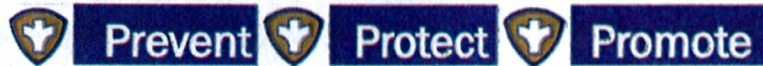


#18-77

Marshall County Health Department



2017 Annual Report



Public Health

Welcome



Public Health
Prevent. Promote. Protect.

From the Marshall County Health Department Management Team



Diana Rawlings
Public Health Administrator



Hector Gomez
Assistant Administrator,
Finance Director



Kurt Kuchle
Health Protection Director



Laurie Lilly
Nursing Director



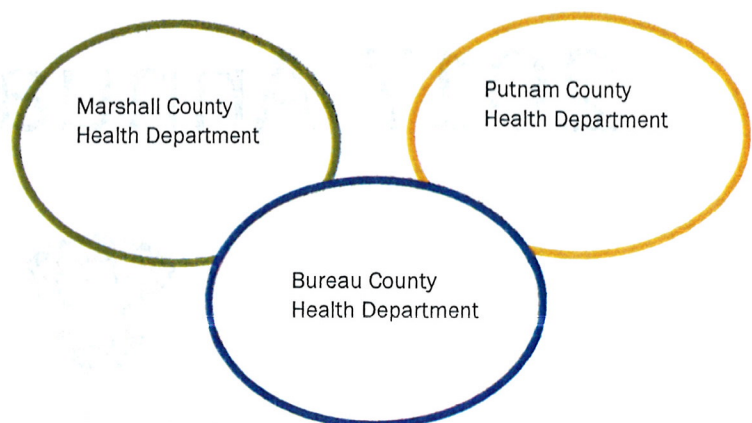
Dawn Conerton
Health Education Director
IMPACT Coordinator

Like the world around us, our community is changing. From 2010 to 2015 Marshall County residents have experienced changes in education, marital status, average household incomes, home values and average rent costs, owner-occupied homes, poverty, and their commute to work. These are changes that can affect our health and happiness, some for the good and some for the bad. This information and much more was analyzed during our community health needs assessment and together our community built a plan to help improve on factors that affect the health of our citizens. We are honored to be a part of this journey and look forward to a healthier tomorrow!

Gratefully,

Diana Rawlings, Public Health Administrator

Our partnership



From our board president



Public Health
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Marshall County Board of Health

Andrew Dorsey, PHARMD, *President*

Patrick Hamper, DMD *Vice-President*

Louis R. Lukancic, MD, *Medical Director*

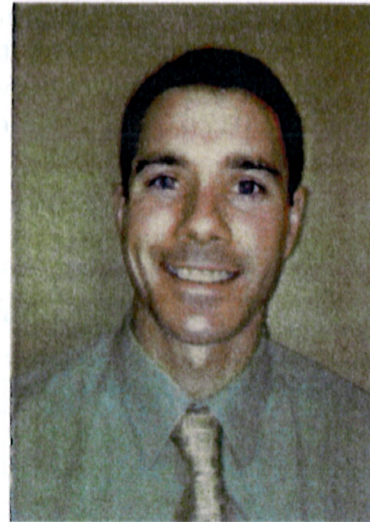
Brad Lindstrom, *County Board Liaison*

Donna Augustyn-Sloan, MS OTR/L

Michael Girone, DC

Allen McCully, DVM

Michelle Rippel, EMT, CNA



To My Fellow Marshall County Residents-

I would like to take this time to reflect upon and proclaim the work of our own Marshall County Health Department (MCHD) through the following 2017 Annual Report. As the president of the Marshall County Board of Health (MCBOH), myself and my fellow board members work with the Health Department to ensure the health of the residents of Marshall County is a priority and continually improved upon. The services that the health department provides to county residents include: Environmental Health, Infectious Disease, Emergency Preparedness, Child and Family Health, Community Health Improvement & Health Education.

This past year, the MCHD, along with volunteers from the community, determined what the community health needs are for our county (2017-2022 IPLAN). This allows the MCHD to focus on those needs over the next five years to improve the areas of healthcare our county is deficient in. The four healthcare needs identified and highlighted below in this report are: access to healthcare; improved health through relationships; access to healthy foods; and substance abuse prevention.

Also within the last year, the MCHD has begun to offer low cost blood testing for diagnostic purposes. This allows patients to get information about their health affordably that they may otherwise not have checked due to cost. Another significant development in 2017 was the formation of a substance abuse coalition to address the nationwide opioid epidemic. This includes members of the MCBOH, MCHD, and volunteers from the community. Marshall County participated in the national drug take-back day in October 2017 and collected over 50 pounds of medications! There was also two drug take-back boxes installed in the county (Marshall County Sheriff's Office and Henry Police Department) to allow residents to return any medications, narcotic or not, to keep them from being abused or accidentally ingested. The Marshall County Medical Reserve Corp was able to train and supply all police officers in Marshall County with Narcan, which can be used to reverse an opioid overdose (i.e. heroin, oxycodone, morphine, etc). I am very proud and grateful for all of the hard work that the staff of the Marshall County Health Department and Marshall County Board of Health Members are doing. Thank you for your time in reading this annual report and for your continued support of your Marshall County Health Department.

Respectfully,

Andrew P. Dorsey, PharmD

The Marshall County Health Department

mission is to strive to provide the programs and public health services that ensure safety and good health for the community.

Community Health Needs Assessment

In 2017, the Marshall County Health Department, along with a group of community volunteers, completed a community health needs assessment. The purpose of this assessment was to determine what health needs our community has and to make a plan to address these needs over the next five years. Health priorities for the 2017-2022 IPLAN were chosen by community group consensus and include:

Access to Healthcare



Medical Care &
Mental Health Services



Dental Care



Medical Specialists



Transportation

Improved Health Through Relationships



Preventing Isolation



Building Senior & Youth
Relationships

Access to Healthy Foods And Nutrition Education



More Fruits &
Vegetables



Healthy Weight

Substance Abuse Prevention



Tobacco Use



Heavy Alcohol Consumption



Drugs and Opioid Abuse



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Community Health

Family Case Management

Assists income eligible pregnant women, infants and young children to obtain the healthcare services and other assistance they may need to have a healthy pregnancy and promote the child's healthy development.

1,044

HOME AND OFFICE CASE
MANAGEMENT VISITS

51

DEVELOPMENTAL
SCREENINGS



Women, Infants & Children (WIC) Supplemental Food Program

Helps meet the nutritional needs of income-eligible women who are pregnant, breastfeeding and infants and children under age 5. Provides health and nutrition assessments and education, food vouchers to participating stores and farmer's market vendors, and breastfeeding support. Many working families and those who receive SNAP benefits also qualify for WIC services.

2,532

FOOD PACKAGES
ISSUED



\$112,747

IN WIC VOUCHERS
REDEEMED

Childhood Lead Poisoning Prevention

Provides blood Lead testing for children. If your child tests high for lead, our case managers will help your child receive the care that they need. Our Marshall County staff also provide Lead Risk Assessments in Marshall County homes to help determine and correct the source of lead.



45

CHILDREN TESTED
FOR LEAD



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Low-Cost Blood Testing

The Marshall County Health Department partners with the University of Illinois laboratory to offer very low-cost blood testing. Appointments are necessary and a physician's order is required. There is a minimal drawing fee for each visit. Some of our prices include:

* BMP-Basic Metabolic Panel	\$25
* CBC with Differential	\$25
* Hemoglobin A1C	\$35
* Ferritin	\$25
* Lipid Panel	\$25
* Obstetrics Panel	\$75
* Renal Function	\$25
* TSH	\$25
* Vitamin D Level	\$40

Please go to our website at
www.bpmchd.org for a full list of
tests and current prices.

**We offer FREE HIV &
HEP C Screenings!**

Community Health



Communicable Diseases Reported	2017
Campylobacter	3
Chlamydia	4
Dengue Fever	0
Enteric E. Coli	0
Gonorrhea	0
Hepatitis C	6
Influenza ICU Admissions	2
Lyme disease	1
Pertussis	1
Rabies Exposure	1
RSV Outbreak	1
Shigellosis	2
Spotted Fever	1
Syphilis	1



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Immunizations

Vaccinating children on time is the best way to protect them against 14 serious and potentially

439



VACCINATIONS GIVEN

deadly diseases. The recommended immunization schedule is designed to offer protection early in life when babies are vulnerable and before it's likely they will be exposed to diseases. Staying on track with the immunization schedule ensures that children have the best protection possible. The Marshall County Health Department offers a wide-array of both adult and child vaccinations. Not only can we bill most insurance companies, we also offer the federal Vaccines for Children (VFC) program for uninsured or underinsured children. There is no cost for these vaccines, and only a small administrative fee per visit, which is billable to Medicaid.

Communicable Disease Program

Every year our staff receive reports of communicable diseases that affect Marshall County residents. Our nurses provide follow-up to ensure that patients receive needed care and to prevent communicable diseases from spreading in the community. In 2017 Marshall County had an increase in the number of Campylobacter, possibly due to families keeping backyard chickens.

23

REPORTABLE
DISEASES

32

DISEASE
INVESTIGATIONS



Health Protection



Food Safety

Keeping food safe is a fundamental role of public health. 1 in 6 Americans get sick from foodborne diseases every year. Our environmental health staff inspect all of the food facilities in Marshall County and teach the Illinois Food Handler and Illinois Food Sanitation Manager classes. By training the people in our facilities who handle the food we are working together to keep our restaurants safe and protect our community from foodborne illness. Visit our website www.bpchd.org for updates on food classes.

84

WORKERS
TRAINED IN FOOD
SANITATION



89

FOOD
ESTABLISHMENTS
LICENSED



60

TEMPORARY
PERMITS
ISSUED



200

FOOD SERVICE
INSPECTIONS



Water Well & Septic Programs



Ensures proper installation and repair of private and semi-private wells and geothermal wells to prevent the transmission of disease caused by exposure to contaminated drinking water. We also evaluate wells for mortgage loans. In March of each year we provide free water sampling kits to Marshall County residents. These kits are available for \$15 the rest of the year. Septic systems store and clean wastewater to help to protect our groundwater.

18

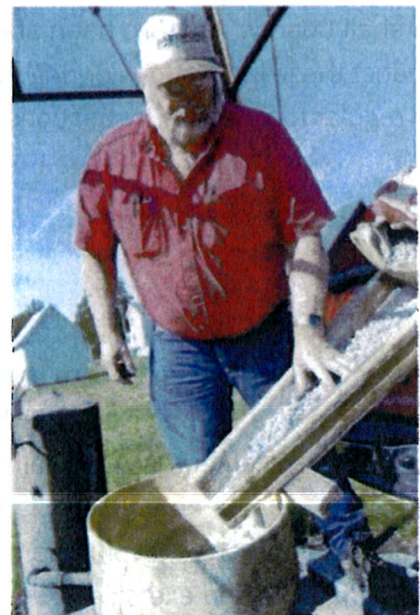
WELL & WELL
SEALINGS
INSPECTED

31

WATER WELLS
SAMPLED

29

SEPTIC SYSTEMS
INSPECTED



Health Protection

Vector Program



A “vector” is an organism that transmits disease or a parasite from one animal to another. Common vectors are mosquitos, ticks and bats. Our environmental health staff track West Nile Virus in mosquitos and birds so our community will be aware and able to take precautionary measures, like emptying shallow containers of water to prevent rapid reproduction of mosquitoes.

Tanning & Body Art



Ensures tanning and body art facilities are clean, sanitary and properly maintained .

Liquor Inspections 34

Since 2016, our health department has collaborated with the Illinois Liquor Commission to conduct liquor inspections in most of Marshall County. We have been able to conduct these inspections during many of our regular food facility inspections.

LIQUOR
INSPECTIONS



Public Health Emergency Response

Prepares staff and volunteers to be ready to provide an active & effective public health response to any emergency by maintaining and modernizing several emergency plans, training, recruiting and organizing volunteers and conducting drills and exercises.

Marshall County Behavioral Health Task Force



The Marshall County Behavioral Health Task Force (MCBHTF) is an ad hoc committee of the Marshall County Board of Health. Members also include Marshall County citizens and community agencies including schools and service providers. Together, members of the task force work to improve mental wellness in Marshall County. Projects include mental health first aid courses and advocating for and improving access for those with mental health needs.



Health Protection & Health Education



Marshall County Substance Abuse Coalition

The Marshall County Substance Abuse Coalition began in 2017. One of their first successes was the addition of prescription drug take-back boxes in Lacon and Henry. Marshall County also participated in the National Take-Back Day for the first time.



Over 50 pounds

OF UNUSED DRUGS COLLECTED
IN MARSHALL COUNTY'S FIRST
EVER DRUG TAKE-BACK DAY.

"Marshall County
Joins Drug Disposal
Program"

Peoria Journal Star
10/26/17



Fighting the Opioid Epidemic



Substance abuse and Opioid misuse is a problem across our nation. In 2017, the Marshall County Medical Reserve Corp (MRC) provided Narcan, a life-saving drug that helps to save people overdosing on Opioids, and Narcan training to every law enforcement officer in Marshall County. Along with the Bureau/Putnam County MRC, our Medical Reserve Corp was honored by the National Association of City and County Health Officials as an example of health department's strengthening community health for "addressing the growing abuse of Opioids in the community". Together, we can make a difference!

100%

OF MARSHALL COUNTY
LAW ENFORCEMENT
OFFICERS TRAINED &
SUPPLIED WITH
NARCAN



Health Education

Tobacco Prevention Program & Reality Illinois

What is more powerful than our youth advocating for changes to make our community healthier and happier?

**SMOKE
FREE**

Through our Tobacco and Reality Illinois Program, our youth leader meets with junior high and high school students in Marshall County schools to help them learn how to help their school be healthier and tobacco and substance-free. In 2017, our youth worked to raise awareness of the dangers of E-cigarettes and existing school regulations surrounding their use. Our health department also helps to send youth to the Cebrin Goodman Teen Institute, a leadership camp empowering youth to live substance-free lives. Our Environmental Health staff work to ensure that all food service facilities in Marshall County are tobacco-free and comply with the Smoke-Free Illinois Act.



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cebrin goodman
teen institute



FY2017 Financial Statement

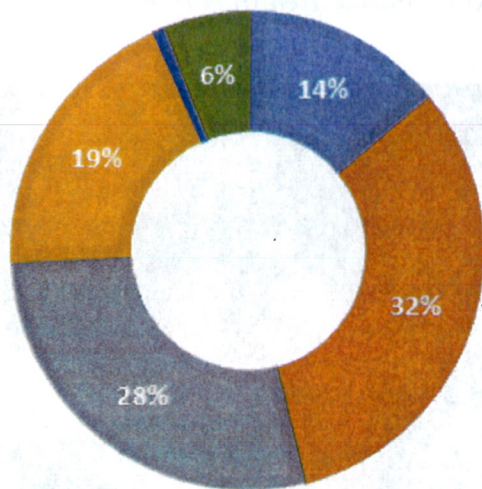
2017 Revenues

County Funds	\$74,568
State Grants	\$173,720
Federal Grants	\$152,499
WIC Vouchers	\$102,800
Medicaid, Medicare & Private Insurance	\$4,894
Fees for Service	\$31,768
Contracts	\$85
Total	\$540,334

2017 Expenses

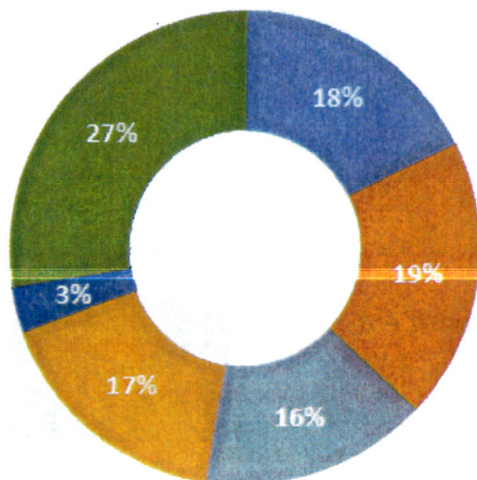
Nursing	\$94,333
WIC Vouchers	\$102,800
Environmental Health	\$63,851
Emergency Response	\$86,966
Health Education	\$17,044
Dental Clinic	0
Operations	\$147,293
Total	\$512,287
Revenues—Expenses	\$28,047
End-of-Year Fund Balance	\$218,122

2017 REVENUES



- County Funds
- State Grants
- Federal Grants
- WIC Vouchers
- Medicaid, Medicare & Private Insurance
- Fees

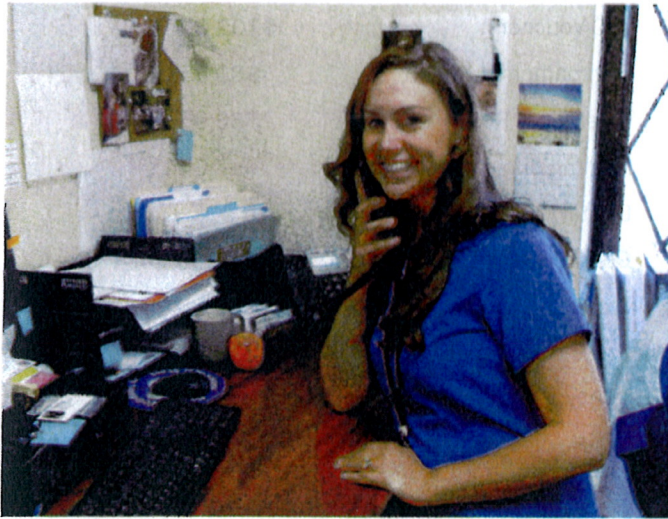
2017 EXPENSES



- Nursing
- WIC Vouchers
- Environmental Health
- Emergency Response
- Health Education
- Operations

Marshall County Health Department

Our staff working for you!



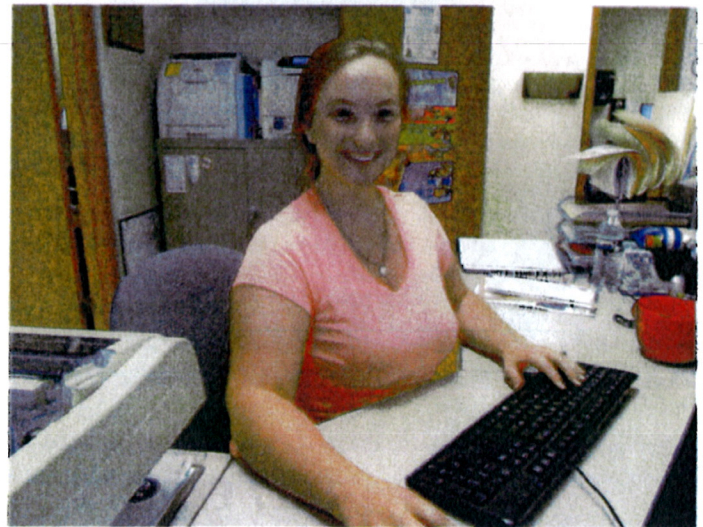
Emily Kelly, Nurse Manager



Kathy King, Public Health Nurse



Kaylee Halberg, Environmental Health Practitioner/
Emergency Response Planner



Taylor Elliott, Receptionist



Marshall County Health Department
319 6th Street
Lacon, IL 61540
309-246-8074





Bureau, Putnam & Marshall County
Health Departments



TEMPORARY FOOD SERVICE EVENT GUIDELINES—15 STEPS TO SERVING SAFE FOOD

1. OBTAIN THE PROPER PERMIT.

A **Temporary Food Establishment** is defined as a Food Establishment that operates for a period of no more than 14 consecutive days in conjunction with a single event or celebration.

It is the responsibility of each operator to get the proper permit and meet all of the requirements. Only those who comply with the requirements shall be entitled to receive or retain a temporary food permit.

Steps to Obtaining a Temporary Food Permit:

1. Notify Health Department and/or submit a temporary food permit application at least 1 week before event.
2. Pay fees in cash, check or money order.
3. *Satisfactorily pass food safety inspection.
4. Display permit in a location that can be easily viewed by the public.

*Note: Permits are not transferable from one person to another or to any other location.

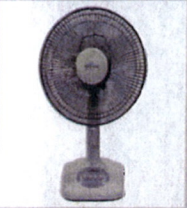
FEES

1-Day, Same Location.....	FREE
2-14 Consecutive Days, Same Location.....	\$55
Not-For-Profit Organizations	FREE

WHAT ARE OTHER KINDS OF FOOD SERVICE?

There are several different types of food service events and licensing other than Temporary Food Service Events. These types of food service have different requirements. Please contact the Health Department for questions on any of the following:

- ✓ **Annual Food Safety License:** This is for brick-and-mortar buildings such as restaurants, bars, gas stations, etc.
- ✓ **Farmer's Market:** a common facility or area where the primary purpose is for farmers to gather to sell fresh fruits and vegetables and other locally produced farm and food products directly to consumers. If any sampling is done, additional requirements apply.
- ✓ **Cottage Food Operation:** Certain foods can be sold only at Farmer's Markets that were prepared in a home kitchen. These items include Non-Time/Temperature Control for Safety (TCS) Baked Goods, Jams & Jellies.
- ✓ **Home Kitchen Operation (Cupcake Law):** This law only applies in a local jurisdiction that has an ordinance adopting the law.



WHAT ARE TCS FOODS?

TCS foods are any foods that require time / temperature control. These include:

- ◇ foods that contain milk, milk products, eggs, meat, poultry, fish or are in a form capable of supporting growth of micro-organisms.
- ◇ Raw seed sprouts, cut tomatoes, cut leafy greens, cut melons and garlic-oil



2. DESIGN YOUR BOOTH WITH FOOD SAFETY IN MIND

All temporary food stands must be designed to have:

- ✓ All garbage go into a COVERED garbage can.
- ✓ All openings to the outside protected from flying insects by effective fitting screens, or fans.
- ✓ Doors that are kept closed whenever possible.
- ✓ Flooring designed from an approved surface; no dirt floors are permitted.
- ✓ The location of the food stand at least 100 feet from where animals are housed or from portable restroom facilities.
- ✓ Limited number of people in the food preparation area.
- ✓ Animals are not allowed in food stands.

3. CHOOSE A FOOD-SAFE MENU

Keep your menu simple and keep TCS foods to a minimum or take extra precautions for food safety.

- ✓ Only serve food obtained from a licensed source (grocery store).
- ✓ Food must be clean, wholesome and free from adulteration and misbranding.
- ✓ NO HOME-CANNED OR HOMEMADE FOODS ARE ALLOWED. All foods must be prepared onsite or in a licensed kitchen and be transported in sanitary conditions.
- ✓ Keep raw foods and cooked foods separate.

4. PROPERLY STORE AND HANDLE ICE

Ice can become contaminated with bacteria and viruses and cause a foodborne illness. Keep ice safe by:

- ✓ Using a scoop to dispense ice, never your hands.
- ✓ Only using ice from an approved source.
- ✓ Never using ice used to cool cans & bottles in cup beverages.

5. PROPERLY THAW FOODS

Thawing foods improperly can allow harmful bacteria to grow. Foods must be properly thawed:

- ✓ In mechanical refrigeration unit.
- ✓ Under potable running water.
- ✓ In a microwave as part of the cooking process.

6. COOK TO THE PROPER TEMPERATURE

Cooking equipment must be capable of rapidly heating TCS foods to proper temperatures.

- ✓ Use a metal stem-type thermometer to check on cooking temperatures.
- ✓ Steam tables, roasters, crockpots, chafing dishes, etc. are not allowed for cooking foods; they can only be used to hold hot foods if they can maintain food at 135 degrees F or higher.
- ✓ All TCS foods must be cooked to the required internal temperature. (see chart).

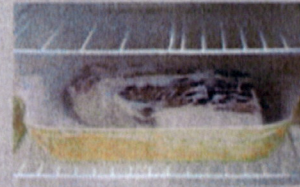
7. HOLD FOODS AT THE PROPER TEMPERATURE

To prevent bacterial growth, and keep food safe it must be held at proper temperatures.

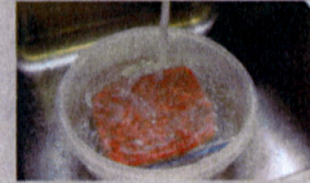
- ✓ All time/temperature control for safety (TCS) foods must be held at an internal temperature of **41 degrees F or colder OR at 135 degrees F or hotter.**
- ✓ **Mechanical refrigeration units** are required for holding foods that must be kept cold.
- ✓ Approval to use coolers to hold cold or frozen foods must be obtained from the health department.

PROPERLY THAW FOODS:

In mechanical refrigeration unit



Under potable running water



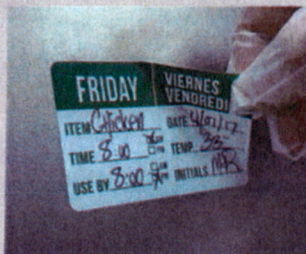
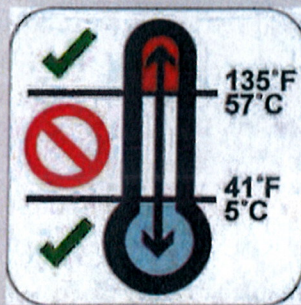
CHECK FOOD TEMPERATURES OFTEN



TEMPERATURES TO REMEMBER:

- ⇒ Hold cold TCS foods at 41°F
- ⇒ Hold hot foods at 135°F
- ⇒ Cook poultry, stuffed meats
ground beef/pork/fish to 155°F
- ⇒ Cook Beef/Pork to 145°F
- ⇒ Cook fish, eggs to 145°F
- ⇒ **Temperature Danger Zone**
(bacteria grow at this temperature)

41°F-135°F



8. TRANSPORT FOOD CAREFULLY

If food needs to be transported from one location to another, keep it well covered and provide adequate temperature controls.

- ✓ Used refrigerated trucks or insulated containers to keep cold foods cold (below 41 degrees F) and hot foods hot (above 135 degrees F).
- ✓ Neglecting to consider food safety when transporting food can make foods unsafe.

Cooling and reheating of food is NOT allowed at temporary events.
Left-overs must be discarded at the end of the day.

9. STORE & PREPARE FOOD SAFELY

Food and food items must be protected during preparation, storage and display.

- ✓ All foods must be covered and elevated at least 6 inches above the ground / floor.
- ✓ Fruits and vegetables must be washed with potable water before being used.
- ✓ All surfaces in the food stand must be smooth, non-absorbent and easily cleanable.
- ✓ Food not in its original container must be labeled.

10. HANDLE FOOD SAFELY

Avoid bare hand contact with ready-to-serve foods and food contact surfaces. Use disposable gloves, tongs, napkins, or other tools to handle food. Be sure to wash hands thoroughly to avoid contaminating the outside of the gloves. Gloves used to handle food are for single use only and should never be washed and reused. Gloves should be changed:

- ✓ As soon as they become soiled or torn
- ✓ Before beginning a different task
- ✓ After handling raw meat & before handling cooked or ready-to-eat food

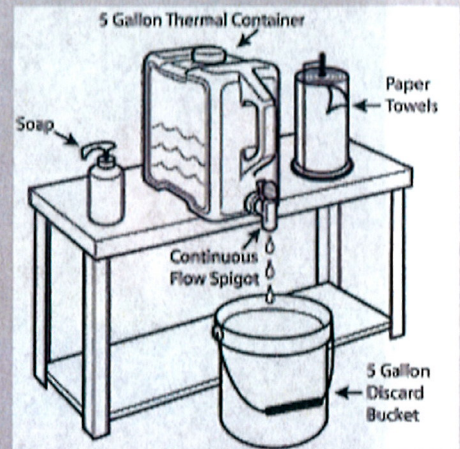
11. PROVIDE PROPER HANDWASHING

If warm water under pressure is not available, a temporary handwashing station that is conveniently accessible to all food handlers is required to be provided and used at all permitted temporary food facilities.

Water used for handwashing must be potable and from an approved source.

The handwashing station must be set up prior to any food preparation and include:

- ✓ A container with a spigot that allows hands-free flowing water (no push button).
- ✓ A wastewater bucket placed underneath to catch wastewater
- ✓ Pump-type soap dispenser
- ✓ Single use/disposable paper towels.
- ✓ A garbage can conveniently located for paper towel waste.



***Frequent and thorough hand washing
is the first line of defense in
preventing foodborne illness.
Gloves are no substitute for hand washing!***

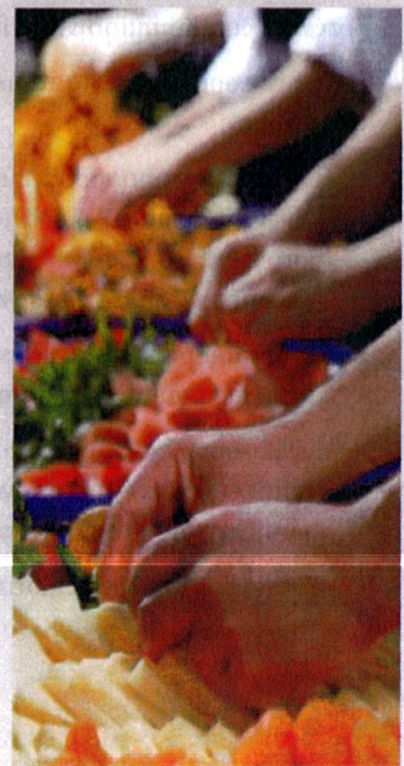
Wash your hands frequently:

- ✓ Before starting work
- ✓ Before preparing food
- ✓ After handling raw meat
- ✓ After eating, smoking, coughing, sneezing or using a tissue
- ✓ After handling garbage
- ✓ After using the restroom.

12. BE A SAFE FOOD HANDLER

Only healthy workers should prepare and serve food.

- ✓ Any workers who show symptoms of a disease—cramps, nausea, fever, vomiting, diarrhea, jaundice, etc.—or who have open sores or infected cuts on the hands or arms should not be allowed in the food booth.
- ✓ Fingernails should be kept short and clean
- ✓ Workers must wear effective hair restraints, such as a hat, hairnet or visor, and remove jewelry before preparing or serving food.
- ✓ Workers must not smoke or eat in the booth.
- ✓ Keep beverages stored in a way as to not contaminate food and food-contact surfaces
- ✓ Workers must wear clean outer garments.





*A WASH, RINSE, & SANITIZE setup must be provided onsite for Temporary Events.
(Cover basins when not in use)*

13. CAREFULLY CLEAN & SANITIZE ALL EQUIPMENT

Cleaning is simply removing debris from a surface. Sanitizing is actually reducing the number of microorganisms on a surface. Food-contact surfaces need to be kept clean and sanitary to prevent contamination and foodborne illness.

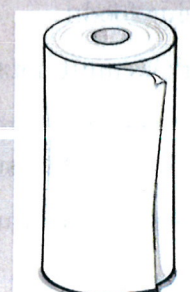
Here are some things to remember for a Temporary Food Service Event:

- ✓ If there are no permanent sinks at the Temporary Food Service Event, a WASH, RINSE, & SANITIZE setup must be provided and used. There must be enough space for dishes to completely air dry, towel-drying is prohibited.
- ✓ Equipment & utensils shall be sanitized whenever they become potentially contaminated and at least every 4 hours.
- ✓ Dish soap, an approved sanitizer, and test strips for that sanitizer must be provided and used. Dishes shall be submerged in the sanitizer bucket for 30-60 seconds.
- ✓ Test strips to check chlorine concentration are required.

Wiping buckets and cloth towels

are **NOT ALLOWED** at temporary events.

- ✓ A labeled spray bottle of sanitizing solution (bleach solution 100-200 ppm) and disposable towels must be used for cleaning food contact surfaces.
- ✓ Use proper test strips to make sure sanitizer concentrations are correct



14. ONLY USE SAFE WATER

Only use clean, potable (drinkable) water at a Temporary Food Service Event for drinking, cooking handwashing, cleaning and sanitizing.

Water must come from an approved source, such as:

- ⇒ Public Water
- ⇒ Commercially Bottled Water
- ⇒ Well water that has been approved by the health department and has a satisfactory water test from an approved laboratory.

TO PROTECT WATER SUPPLIES:

- ✓ Provide a back flow / back siphonage prevention device constructed in accordance with the Illinois State Plumbing Code to protect the water supply.
- ✓ Only use FDA approved food-grade water hoses for potable water that will be used for cooking, preparing food or drinking.

15. PROPERLY DISPOSE OF WASTEWATER

Dispose of all wastewater properly into the public sewer system or approved location sites.

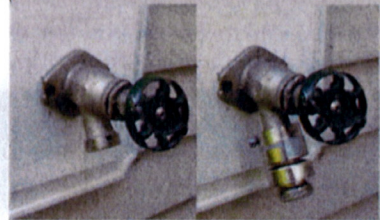
- ✓ Mobile units **MUST** provide a tank for holding wastewater
- ✓ **DISCHARGING WASTEWATER TO THE GROUND SURFACE IS PROHIBITED!**

WE ARE HERE TO HELP

Our Environmental Health Staff cover three counties and are always willing to have a consultation about anything in our Food Program. Call us if you have a question about food safety or setting up your food stand!

ONLY USE WATER FROM AN APPROVED SOURCE!

Example of back siphonage
prevention device



Wastewater holding tank



Bureau County Health Dept.

815-872-5091

Putnam County Health Dept.

815-925-7326

Marshall County Health Dept.

309-246-8074

Bureau County Health Dept.

526 Bureau Valley Pkwy

Princeton, IL 61356

Phone: 815-872-5091

Fax: 815-872-5092

Putnam County Health Dept.

220 E. High St., Suite 102

Hennepin, IL 61327

Phone: 815-925-7326

Fax: 815-925-7001

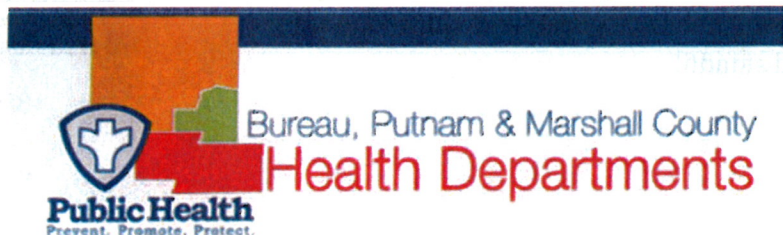
Marshall County Health Dept.

319 6th St.

Lacon, IL 61540

Phone: 309-246-8074

Fax: 309-246-37874



Health Department

**CHECKLIST FOR OPENING A TEMPORARY
FOOD STAND**

At least 1 week before event:

- ☐ Notify health department and/or submit Permit
- ☐ Application and Fee (if applicable)
- ☐ Consult with health department on flooring, water supply, stand location and cooler use, if needed
- ☐ Tape for hanging food permit in food stand
- ☐ Containers and labels for storing food
- ☐ Smooth, easily cleanable surfaces for counters, chopping boards, etc.
- ☐ Single service articles to be used by customers

Design:

- ☐ Covered garbage can and liners
- ☐ Screens or fans

Food-Safe Menu:

- ☐ Food from licensed source (grocery store)

Proper Storage & Use of Ice

- ☐ Cleaned & sanitized cooler
- ☐ Ice scoop
- ☐ Ice from approved source

Cooking:

- ☐ Metal stem thermometer for checking food temperatures
- ☐ Alcohol wipes for cleaning thermometer
- ☐ Stove, grill or cooking unit able to heat foods to 145 degrees F—155 degrees F
- ☐ Roasters, crockpots ONLY for holding foods at 135 degrees F or higher, NOT for cooking foods.

Holding Cold Foods:

- ☐ Mechanical cooler for holding cold foods (ice coolers are only allowed to hold foods with health department approval);
- ☐ Accurate thermometer in each unit

Transporting Foods:

- ☐ Insulated bag, covers, to transport food safely

Storing & Preparing Food:

- ☐ Storage at least 6 inches off the floor/ground

Handling Food Safely:

- ☐ Approved food-grade gloves

Handwashing:

- ☐ Handwashing sink or temporary handwashing set up that includes:
 1. Container for warm water, with free-flowing valve
 2. Bucket to catch wastewater
 3. Paper towels
 4. Hand soap in a dispenser

Safe Food Handler

- ☐ Clean outer garments
- ☐ Short, clean fingernails
- ☐ Hat, hairnet or visor to restrain hair

Cleaning & Sanitizing Equipment:

- ☐ A 3-bay sink or tubs with lids to wash, rinse and sanitize dishes/utensils/equipment
- ☐ Dish soap
- ☐ Approved Sanitizer such as chlorine bleach
- ☐ Clear spray bottle labeled with approved sanitizer
- ☐ Test strips to measure sanitizer concentration (Chlorine bleach should be 50-100 ppm)

Safe Water:

- ☐ Water from a approved source
- ☐ FDA food grade hoses & back siphonage device

Wastewater

- ☐ Wastewater holding tank, if applicable



Bureau, Putnam & Marshall County
Health Departments

TEMPORARY FOOD PERMIT APPLICATION

Name of event: _____

Dates & Location of Event: _____

Hours of Event: _____

Contact Person: _____ Phone # _____ FAX # _____

Name of food stand/organization: _____

Owner/Licensee Name: _____

Mailing Address: _____

Food and beverages to be served (if additional space is needed, please use back)

Serving Time: _____ What time will you be ready for inspection and licensure? _____

Food prepared on site? Yes ☐ No ☐ If no, where: _____

Electrical service at site? Yes ☐ No ☐ Public water on site? Yes ☐ No ☐

License Requirement

It is unlawful for any person to operate a temporary facility in operation for three (3) or more consecutive days who does not possess a valid license issued by the County Health Department. This license is not transferable from person to person and it is valid only in the location, building for which it was issued. A valid license must be posted in the stand in a location visible to customers.

PERMIT FEES

1-Day, Same Location.....FREE

2-14 Consecutive Days, Same Location.....\$55

Not-For-Profit OrganizationsFREE

(1-2 Days – please send in registration form)

The fee and the form must be completed in order to process your facility license; your license will be issued after your stand has satisfactorily passed an inspection by this department.

I affirm that the information above is true to the best of my knowledge.

Signature _____ Date _____

OFFICE USE ONLY: DATE APPLICATION RECEIVED: _____ RECEIVED BY: _____ PAID/DATE: _____