



## TPHC Plan Template

**Location:** \_\_\_\_\_

**Purpose:** To limit the growth of organisms of public health concern and prevent foodborne illness.

**Scope:** This procedure applies to food service employees that handle, prepare, cook and serve food. Train all food service employees on the use of this procedure.

### Instructions:

1. Food Product(s): \_\_\_\_\_ is/are removed from temperature control.
2. Cold Food Product(s): \_\_\_\_\_ must be  $\leq 41^{\circ}$  F.
3. Hot Food Product(s): \_\_\_\_\_ must be  $\geq 135^{\circ}$  F.
4. Location food is placed: \_\_\_\_\_
5. Times food is placed out of temperature control: \_\_\_\_\_
6. Describe how food will be marked and monitored (marked with sticker, records on temp log, etc.): \_\_\_\_\_
  
7. Employees regularly monitor products during service and refill as necessary. If new product is put out, a new time and temperature must be recorded.
8. TCS food products are held for 4 hours and then discarded. No TCS foods may be reused when time only as a control is used.

### Corrective Actions:

1. Employees not following this procedure correctly will be retrained.
2. Discard any unmarked/unidentified foods that have exceeded the 4 hour limit.

### Verification and Record Keeping:

Food service manager or other person in charge will verify employees are following this procedure by visually monitoring foodservice employees during shifts. Time and temperature logs will be kept on file for \_\_\_\_\_ (90 day minimum). TPHC plan will be reviewed by \_\_\_\_\_ (manager) every \_\_\_\_\_ (reviewed no less than once a year). TPHC plan will be verified by UHS Environmental Health Specialist during routine inspections.



**Verification and Record Keeping (continued):**

<b>Retail/Restaurant Manager Name:</b>	<b>Date Reviewed:</b>	<b>UHS Specialist Name:</b>	<b>Date Verified:</b>