



Iroquois County Public Health Department

FOOD SANITATION ENFORCEMENT PROCEDURES

I. PURPOSE:

Protect the health of the public by ensuring that serious violations or other unsanitary conditions found during inspections of food establishments are corrected.

II. POLICY:

Serious violations and unsanitary or other conditions which constitute a substantial hazard to the public may require that corrective action be taken. Before enforcement action begins, voluntary compliance will be sought.

III. PROCEDURE:

- A. If during inspection the Health Authority notes any Foodborne Risk Factors and Public Health Interventions violations which constitutes a substantial hazard to the public, the Health Authority will follow the enforcement time period.

If voluntary compliance is not obtained, enforcement steps will be utilized for corrective action to address any potential public health issues.

ENFORCEMENT TIME PERIODS

1. Immediate, or within 24 hours, compliance is required for priority violations. The inspection form shall be used to notify the operator of the health hazard and the required corrections, and record the agreement or non-agreement to comply.
2. Compliance within 5 working days is required for priority foundation violations. The inspection form shall be used to notify the operator of the immediate health hazard and the required corrections, and record the agreement or non-agreement to comply.
3. Compliance for core violations may be required up to the next routine inspection. The inspection form shall be used to notify the operator of the immediate health hazard and the required corrections, and record the agreement or non-agreement to comply.

ENFORCEMENT STEPS

Step 1 – A letter may be sent to the permit holder or to the establishment manager requesting a meeting within 5 days at the Health Department offices to discuss the correction of violations with Health Authority and attempt to reach an acceptable agreement to correct violations.

Step 2 – A notice or the inspection form shall be served personally or by certified mail. The notification shall:

- A. Set forth the specific violation found.
- B. Set a specific and reasonable period of time for the correction of the violation found.
- C. State the failure to comply with any issue in accordance with the provisions of this ordinance may result in the immediate suspension of the permit.
- D. State that an opportunity to appeal from any notice or inspection finding will be provided if a written request for a hearing is filed with the Health Department within the period established in the notice of correction.

Step 3 – Non-compliance will result in evaluation by the Administrator and appropriate food service ordinance enforcement. An extension of the time limit may be granted if agreement is reached on necessary corrections to be made.

Step 4 - The Administrator shall notify the President of the Board of Health, for information only, of action to suspend the permit. The permit holder will be notified in writing. The notice will state the permit is, upon service of the notice, immediately suspended, and that an opportunity for a hearing will be provided if a written request is filed with the Health Department. The permit shall then be removed by the Board of Health or its representative and the establishment shall cease operations.

Adoption 07-01-2014	Revisions 11-19-2018	Review 2015 2016 2017	Rescind
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