

How to Score AMC Voluntary Evaluations

AMC decisions specific to FDA grant:

1. AMCs will be done in conjunction with critical item or regular item inspection. The AMC and the regulatory inspection should happen within 3 months of each other.
2. AMCs will be done at “priority facilities” which excludes gas stations, mobile units, temp events, caterers. Coffee shops can be included in these priority facilities if they express strong interest in PFS, but they are more second tier priority.
3. All AMCs will be entered into the Envision database as a code 027
4. When doing the AMC, also talk about the Partners for Food Safety Program. If a facility qualifies to be a PFS, have them fill out an application on site.

AMC scoring agreement for 10 questions on evaluation: In order to receive full points for AMC questions, facility must show documentation of the practice or policy (forms, logs, SOPs, manuals, contracts, etc.) and the facility must currently be implementing and documenting the practice. If you deduct points on a question, include a comment about the deduction beside or below the AMC question.

Use the guidelines below to determine whether or not a facility currently implements and documents an AMC practice.

Circle Y by the question if the facility is currently implementing the practice. Circle N if the facility is not currently implementing the practice.

1. Certified food safety manager
 - a. 10 points:
 - i. The facility has at least one staff person who is trained in a nationally recognized food safety training program (e.g. ServSafe, NEHA, etc.)
 - ii. To award the full 10 points, you must observe the certification and verify that it is not expired
 - b. 0 points: All other scenarios
2. Staff receive formal food safety training
 - a. 10 points:
 - i. All staff who handle food are trained via ServSafe, STAR, StateFoodSafety.com, or equivalent
 - ii. Facility has an in-house food safety training program that adequately covers food safety issues related to the employee’s position and job duties
 - iii. To award the full 10 points, the training must be documented by the facility and must observe documentation. Documentation can include written SOPs or policies, copies of training quizzes, training manuals, etc.
 - b. 0 points:
 - i. Facility training is non-existent, inadequate
 - ii. No documentation available
3. Conduct daily food safety inspections
 - a. 10 points:
 - i. Facility has a daily food safety inspection that adequately covers food safety risks in the facility (use BCPH self-inspection handout as a guide).

- ii. Must observe documentation
 - b. 5 points:
 - i. Facility has a daily inspection, but the inspection does not focus predominately on food safety
 - ii. Facility has an adequate food safety inspection, but it is not done every day (at least weekly)
 - c. 0 points:
 - i. Facility does not have a daily food safety inspection
 - ii. No documentation available
- 4. Private/corporate food safety inspections
 - a. 10 points:
 - i. Facility has an outside or corporate food safety inspection on a regular basis
 - ii. Must observe inspection reports or inspection report template
 - b. 5 points:
 - i. Facility has had private or corporate food safety inspection done in the past, but it has been more than 2 years since the last inspection
 - ii. Facility has a private or corporate inspection on a regular basis, but the inspection does not focus enough food safety or the inspection is missing significant areas of food safety (use BCPH self-inspection handout as a guide)
 - c. 0 points:
 - i. No corporate/private inspection done
 - ii. Over 4 years since the last inspection
 - iii. The inspection does not include any food safety components
- 5. Document handwashing/glove use
 - a. 10 points:
 - i. Facility documents handwashing/glove use
 - ii. Documentation is up to date and adequate. Acceptable documentation can include a line item on the self-inspection form, a separate handwashing log, or other tracking method
 - b. 5 points:
 - i. Facility has a clear policy and a way to document the practice, but logs are not maintained on a regular basis
 - c. 0 points:
 - i. Facility does not have any handwashing/glove use practice in place
 - ii. Facility does not have documentation, inadequate documentation
- 6. Document sanitizer concentration and usage
 - a. 10 points:
 - i. Facility checks and records sanitizer concentration daily
 - b. 5 points:
 - i. Facility is checking sanitizer concentration, but it is not being recorded on a regular basis
 - ii. Facility is not checking all sanitizer used (e.g. checking dish machine but not wiping cloth buckets)
 - c. 0 points:
 - i. Facility is not checking sanitizer on a regular basis
 - ii. Facility is not documenting sanitizer concentration/usage

7A. Written employee illness policy

- a. 5 points:
 - i. Facility has an adequate employee illness policy
 - ii. Policy observed
- b. 0 points:
 - i. Facility does not have a written employee illness policy
 - ii. Facility's policy is inadequate (use BCPH handout as a guideline)

7B. Paid sick leave

- a. 5 points: Facility has paid sick leave for all staff
- b. 0 points: Facility does not have paid sick leave for all staff

8A. Thermometers available

- a. 5 points: Facility has a thermocouple or digital thermometer
- b. 0 points:
 - i. Facility does not have a thermocouple or digital thermometer
 - ii. Facility only has a dial thermometer

8B. Thin probe available

- a. 5 points: Facility has a thin probe thermometer
- b. 0 points: Facility does not have a thin probe thermometer

9A. Document food temperatures frequently

- a. 5 points:
 - i. Facility checks and documents food temperatures frequently.
 - ii. Facility must be checking and documenting cold hold temperatures. Recommended that facility also check and document cooling, initial cook, hot hold, receiving and reheating temperatures
- b. 0 points:
 - i. Facility does not check food temperatures regularly
 - ii. Facility does not document any food temperatures

9B. Document thermometer calibration

- a. 5 points:
 - i. Facility calibrates thermometers regularly (at least weekly)
 - ii. Facility documents that thermometers calibrated
- b. 0 points:
 - i. Facility does not calibrate thermometers regularly
 - ii. Documentation inadequate or nonexistent

10. Contracts for preventative maintenance

- a. 10 points:
 - i. Facility has preventative maintenance contracts for pest, dishmachine/chemicals, and refrigeration with an external company or equivalent
 - ii. If facility does not have a dishmachine/chemical dispenser, facility can still receive 10 points if they have preventative maintenance contracts for the other two areas
 - iii. Documentation may include company invoices, copies of contracts, contact information for the company representative
- b. 5 points: Facility has preventive maintenance contracts for one or two of these three areas
- c. 0 points: Facility does not have any preventative maintenance contracts