

**New York State Department of Health  
Basic Environmental Health Program**

***Instructions for EH 107-1FE***

FIELD EXERCISE: High Risk Food Service Establishment Inspection

## Assignment

To ensure that the exercise will be as useful as possible, both the *supervisor and mentor* must review these instructions, the Basic Environmental Health Program (BEHP) **Field Exercise Guidelines** and the exercise's **Field Assignment Report** form prior to selecting the food service establishment to be inspected. The student's supervisor must arrange for the student to accompany a qualified mentor (Food Service Inspection Officer 2) on an inspection of a **high-risk food service establishment**. While at the facility, the menu should be reviewed to identify food items that are common vehicles of foodborne illness. A food preparation review should be conducted of one of the menu items to identify all critical control points and monitoring procedures in its preparation. The intention of the exercise is to *introduce the student to the concepts and procedures* to conduct a high-risk food service establishment inspection. Students are not expected to be able to independently conduct food service establishment (FSE) inspections without substantial additional training and mentoring.

The student should assist or shadow the mentor in all aspects of the inspection including:

- a file review prior to the inspection
- review of appropriate environmental health manual (EHM) item CEHFP 852 TR (08/06/07)
- completion of the food service inspection report (DOH-192, 10/05, or equivalent)
- follow-up activity in response to violations or problems found during the inspection

Upon completion of the Field Assignment Report form, the student, mentor, and student's supervisor must sign the affirmation at the bottom of the report. **Prior to** participation in BEHP module EH 107: Bureau of Community Environmental Health & Food Protection Programs, the completed **Field Assignment Report** must be submitted to:

University at Albany  
School of Public Health  
One University Place  
Rensselaer, New York 12144

OR

Fax to: 518 402-1137

## Learning Objectives:

After completing this assignment, the student will be able to:

- Describe the factors that determine the risk characteristics of a food service establishment.
- Describe the factors that determine a food being defined as a potentially hazardous food.
- Identify at least two food items that are common vehicles of foodborne illness.
- Identify at least three food related public health hazards.

Questions about this exercise may be referred to:

Lindsay Ruland, BEHP Project Coordinator [518-402-0330] or [lruland@albany.edu](mailto:lruland@albany.edu) .

**New York State Department of Health  
Basic Environmental Health Program**

***Field Assignment Report***

**FOOD SERVICE ESTABLISHMENT INSPECTION**

Student Name: \_\_\_\_\_ Health Department: \_\_\_\_\_

Mentor Name: \_\_\_\_\_ Mentor Title: \_\_\_\_\_

Food Service Establishment Name: \_\_\_\_\_

Inspection Date: \_\_\_\_\_

**ASSIGNMENT**

The student accompanies the mentor on a field inspection of a high-risk food service establishment and assists with and observes completion of a food service inspection report form (DOH 192 or equivalent) and completes the following questions:

1. Explain why the selected food service establishment meets the criteria of a high –risk food service establishment.
2. Identify at least two food items from the menu review that are common vehicles of foodborne illness.
3. Identify all critical control points and the monitoring procedures of the food selected for the food preparation review.
4. List all critical (red) violations identified during your inspection.

The following signatures certify that this student completed EH 107-1FE in conformance with the Basic Environmental Health Program Guidelines.

\_\_\_\_\_  
Student

\_\_\_\_\_  
Supervisor

\_\_\_\_\_  
Mentor