



Purpose

The purpose of the foodservice inspection program is to ensure the health and safety of faculty, staff, students, and visitors of the University by preventing foodborne illness caused by food stored, handled, or prepared at the University.

Applicability

All foodservice establishments including retail locations at the University of Chicago shall comply with applicable health regulations promulgated by the Chicago Department of Public Health. Foodservice establishments managed through a third-party contract that have their own Sanitarian will be responsible for their own inspection program. Foodservice establishments without their own Sanitarian will have their inspection program managed by Environmental Health and Safety through a third-party consultant.

General Requirements/Process

Initial	Foodservice establishments shall be inspected quarterly by a third party consultant. At the conclusion of the inspection, a representative from Environmental Health and Safety and the third party consultant shall conduct an exit interview with the foodservice facility manager before leaving. At this exit interview, all deficiencies discovered shall be discussed. The written report, which indicates any food safety violations discovered during the inspection, will be emailed to the foodservice facility manager once it is received from the third party consultant.
Follow-up	After a minimum of 30 days, foodservice establishments that failed their regular quarterly inspection will be re-inspected by a third party consultant. Foodservice establishments that receive a passing grade on the re-inspection will not be inspected again until the next regular quarterly inspection. Foodservice establishments that receive a failing grade on the re-inspection shall schedule a corrective action meeting with Environmental Health and Safety, the foodservice establishment facility manager, and the foodservice establishment facility manager's supervisor. Other meeting attendees shall be included on a case by case basis.
Corrective Action Meeting	At the meeting, the reports for the failed regular quarterly inspection and the failed re-inspection will be reviewed. The food safety violations and deficiencies outlined in the two reports will be discussed and a corrective action plan will be created in order to resolve them. The foodservice establishment will have a minimum of 30 days to make the corrections outlined in the plan before being inspected by a third party consultant. Foodservice establishments that receive a passing grade on the inspection will not be inspected again until the next regular quarterly inspection. Foodservice establishments that receive a failing grade on the inspection may be subject to closure or partial closure at the discretion of Environmental Health and Safety.
Closure	Upon approval from the Executive Director of Environmental Health and Safety, or Senior Environmental Health and Safety Specialist in his/her absence, to suspend the operation of a foodservice establishment, Environmental Health and Safety shall ensure that all foodservice operations at the establishment cease immediately. The Executive Director of Environmental Health and Safety, or Senior Environmental Health and Safety Specialist in his/her absence, shall notify the foodservice facility manger, the foodservice facility manager's supervisor, the building manager, and the Office of Legal Counsel that the establishment shall be closed until the food safety violations and deficiencies are corrected.

Additional Information

Notifying	Outside Regulatory Agencies
Environmental Health and Safety shall be notified immediately for any establishment closed by the City of Chicago Public Health Department.	<p>Outside regulatory agencies and insurance representatives requesting to inspect University properties or review components of the safety program in order to determine compliance with regulations pertaining to fire, workers' compensation, safety, health, and environmental issues shall be directed to Environmental Health and Safety.</p> <p>A representative from Environmental Health and Safety shall accompany the representative from the outside agency on all inspections conducted and facilitate the necessary corrective action plan.</p>