**Inspection Policy**

MCHD adheres to the following inspection schedule.

1. Risk level I: at least one standard inspection during each licensing period

2. Risk level II: at least one standard inspection during each licensing period

3. Risk level III: at least two standard inspections during each licensing period

4. Risk level IV: at least two standard inspections during each licensing period

**and**;

Risk level IV FSO’s receive two CCP (Critical Control Point) inspections during each licensing period.

Risk level IV RFE’s receive two Process Review inspections during each licensing period.

CCP and Process Review Inspections are usually done concurrently with the standard inspection.

5. Mobiles are required to be inspected at least once during each license period. The usual process for mobile inspection is one inspection at time of licensing/ or renewing yearly license, and at least once more if seen operating at functions within the county. Out of county mobiles are inspected if operating at functions within the county. A copy of the out of county mobile inspection will be faxed to the licensor of that mobile.

6. Temporary food service operations are inspected at time of licensure.

7. Vending machines are inspected once per licensing period

8. New FSO/RFE will be inspected at time of licensure and again within thirty days of opening.

If there are violations which cannot be corrected at the time of inspection, a follow up inspection will be scheduled. Follow-up inspections for non-critical violations can be scheduled within six months. Follow-up inspections on critical violations will be within ten days. These follow-ups are scheduled at the sanitarian’s discretion.

If a violation is found that poses a “clear and present danger to the public health” or an “immediate danger to the public health,” the Meigs County Board of Health has granted the Board employed sanitarians “authority to initiate RFE/FSO license suspension/revocation proceedings by written order, to embargo foods, and institute ‘cease use’ orders”

**Interagency and Public Notification of Enforcement Activities**

1. All food inspection reports are kept on file for a minimum of five years.
2. All food inspection reports are available to the public upon request.
3. The most recent standard inspection report for each MCHD licensed facility is available on our website.
4. A copy of every inspection report, for out of county mobiles, is faxed to the licensor of that mobile.