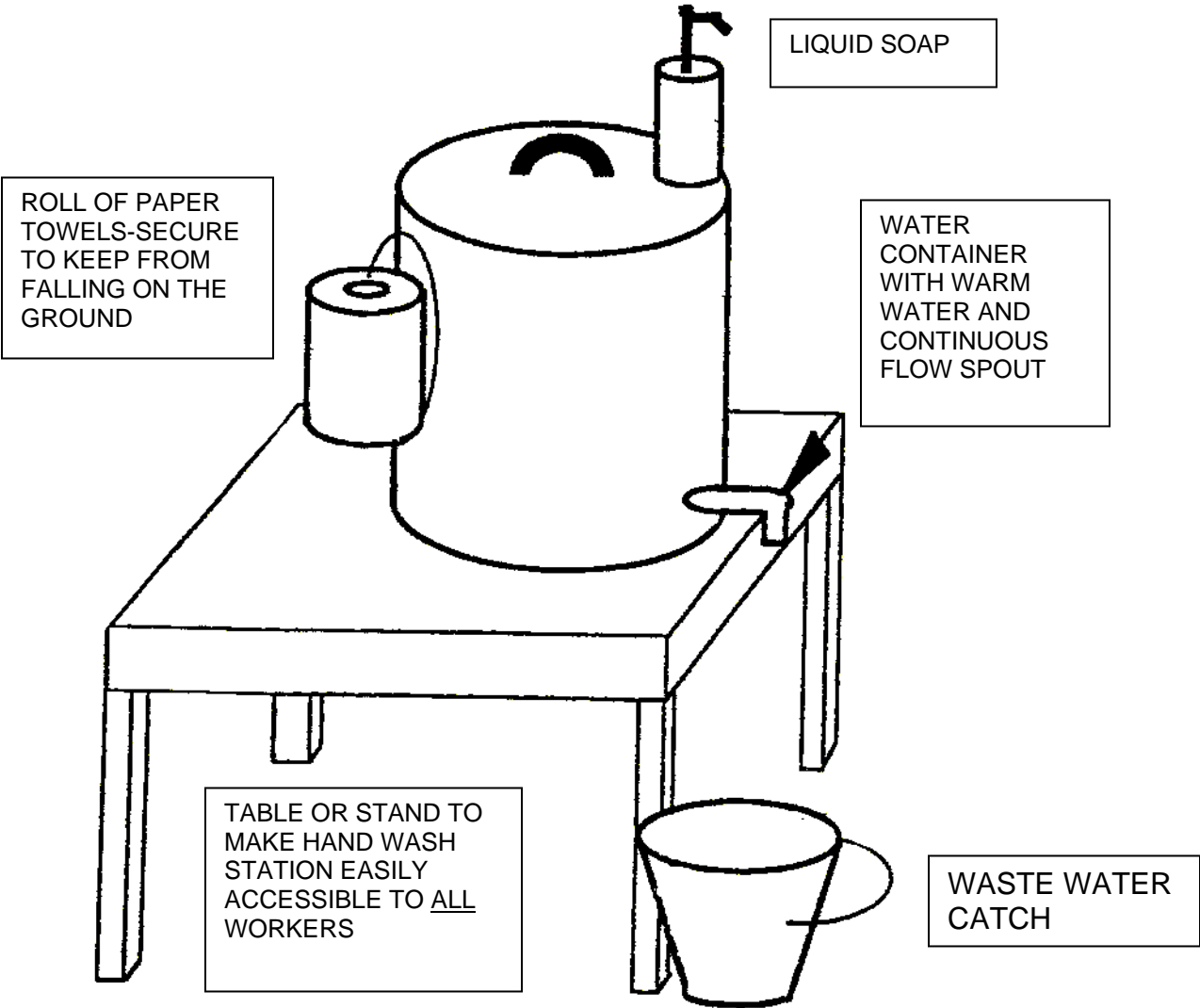
3. Are all the foods, drinks and ice being served in the booth protected from flies, dust, fingers and public contact?
4. Are all the foods, drinks and ice being served in the booth stored off the ground a minimum of 6"?"
5. Do you have gloves, tongs, spoons, spatulas, scoops or other approved means to minimize or eliminate all bare hand contact with ready to eat food?
6. Are raw foods such as hamburger patties separated from ready to eat foods such as lettuce or sliced tomatoes?
7. Have you done all you can to minimize the amount of food preparation in your booth that you can, such as using pre-formed patties and pre-cut lettuce and produce?
8. Are your employee's and volunteer's hands and nails clean with no open wounds or sores? Do they have gloves?
9. Are your employees and volunteers wearing clean clothes with their hair restrained?
10. Are your employees and volunteers healthy with no colds, vomiting, diarrheal disease or jaundice? (Please ask them!)
11. Do your employees and volunteers understand that they may not nibble foods, smoke or care for small children or pets while they are working in the booth during the duration of this event and while serving food to the public?
12. Do you have your hand washing station set up properly and is it fully equipped with soap, warm water, and paper towels? (See attached diagram if in doubt)
13. Do you have your wipe cloths in a bucket of bleach water and have you changed the water at least one time every 2 hours? (Use 1 teaspoon of bleach for 2 gallons water and provide a test kit or test strips to check the concentration.)
14. Are all the foods on your menu that are to be kept cold at 40 degrees or colder? (Please check!)

15. Are all the foods on your menu that are to be kept hot at 140 degrees or hotter? (Please check!)
16. Do you have a properly calibrated stem thermometer in your booth to check these temperatures with?
17. Have you educated yourself about the proper minimum cooking temperatures for each product you plan to serve? (for example burgers 155 degrees internally & chicken 165 degrees.)
18. Do you plan to wash dishes or utensils in your booth? If so, you must provide basins to wash, rinse and sanitize them.
19. Have you started each day in your booth with fresh food and have you discarded all left over foods from previous days? (Improper storage and reheating of food is a major cause of food borne illness. Please start fresh each day!)

IMPORTANT: You must be able to answer yes to all questions each day before opening your facility! Please be sure you are in full compliance before your first inspection.

MANDATORY HANDWASHING STATION SET

UP



GLOVES AND HAND SANITIZERS DO NOT TAKE THE PLACE OF THIS REQUIRED HAND WASHING STATION AT ANY TEMPORARY FOOD BOOTH!! THIS IS THE **FIRST** THING YOU SHOULD SET UP AND THE **LAST** THING YOU SHOULD TAKE DOWN IN YOUR BOOTH.