



# BOH Guide: #47 FDA Retail Standard 7 Policies

## Board of Health and Local Health Department Standard Operating Procedures (SOP)

This **Checklist** highlights many of the steps needed currently to organize a Massachusetts Board of Health. The checklist is designed to be used in tandem with the **Alliance Food Safety Plan**. BOXES CAN BE CHECKED WITH the CURSOR.

### Alliance Governing Board approved FDA Voluntary Retail Program Standard Policies

#### Alliance Boards of Health are encouraged to:

- Become Registered with the FDA Retail Food Program Standards.
- Participate in FDA Standards Assessments every 5 years.
- Adopt Alliance policies that conform to FDA Retail Program Standards as available.
- Promote Alliance education opportunities and trainings to food establishments and the public.
- Actively work towards improving food safety in the county by participating in online permitting and inspector trainings. and inviting the Food Safety Team to present at Board of Health Meetings.
- Follow the Massachusetts Food Code or adopt a more restrictive local regulation.
- Alliance Food Inspectors meet FDA Retail Standard 2 or are in the process of being trained to Standard 2 within 24 mo.
- Support the Alliance Food Safety Program.

### FDA Voluntary Retail Program Standard 7 Policies

#### 1. Industry and Consumer Interaction

- a. The Alliance on behalf of the Board of Health maintains written documentation confirming that the agency has sponsored or actively participated in at least one meeting/forum annually, such as food safety task forces, advisory boards / committees, customer surveys, web-based meetings, or forums. Documentation confirms that offers of participation have been extended to industry and consumer representatives.

#### 2. Educational Outreach

- a. The Alliance on behalf of the Board of Health maintains written documentation confirming that the agency has sponsored or coordinated at least one educational outreach activity annually directed at industry, consumer groups, the media, and/or elected officials. Educational outreach activities focus on increasing awareness of foodborne illness risk factors and control methods to prevent foodborne illness and may include industry recognition programs, web sites, newsletters, Fight BAC campaigns, food safety month activities, food worker training, and use of oral culture learner materials.

#### Alliance Industry Educational and Outreach Annual Activities

- Choke Saver. Offered to the Industry by the Alliance Public Health Nurses multiple times a year and on request in coordination with Berkshire Community College.
- Temporary Food Establishment Training. Offered annually to Non-Profits. Churches, Responders, Food Pantries and others sponsoring Temporary Food Events.
- Alliance Food Safety Training Series offered annually to Boards of Health, Inspectors and selected industry providers.
- Alliance Food Safety Program annually creates and distributes multiple Consumer Advisories such as Covid protocols, handwashing, food safety, recalls, foodborne illnesses and other as required and requested.
- Alliance maintains on behalf of the Board of Health data and a webpage on foodborne illnesses and outbreaks in Berkshire County.
- Alliance offers on request an Emergency Shelter Training to Responders and the public that addresses environmental health risks, including food and water safety in shelters
- Other trainings, education and outreach activities as required and requested.
- Alliance Food Safety Team regularly attends and presents information at publicly posted Board of Health meetings