



Promoting Inclusion for People with Intellectual Disabilities

Kare Guidelines

Owner: Nurse manager

Food Safety Guidelines

Kare Guidelines				
<i>Policy Owner: Adult/Children's Supports Manager</i>				
<i>Rev. No.</i>	<i>Approved by OMT</i>	<i>Approved by Kare</i>	<i>Launched Heads of Units</i>	<i>Operational Period</i>
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1.1 Background

Contaminated food can cause serious illness, it is particularly important that we store, handle and prepare food in the correct way to prevent contamination of food consumed by people who use our service.

These guidelines are to provide direction to Kare staff so that they are aware of the key points in storing, handling preparing and cooking food so that the risk of contamination is minimized.

Kare policies relevant to these guidelines are:

- Nutrition and Hydration Policy
- Infection prevention and Control Policy
- Safe administration and medication management policy
- Healthy eating for children using the Kare's Pre-school policy
- Waste management guidelines

1.2 Aim of these Guidelines

The aim of these guidelines is to give directions to staff regarding safe management of food.

1.3 Scope of these Guidelines

These guidelines apply to all staff involved in supporting individuals who use the service with regard to Food Safety

2.1 Storage of Food

Dry Foods

- Dry foods such as tins, cereals should be stored in a food press, - Only food items to be stored in the food press
- Storage area for dry foods to be kept dry and well ventilated
- There should be a system of stock rotation – 'first in first out' principle
- Open bags of food that are stored in containers should have tight fitting lids, the container should be labeled with the contents name, date food opened and expiry date
- Tea, coffee and sugar should be stored in appropriate food containers

Perishable Foods

- Food that can go off should be kept in a fridge or cool place below 8c. The temperature of the fridge should be kept between 0 and 5 degrees centigrade.
- Food that can go off at room temperature should not be left out of the fridge for more than two hours
- Do not keep left over food for longer than 2 days.

- Pre-packed perishable foods which has been opened (e.g. pack of sliced ham) should be labeled with the date it was opened, expiry date and stored in an airtight container
- Raw meat, fish and poultry should always be stored in a food compartment in the fridge separate to all other foods. It is preferable to store them in a compartment below any cooked or ready to eat foods to avoid the risk of cross contamination.
- Eggs should be stored in the fridge
- Fridge temperature should be kept between 0 and 5 degrees Celsius, in general a fridge dial kept at 4 degrees Celsius will meet this standard,

Freezing Foods

- Frozen food should be thawed in a fridge before use or if appropriate cooked directly from its frozen state.
- Use defrosted foods straight away
- Food that has been thawed/previously frozen should not be refrozen
- Food should be stored in suitable containers properly wrapped, labelled and dated before freezing
- Freezer temperature should be below –18 degrees Celsius

Storage Times

- Food stocks should be rotated (oldest to the front) to ensure older food is used first.
- Food which is beyond its 'use by' / 'once opened' date should be thrown away
- Food storage presses, fridge and freezer should be kept clean, organized and free of pests.
- Packaging should be intact and stored as instructed
- Food supplies should never be stored on the floor e.g. potatoes, vegetables
- Gluten free foods should be stored separately from general food stuffs to prevent cross contamination

Grocery Shopping

- Adhere to good hand hygiene practice before and after food shopping
- Ensure groceries are stored in either fridge or press as appropriate as soon as possible.

- Once all groceries are put away clean surface and wash hands with soap and water
- Frozen foods purchased should go straight to the freezer
- Choose refrigerated or frozen products towards the end of shopping trip to keep cooler for longer
- Always check best before and use by date before buying

3.1 Preparation of Food

Hygiene

- Anyone preparing food should wash their hands with soap and warm water for at least 20 seconds before , during and after food preparation. Handwashing is a critical step in reducing the spread of Infection.
- It is important to regularly clean countertops and surfaces with soap and water or simple household disinfectants and dry thoroughly to help protect against the spread of Infection.
- The sharing of food and drinks is not encouraged.
- Any wounds/cuts/sores on the hands should be covered with a water-proof blue plaster before handling food
- All surfaces, utensils and equipment should be clean before beginning food preparation and after each task
- Food waste to be disposed of as per Waste management guidelines
- Uncooked meats/fish should be prepared separate to other foods to prevent cross contamination
- Staff should always wash their hands after handling uncooked meats/fish
- Preparation area, chopping boards, utensils should be washed in hot soapy water and dried after preparing each food item
- On completion of food preparation please put all utensils including chopping boards into the dishwasher to prevent food borne illness
- Staff to support service users in good hand hygiene

Preparing Food

- Always wash hands before and after preparing and handling food
- Check “sell by” and “use by” dates. Do not eat out-of-date food.
- Raw meat, poultry and fish should be prepared separately from other foods using a separate chopping board and knife.
- Colour coded chopping boards should be used correctly
- Fruit and vegetables should be washed in clean water to remove any soil, insects and chemical residues.
- Root vegetables such as carrots and parsnips should always be peeled and topped and tailed.

- Unpasteurized milk or milk-based products such as cheese or yogurt made from unpasteurized milk should not be used.
- Staff should ensure that there is no cross contamination when preparing gluten free meals
- Separate cooking utensils and cookware to be used when supporting individuals with coeliac disease

Note: separate chopping boards should be used for preparing raw meat/poultry/fish/seafood, and cooked foods, to prevent cross contamination



Allergies

- Individual Support Plans should be developed and followed when preparing food for an individual/s with specific allergies e.g. gluten or nut intolerant
- Individual risk assessment must be completed for individuals who have a specific allergy e.g., gluten, Nut allergy, this should also be reflected in the Location risk register

4.1 Cooking Food

- Cooking food properly will help make sure that any harmful germs are killed. Eating food that is not properly cooked can cause food poisoning.

Cooking Meat

- Pork, poultry, burgers, sausages, chicken nuggets rolled joints and kebabs can have germs all the way through them and therefore must be cooked until piping hot in the middle to ensure all bacteria are killed.
- Check burgers, sausages, portions of chicken or pork are cooked by cutting into the middle to see there is no pink meat left and that the middle is piping hot.
- Check a whole chicken/turkey is cooked by piercing the thickest part of the leg (between drumstick and thigh) with a clean knife or skewer until the juices run out. The juices should be clear and not have any pink or red in them.

Reheating Food

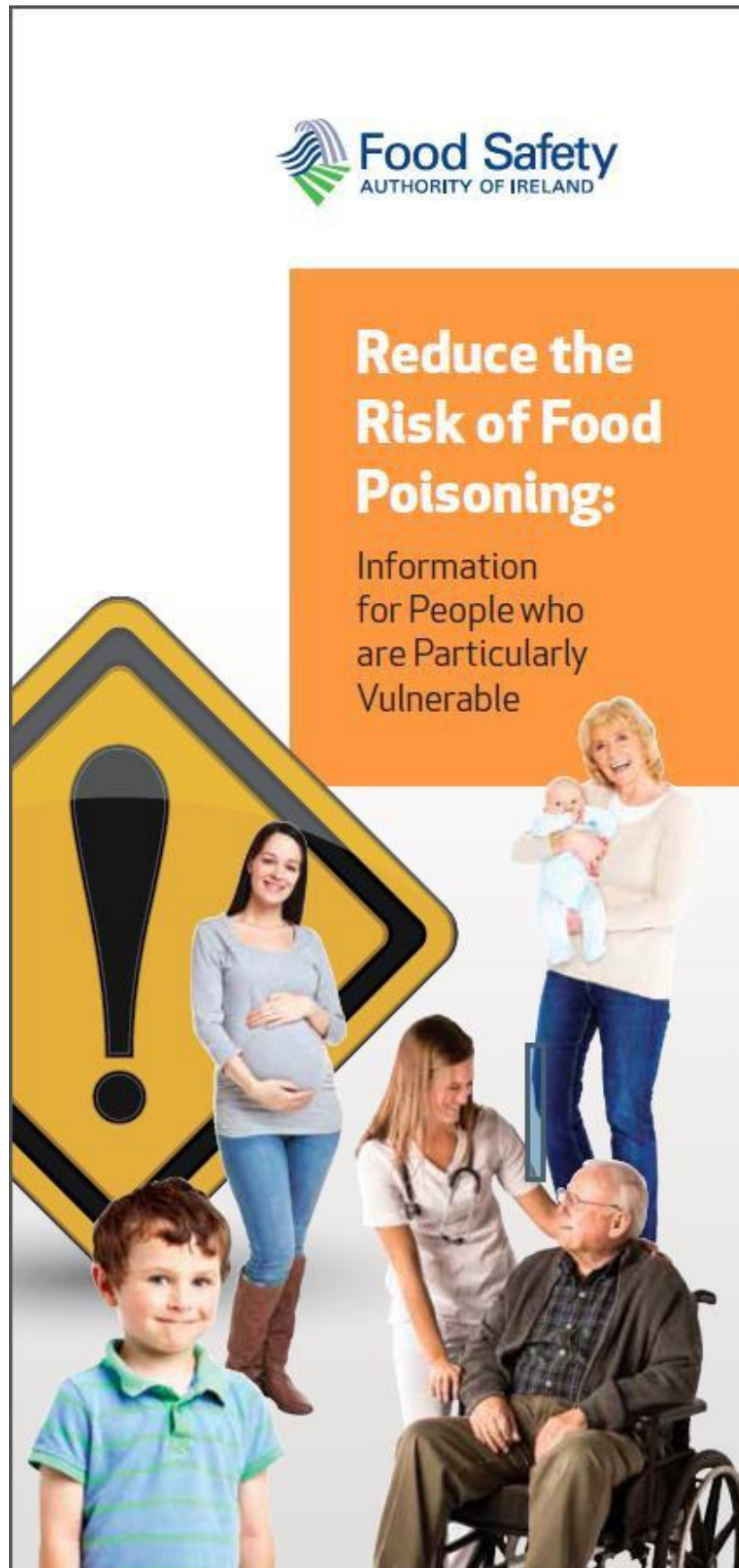
- Reheated food is a common source of food poisoning therefore it is very important to reheat food properly, whether it's a ready meal or leftovers. Always make sure the food is piping hot all the way through, and then cooled down before serving.
- To cool food quickly, put it in an airtight container and hold it under a cold running tap. Stir it from time to time so it cools consistently all the way through.
- For Individuals who have eating and drinking support plans – details of how food is kept hot during mealtimes should be detailed in their Individual support plan
- Do not keep food hot for long periods.
- Left over foods should be cooled, covered, labeled and refrigerated as soon as possible but ideally within one or two hours.
- Food which is being reheated in order to serve it warm should be heated until piping hot (70 c) for 2 minutes and then cooled down before serving.
- Reheated food must be checked with a food thermometer to ensure the correct temperature has been reached
- Temperature probes must be cleaned after each use with an appropriate disinfectant wipe and must be calibrated as per manufacturer's instructions
- Only reheat food once
- Never reheat rice.

4.2 Consuming Food

- Encourage individuals to wash their hands before eating
- Anyone supporting another to eat should wash their hands with soap and water before helping the individual
- Mealtimes should be a protected time and meals served in a quiet, relaxed environment
- When eating out you should expect high standards of food safety and hygiene, if you are unhappy about the quality of food you have purchased or concerned about the cleanliness of the food premises you can make a complaint to the manager on duty in the restaurant/shop

For further information refer to the Food Safety Authority of Ireland leaflet 'Reduce the Risk of Food Poisoning in Appendix 1

Appendix 1



About this leaflet

All of us can get sick if we eat unsafe food, but some of us are more at risk than others. This leaflet tells you about safe food choices that can reduce your risk of getting food poisoning. The information here is especially important if you, or someone you are caring for, is at special risk of infection.

The level of risk for every person is different and changes over time. You should ask your doctor if you have any questions about your own health or the health of someone you are caring for.

We hope this leaflet will help you strike a balance between eating what you enjoy while avoiding the risk of infection.

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About safe food choices

Some foods can carry bacteria, viruses or poisons (toxins) that can cause illness. The illness often includes food poisoning where you have diarrhoea and or vomiting. Sometimes though, it can cause other kinds of serious illness. To help keep healthy:

- Wash your hands before you eat
- Wash your hands before you prepare food
- Choose safe food choices (see page 5)
- Cook food properly

If you are ill and frail, you might not feel like eating but eating foods you like is important to keep well nourished and in good spirits.



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Who is vulnerable to food poisoning?

Research tells us that people vulnerable to food poisoning are generally people whose natural defence barriers have been affected by age, disease and or medication. Natural defence barriers include stomach acid, a healthy mix of bacteria in the gut, and a fully functioning immune system.

Often the people who are most vulnerable are those who:

- Have cancer and or who are undergoing cancer chemotherapy or radiation therapy or are in recovery from same
- Have had transplants
- Are on drugs such as high doses of steroids to modify their immune system. These are often used to treat conditions such as rheumatoid arthritis, multiple sclerosis, systemic lupus erythematosus and inflammatory bowel diseases such as Crohn's disease and ulcerative colitis



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- Have human immunodeficiency virus type-1 (HIV-1) infections which attack the immune system
- Have acquired immune-deficiency syndrome (AIDS)
- Have diabetes (especially if it is not well controlled)
- Have kidney failure
- Have haemochromatosis
- Have thalassemia
- Have liver conditions like cirrhosis
- Are on medication to control stomach acid
- Are ill
- Are pregnant
- Are very young
- Are elderly



Ask your doctor
for advice if you
are in doubt.



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What are the risks?

Even if you are vulnerable to food poisoning, most micro-organisms are usually harmless to most people. However, some micro-organisms in food and or water can cause serious infection in people whose natural defence barriers are weak. Some can cause very serious illness in vulnerable or frail people.

For vulnerable people, the risk of infection or food poisoning is much greater with particular types of foods. If you know which foods present the greatest risk, then you can make the choice that is right for you. Ask yourself, if the food you eat:

- Is something that you enjoy so much that you want to take the risk?
- Can be replaced by a safer alternative that is also nourishing and enjoyable?



What are low and high-risk foods?

The following general tips can alter your risk of food poisoning. Firstly, it is important to identify some of the general features of low and higher risk foods.

Low-risk foods:

- **Food that has been thoroughly cooked and that is served direct from the oven or pot is almost always safe even for very vulnerable people** ('thoroughly cooked' means that the food is heated to at least 75°C at its centre. We recommend that you use a food thermometer to check this temperature)
- **Canned foods**
- **Fresh cooked fish**
- **Pasteurised milk, mains water** from the public supply and **packaged pasteurised fruit juices** from reputable manufacturers

Higher risk foods:

- **Foods that have been handled a lot after they were cooked** such as loose or packaged sliced meats, sandwiches and salads
- **Foods eaten after their use-by date**

The following pages contain a guide to higher risk foods and safer options.

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Seafood



Higher risk foods

Raw or cooked oysters and mussels

Dishes containing oysters and mussels

Raw or partially cooked shrimps,
prawns and crab

Smoked salmon or gravadlax

Raw or undercooked fish, e.g. sushi



Safer options

Thoroughly cooked fish, crab,
shrimps and prawns

Dishes containing fish, crab, shrimp or prawns
that have been thoroughly cooked

Canned fish and seafood



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Milk and Dairy Products



Higher risk foods

Unpasteurised cream, crème fraîche, yoghurts and unpasteurised milk

All soft or semi soft cheese such as feta, brie, camembert and gorgonzola

Uncooked desserts made from unpasteurised milk and or cream

Ice-cream made from unpasteurised milk or cream

Safer options

Sterilised or pasteurised milk, cream, crème fraîche and yoghurts

Hard cheese made from pasteurised milk, cream cheese and processed cheese (cheeses with colourings, salt and so on added)

Desserts made with pasteurised or sterilised milk or cream

Ice-cream made from pasteurised or sterilised milk. This includes most branded ice-creams and whipped ice-cream



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Fruit, Vegetables and Grains



Higher risk foods

Fresh or frozen skinless soft fruits
such as raspberries and strawberries

Pre-prepared fresh fruit such as packets
of sliced or diced fruits

Pre-prepared salads, e.g. coleslaw
including packets of washed salad leaves

Unwashed fresh salad leaves

Pre-cooked and cooled vegetables and rice
served cold or reheated unless prepared under
strict cook chill controls. (Cook chill controls
involves the full cooking of food, followed
by rapid chilling and storage at controlled
temperatures for a number of days.)

Raw sprouts and sprouted seeds (such raw
onions, radishes, lentils, peas, chickpeas) or
salads containing these seeds

Unpasteurised fruit and vegetable juices
(usually sold at farmer markets, juice bars
and local orchards)



Safer options

Hard fruits that are washed, undamaged and whole such as apples and pears

Washed grapes

Fruits with skin you can't eat such as oranges, satsumas, kiwis and bananas

Fresh whole salad leaves that are washed before eating

Thoroughly cooked dishes containing fruit or vegetables

Thoroughly cooked desserts containing fruit

Pasteurised fruit and vegetable juices or freshly squeezed orange juice

Canned and jarred fruit and vegetables

Preserved and pickled fruit and vegetables



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Meat and Meat Products



Higher risk foods

Undercooked or lightly cooked meat

Refrigerated deli meats (loose or packaged)

Refrigerated pâtés

Safer options

Thoroughly cooked meat joints, steaks and minced meat dishes

Dishes containing deli meats that have been thoroughly cooked

Canned meat

Pâté in a jar or can



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Egg and Egg products



Higher risk foods

Raw or partly cooked eggs like soft boiled egg

Dishes containing part cooked eggs such as carbonara

Cold desserts made with raw fresh egg.
An example is tiramisu and mousse.

Homemade mayonnaise

Egg fried rice

Safer options

Hard boiled and hard fried eggs

Thoroughly cooked scrambled egg

Dishes and desserts made with egg that are thoroughly cooked

Dishes made with pasteurised liquid egg

Cold desserts made with pasteurised liquid egg

Commercial mayonnaise made with pasteurised egg



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Sandwiches

Higher risk foods

Sandwiches containing any of the foods listed in this 'higher risk' sections (Red)

Safer options

Sandwiches containing safer options foods listed in the safer option section (Green)

Packaged cold and hot soups

Drinks

Higher risk foods

Unchlorinated drinking water from private wells and group scheme sources

Unpasteurised milk

Unpasteurised fruit and vegetable juices

Water from a hot tap

Safer options

Boiled water

Hot drinks

Pasteurised milk and juices

Chlorinated mains drinking water from a public supply or group scheme

The FSAI would like to acknowledge the considerable contribution of the following people to the development of this leaflet:

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