



## **Cooling Time and Temperature Control for Safety Foods Standard Operating Procedures**

**Purpose:** To prevent foodborne illness by ensuring that all time and temperature control for safety foods are cooled properly

**Scope:** This procedure applies to foodservice employees who prepares, handles, or serves food.

**Key Words:** Cross-Contamination, Temperatures, Time, Cooling, Holding

### **Instructions:**

1. Train foodservice employees who prepare or serve food on how to use a food thermometer and how to cool foods using this procedure.
2. Modify menus, production schedules, and staff work hours to allow for implementation of proper cooling procedures.
3. Prepare and cool food in small batches.
4. Chill food rapidly using an appropriate cooling method:
  - Place food in shallow containers (no more than 4 inches deep) and uncovered on the top shelf in the back of the walk-in or reach-in cooler
  - Use a quick-chill unit like a blast chiller
  - Stir the food in a container placed in an ice water bath
  - Add ice as an ingredient
  - Separate food into smaller or thinner portions
  - Pre-chill ingredients and containers used for making bulk items like salads
5. Follow State or local health department requirements regarding required cooling parameters.
6. Chill cooked hot food from:
  - 135 °F to 70 °F within 2 hours. Take corrective action immediately if food is not chilled from 135 °F to 70 °F within 2 hours.
  - 70 °F to 41 °F or below in remaining time. The total cooling process from 135 °F to 41 °F may not exceed 6 hours. Take corrective action immediately if food is not chilled from 135 °F to 41 °F within the 6 hour cooling process.
7. Chill prepared, ready-to-eat foods such as tuna salad and cut melons from 70 °F to 41 °F or below within 4 hours. Take corrective action immediately if ready-to-eat food is not chilled from 70 °F to 41 °F within 4 hours.
8. Take the temperature of the cooling food once every hour. (see temperature log)

### **Monitoring:**

1. Use a clean, sanitized, and calibrated probe thermometer to measure the internal temperature of the food during the cooling process.
2. Monitor temperatures of products every hour throughout the cooling process by inserting a thermometer into the center of the food and at various locations in the product.



**Corrective Action:**

1. Reheat cooked hot food to 165 °F for 15 seconds and start the cooling process again using a different cooling method when the food is
  - Above 70 °F and 2 hours or less into the cooling process; and
  - Above 41 °F and 6 hours or less into the cooling process.
2. Discard cooked hot food immediately when the food is
  - Above 70 °F and more than 2 hours into the cooling process; or
  - Above 41 °F and more than 6 hours into the cooling process.
3. Use a different cooling method for prepared ready-to-eat foods when the food is above 41 °F and less than 4 hours into the cooling process.
4. Discard prepared ready-to-eat foods when the food is above 41 °F and more than 4 hours into the cooling process.

**Verification and Record Keeping:**

Foodservice employees will record temperatures and corrective actions taken on the Cooling Temperature Log. Foodservice employees will record if there are no foods cooled on any working day by indicating “No Foods Cooled” on the Cooling Temperature Log. Foodservice manager will verify that foodservice employees are cooling food properly by visually monitoring foodservice employees during the shift and reviewing, initialing, and dating the temperature log each working day. The Cooling Temperature Logs are kept on file for a minimum of one year.

**DATE IMPLEMENTED:** \_\_\_\_\_ **BY:** \_\_\_\_\_

**DATE REVIEWED:** \_\_\_\_\_ **BY:** \_\_\_\_\_

**DATE REVISED:** \_\_\_\_\_ **BY:** \_\_\_\_\_