




Summer Feeding 2019

LOUISIANA DEPARTMENT OF HEALTH

Permits

- ▶ Sponsors must apply for permits for each feeding and/or cooking site through the local LDH office
- ▶ Plans will be reviewed and approved (or not approved) based on the Louisiana Administrative Code, Title 51
- ▶ There is a minimum of 10 business days for the initial review; however the plan reviewer may have questions concerning the application

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- ▶ There are minimum requirements for feeding sites that must be met for a permit to be issued
 - ▶ The feeding site staff must have access to equipment and plumbing noted as available at the site
 - ▶ The temporary permit will be issued for dates provided by Sponsor
 - ▶ The permit must be posted at the feeding site for all days of service

Inspections

- ▶ Schedule the pre-opening inspection with the local LDH office
- ▶ Someone associated with the Sponsor should be onsite for the inspection
- ▶ The site is to be ready for service
 - ▶ Refrigeration units must be at 41F or lower,
 - ▶ hot water, sanitizer, sanitizer test strips, soap & paper towels must be provided
- ▶ The permits will not be back dated to include dates of service previous to the issuance of the permit
- ▶ In some cases, based on length of service, a second routine inspection is required

Minimum Requirements

- ▶ Hand sinks in accessible areas for service, food prep, & cleaning
- ▶ Hand sinks accessible to the children for hand washing before eating (not located in the kitchen)
- ▶ Hot water at all hand sinks
 - ▶ Soap & paper towels
- ▶ Sanitizer for dishwashing & for sanitizing food contact surfaces & equipment
 - ▶ test strips
- ▶ Equipment for cold holding & hot holding
- ▶ Equipment for the wash/rinse/sanitization of equipment and dishes

www.eatsafe.la.gov

EAT SAFE LOUISIANA

Louisiana.gov > [LDH](#) > [Eat Safe Louisiana](#)

Visit the website and scroll down to Sanitarian where there is a summer feeding link.

Prevention of Foodborne Illness

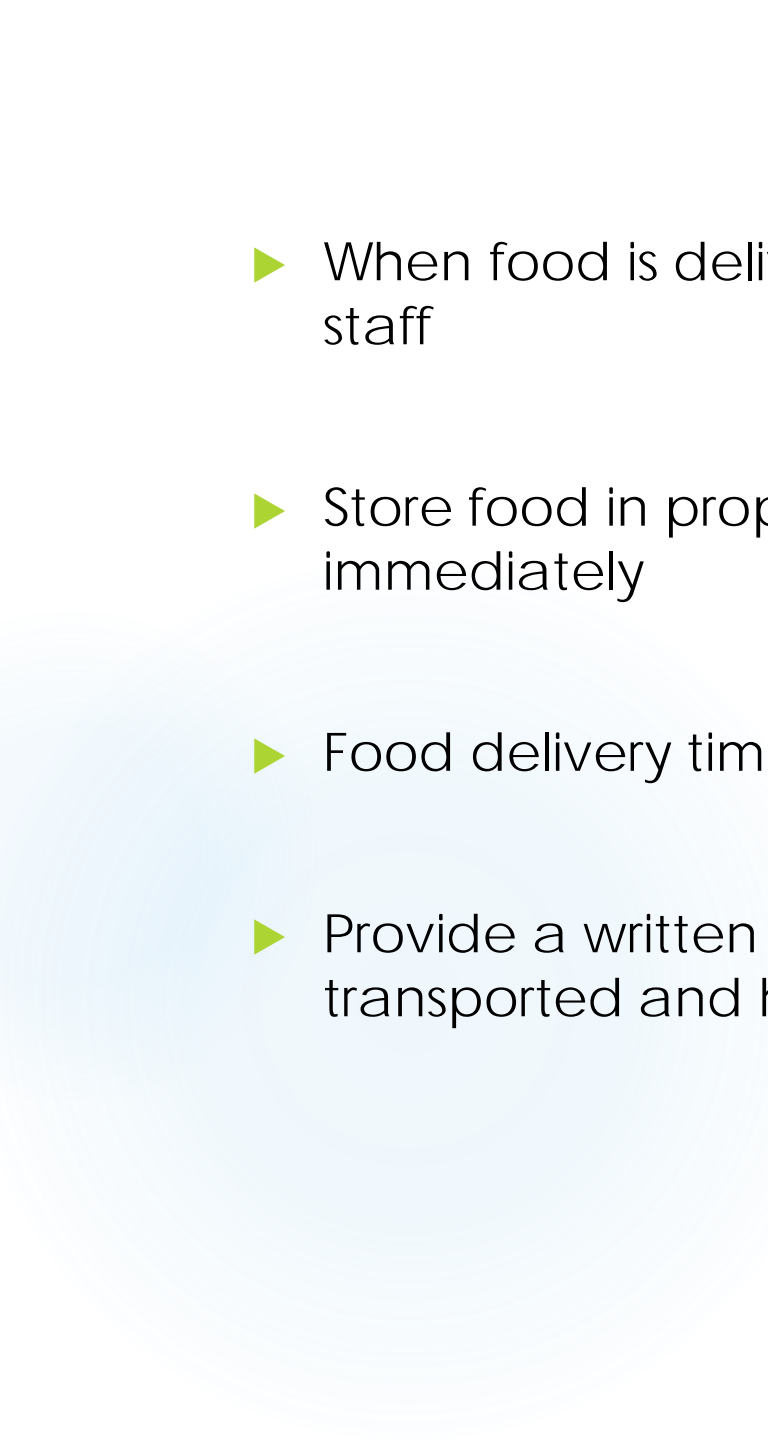

- ▶ Handwashing is key
- ▶ Do not touch ready to eat foods with bare hands
- ▶ Cook foods to the proper temperature
 - ▶ Using a thermometer is the only way to be sure the temperature is correct
- ▶ Hold foods at the proper temperature
 - ▶ This includes travel time
- ▶ Clean & sanitize surfaces
- ▶ Sick employees are not to handle food
 - ▶ No vomiting or diarrhea within 24 hours

Food Source

- ▶ Food served to children must be
 - ▶ prepared in a permitted kitchen and served to the children onsite,
 - ▶ transported from a kitchen that has a permit by the same Sponsor, or
 - ▶ from a company with a manufacturing permit to operate.

Food Transportation

- ▶ All food is to be delivered at the proper temperature
 - ▶ 41F or lower for cold foods
 - ▶ 135F or higher for hot foods
- ▶ Foods held improperly are more likely to contain pathogens that have replicated to an unsafe number over time
- ▶ Food that is not delivered at the proper temperature must be rejected

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- ▶ When food is delivered, temperatures are to be recorded by site staff
 - ▶ Store food in proper holding equipment onsite or serve the food immediately
 - ▶ Food delivery times should be short
 - ▶ Provide a written plan to your local LDH stating how the food will be transported and how you plan to ensure it is safely delivered

Time as a Control

- ▶ Any time mechanical refrigeration or heat is not available, time as a control must be applied
- ▶ A written policy must be available at each site
- ▶ All food must be served or discarded within 4 hours after removed from mechanical control
- ▶ All food must be discarded when time as a control is used ; there are no left overs

Plumbing

- ▶ All sites must have accessible hand sinks for food handlers
- ▶ All sites must have a hand sink accessible to the children
- ▶ Unless serving pre-packaged foods only, the site must have a three compartment sink
- ▶ Sites must have a mop sink or other means of disposing mop water
- ▶ For grease trap requirements, contact the local CBO
 - ▶ www.lsuccc.gov or 225-922-0817

Food Safety Training

Consider:

- ▶ Having all Food Handlers obtain a Food Handler card
- ▶ Having those in charge obtain a more extensive Food Manager Certification

The knowledge gained can help to ensure the food served is safe, the children are healthy, and your sponsorship maintains good standing.

Contact

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Notes:

1. Each summer feeding site (each address) is required by USDA to obtain a permit to operate specifically for summer feeding. Without the specific permit monetary reimbursement could be denied by LDOE.
2. The permit will indicate the site name and address and list the Sponsor as the permit owner. Permits are not transferrable.
3. The permit to operate will have an expiration date provided by the Sponsor. If the site will close early or the site dates are extended, the Sponsor **must** contact the local LDH to alter the permit. Otherwise you may not be reimbursed for the additional dates.
4. Each site will be inspected before a permit is issued by LDH. During the inspection, if found to conform to Code, a permit will be issued. One uncorrected critical violation and/or more than 4 uncorrected non-critical violation will not allow the permit to be issued.

How to Apply

1. Apply for every site with a Summer Feeding Questionnaire.
2. If the site does not have an annual permit to operate through LDH, also include the Retail Food Plan Review Questionnaire found at www.eatsafe.la.gov within the box Businesses then New Businesses.
3. A menu is to be provided.
4. A layout of the food service and dining area to be provided. Show all plumbing, equipment, storage areas, preparation areas, service, areas, etc.
5. Include where food will be prepared if not at that site, how it will be transported, and what equipment will be used to transport and serve the food. Make note if the food is prepackaged and/or completely shelf stable.
6. Remember that a plan review can take up to two weeks. Do not wait to apply for sites you know will operate. Once the plan review is complete, and you receive the approval, you can schedule the inspection for a future date.
7. To schedule the inspection, call the local LDH office. It's best to call the week before to get a favorable date. You may not get time slot if you call of an inspection the next day.

Tips to keep food safe:

- ▶ Hand washing is very important. Proper hand washing is just as important. Take the time to do it thoroughly and often.
- ▶ When preparing and serving food do not touch foods that are ready to eat with bare hands. This includes when making sandwiches, preparing cut up fruit or vegetables, serving breads or pastries, etc. Use utensils or gloves.
- ▶ When transporting food make sure to refrigerate cold prepared foods to bring it down to 41F before transportation. This helps to keep temperatures down during transportation. When using time as a control if the food is room temperature the 4 hours begins at preparation.
- ▶ Use thermometers to measure cooking and holding temperatures. Don't guess.

Contact Information for Local LDH Offices

Parish	Phone	Email
Acadia	337-788-4999	Shawn.Bertrand@la.gov
Allen	337-639-4186	Jared.Reed@la.gov
Ascension	225-644-9030	Chantelle.Jones@la.gov
Assumption	985-369-3565	Courtney.Grimes@la.gov
Avoyelles	318-253-4528 ext 116	Vickie.Arnouville@la.gov
Beauregard	337-463-4486	Valton.Wood@la.gov
Bienville	318-263-2125	Tisha.Sonnier@la.gov

Parish	Phone	Email
Bossier	318-741-7492	William.Reeves@la.gov
Caddo	318-676-5265	Constance.Griffin@la.gov
Calcasieu	337-721-4060 ext 6553	Amy.Courtney@la.gov
Caldwell	318-649-2393	Dolph.Darden@la.gov
Cameron	337-775-5368	Ryan.King@la.gov
Catahoula	318-744-5261	Corinne.Cormier@la.gov
Claiborne	318-927-6127	Bailey.Austin@la.gov
Concordia	318-757-8632	Caleb.Smith@la.gov
Desoto	318-872-0472	Paul.Gibbs@la.gov
East Baton Rouge	225-242-4870	Heather.Gray@la.gov
East Carroll	318-559-2012 ext 500	Danielle.Morris@la.gov
East Feliciana	225-683-4148	Brian.Hurst@la.gov
Evangeline	337-363-1584	Dwight.Brignac@la.gov
Franklin	318-435-2143	Don.Riser@la.gov
Grant	318-627-3133	Sydney.Redfearin@la.gov

Parish	Phone	Email
Iberia	337-492-5440	Danny.Doyle@la.gov
Iberville	225-687-5885	Frances.Berthelot@la.gov
Jackson	318-259-6601	Amy.Baldwin@la.gov
Jefferson	504-838-5140 Metairie 504-349-0090 Marrero	Asheba.Porter@la.gov
Jefferson Davis	337-824-2193 ext 206	Brock.Smith@la.gov
Lafayette	337-262-3900	Susan.Trahan@la.gov
Lafourche	985-447-0954	Letecia.Turley@la.gov
Lasalle	318-992-4842	Bridgette.Andrews@la.gov
Lincoln	318-251-5029	Allen.Hanna@la.gov
Livingston	318-686-1786	Keenan.Glover@la.gov
Madison	318-574-3311	Lindsey.Mikell@la.gov
Morehouse	318-283-0806	Jonathan.Eagles@la.gov
Natchitoches	318-357-2266	Paul.Gibbs@la.gov
Orleans	504-568-7970	Gwen.Shook@la.gov

Parish	Phone	Email
Ouachita	318-361-7260	Elizabeth.Rials@la.gov
Plaquemines	504-934-6690	referrer@ppgov.net
Pointe Coupee	225-638-3373	Carl.Whittington@la.gov
Rapides	318-487-5282 ext 218	Paula.Guient@la.gov
Red River	318-932-4087	Anthony.Thomas@la.gov
Richland	318-728-4441	Jason.Pylant@la.gov
Sabine	318-256-4105	Krista.McCormic@la.gov
St. Bernard	504-281-2780	Angelique.Gabriel@la.gov
St. Charles	985-764-4376	Kathy.LebLANC@la.gov
St. Helena	225-222-4412	Leann.Lindsey@la.gov
St. James	225-265-4002	Heather.Bourg2@la.gov
St. John	985-536-3535	Jamey.Bailey@la.gov
St. Landry	337-948-0266	Heather.Briley@la.gov
St. Martin	337-394-6134	Brent.Gaspard@la.gov

Parish	Phone	Email
St. Mary	985-385-7018	Michael.Bourgeois@la.gov
St. Tammany	985-893-6296	Judith.Culpepper@la.gov
Tangipahoa	985-543-4175 ext 246	Thomas.Fagan@la.gov
Tensas	318-766-3515	Shannon.Harris2@la.gov
Terrebonne	985-857-3770	Courtney.Dickerson@la.gov
Union	318-368-9380	Lindsay.Walker@la.gov
Vermillion	337-893-1438	Vicky.Toups@la.gov
Vernon	337-238-6410 ext 2	Randy.Kay@la.gov
Washington	985-839-5646	Todd.Boyd@la.gov
Webster	318-371-3044	Vera.Brown2@la.gov
West Baton Rouge	225-342-2650	Jerry.Milton@la.gov
West Carroll	318-428-9361	Diane.Pritchard@la.gov
West Feliciana	225-635-2165	Mary.Dixon@la.gov
Winn	318-628-2148 ext 214	Melanie.Spahn@la.gov