

**RULES GOVERNING
THE SANITATION OF
ADULT DAY SERVICE
FACILITIES
15A NCAC 18A .3300**

**NORTH CAROLINA
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF PUBLIC HEALTH
ENVIRONMENTAL HEALTH SECTION**

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**All Environmental Health Rules can be accessed at the following website
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**North Carolina General Statutes can be accessed at the following website
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TABLE OF CONTENTS

PAGE

NORTH CAROLINA GENERAL STATUTES 130A-235

<u>RULE</u>	<u>TITLE</u>	
.3301	DEFINITIONS.....	1
.3302	APPROVAL OF CONSTRUCTION AND RENOVATION PLANS.....	2
.3303	INSPECTIONS AND REPORTS	2
.3304	FOOD SUPPLIES.....	3
.3305	FOOD PROTECTION	3
.3306	FOOD STORAGE	3
.3307	FOOD PREPARATION	4
.3308	FOOD SERVICE	5
.3309	FOOD SERVICE EQUIPMENT AND UTENSILS	5
.3310	SPECIFICATIONS FOR KITCHENS.....	6
.3311	CLEANING AND SANITIZING OF EQUIPMENT AND UTENSILS	7
.3312	MANUAL CLEANING AND SANITIZING.....	7
.3313	MECHANICAL CLEANING AND SANITIZING.....	8
.3314	FOOD SERVICE EQUIPMENT AND UTENSIL STORAGE.....	9
.3315	WATER SUPPLY	9
.3316	DRINKING WATER FACILITIES	9
.3317	TOILETS	10
.3318	LAVATORIES AND BATHING FACILITIES	10
.3319	CLOTHING AND CLOTHING CHANGING	10
.3318	STORAGE	11
.3319	BEDS AND LINENS.....	11
.3320	FURNITURE, EQUIPMENT AND ACTIVITY SUPPLIES	11
.3321	PERSONNEL	12
.3322	FLOORS	12
.3323	WALLS AND CEILINGS	12
.3324	LIGHTING AND THERMAL ENVIRONMENT.....	12
.3325	COMMUNICABLE DISEASES AND CONDITIONS	13
.3328	HANDWASHING	13
.3329	WASTEWATER.....	13
.3330	SOLID WASTES.....	13
.3331	ANIMAL AND VERMIN CONTROL: PREMISES	14
.3332	OUTDOOR AREAS	14
.3333	SWIMMING AND WADING POOLS	14
.3334	COMPLIANCE.....	14
.3335	APPEALS PROCEDURE.....	17

§ 130A-235. Regulation of sanitation in institutions; setback requirements applicable to certain water supply wells.

(a) For protection of the public health, the Commission shall adopt rules to establish sanitation requirements for all institutions and facilities at which individuals are provided room or board and for which a license to operate is required to be obtained or a certificate for payment is obtained from the Department. The rules shall also apply to facilities that provide room and board to individuals but are exempt from licensure under G.S. 131D-10.4(1). No other State agency may adopt rules to establish sanitation requirements for these institutions and facilities. The Department shall issue a license to operate or a certificate for payment to such an institution or facility only upon compliance with all applicable sanitation rules of the Commission, and the Department may suspend or revoke a license or a certificate for payment for violation of these rules. In adopting rules pursuant to this section, the Commission shall define categories of standards to which such institutions and facilities shall be subject and shall establish criteria for the placement of any such institution or facility into one of the categories. This section shall not apply to State institutions and facilities subject to inspection under G.S. 130A-5(10). This section shall not apply to a single-family dwelling that is used for a family foster home or a therapeutic foster home, as those terms are defined in G.S. 131D-10.2.

(a1) Notwithstanding any law, rule, or policy to the contrary, the frequency of food service inspections in nursing homes or nursing home beds licensed under Part 1 of Article 5 of Chapter 131E of the General Statutes or Part 1 of Article 6 of Chapter 131E of the General Statutes that are also certified by the Centers for Medicare and Medicaid Services shall be reduced to a minimum of two inspections per year until October 1, 2012, and thereafter reduced to a minimum of one inspection per year, if the facility achieves a grade "A" sanitation score. If the facility receives a grade "B" or lower on its annual food service inspection, the county may conduct inspections until the food service operation achieves a grade "A" sanitation score. Nothing in this section prohibits the county from conducting an evaluation or inspection in response to a complaint or in the interest of public safety.

(b) Rules that establish a minimum distance from a building foundation for a water supply well shall provide that an institution or facility located in a single-family dwelling served by a water supply well that is located closer to a building foundation than the minimum distance specified in the rules may be licensed or approved if the results of water testing meet or exceed standards established by the Commission and there are no other potential health hazards associated with the well. At the time of application for licensure or approval, water shall be sampled and tested for pesticides, nitrates, and bacteria. Thereafter, water shall be sampled and tested at intervals determined by the Commission but not less than annually. A registered sanitarian or other health official who is qualified by training and experience shall collect the water samples as required by this subsection and may examine the well location to determine if there are other potential health hazards associated with the well. A well shall comply with all other applicable sanitation requirements established by the Commission.

(c) The Department may suspend or revoke a license or approval for a violation of this section or rules adopted by the Commission. (1945, c. 829, s. 1; 1957, c. 1357, s. 1; 1973, c. 476, s. 128; 1983, c. 891, s. 2; 1987, c. 543, s. 1; 1989, c. 727, s. 143; 1997-443, s. 11A.79; 1998-136, s. 1; 2001-109, s. 1; 2001-487, s. 84(a); 2011-226, s. 1.)

SECTION .3300 – ADULT DAY SERVICE FACILITIES**15A NCAC 18A .3301 DEFINITIONS**

The following definitions shall apply throughout this Section:

- (1) "Adequate" means determined by the Department to be of sufficient size, volume, or technical specifications, to effectively accommodate and support the planned, current, or projected workloads for a specified operational area.
- (2) "Adult Day Service Facility" means an establishment which provides an organized program of services including a meal, for adults during the day in a community group setting and for which a license or certificate for payment is required from the Department of Health and Human Services. It includes adult day care services, adult day health services, psychosocial rehabilitation programs and other day programs which do not provide overnight accommodations.
- (3) "Approved" means procedures and domestic or commercial equipment determined by the Department to be in compliance with this Section. Commercial Kitchen equipment shall be approved in accordance with "ANSI/NSF Standard 2 Food Equipment", "NSF Standard 3 Commercial Spray-Type Dishwashing Machines", or "ANSI/NSF Standard 7 Commercial Refrigerators and Storage Freezers" which are incorporated by reference including any subsequent amendments or additions. This material is available for inspection at the Department of Environment and Natural Resources, Division of Environmental Health, 2728 Capital Boulevard, Raleigh, NC. Copies may be obtained from NSF International, 3475 Plymouth Road, PO Box 130140, Ann Arbor, Michigan 48113-0140 or on the World Wide Web at www.nsf.org at a cost of sixty dollars (\$60.00) for ANSI/NSF Standard 2 and ninety-five dollars (\$95.00) for NSF Standard 3 or ANSI/NSF Standard 7.
- (4) "Communicable Condition" means the state of being infected with a communicable agent but without symptoms.
- (5) "Communicable Disease" means any disease that can be transmitted from one person to another directly, by contact with excrement, other body fluids, or discharges from the body; or indirectly, via substances or inanimate objects, such as contaminated food, drinking glasses, toys or water; or via vectors, such as flies, mosquitoes, ticks, or other insects.
- (6) "Department" or "DENR" means the North Carolina Department of Environment and Natural Resources. The term also means the authorized representative of the Department.
- (7) "Eating and Cooking Utensils" means and includes any kitchenware, tableware, glassware, cutlery, utensils, containers, or other equipment with which food or drink comes in contact during storage, preparation, or serving.
- (8) "Environmental Health Specialist" means a person authorized to represent the Department.
- (9) "Food" means any raw, cooked, or processed edible substance, ice, beverage, or ingredient used or intended for use or for sale in whole or in part for human consumption.
- (10) "Frying" means to cook over direct heat in hot oil or fat.
- (11) "Hermetically Sealed" means a container designed and intended to be secure against the entry of microorganisms and to maintain the commercial sterility of its contents after processing.
- (12) "Hygroscopic Food" means food which readily takes up and retains moisture, such as bean sprouts.
- (13) "Impervious" means that which will not allow entrance or passage, such as an airtight plastic container that will not allow the entrance of moisture or vermin.
- (14) "Multi-Service Articles" means tableware, including flatware and holloware which are designed, fabricated, and intended by the manufacturer to be washed, rinsed, sanitized, and re-used.
- (15) "Multi-Use Articles" means bulk food containers and utensils designed, fabricated, and intended by the manufacturer to be washed, rinsed, sanitized, and re-used. The term includes items such as food storage containers, beverage pitchers, serving spoons and bowls, tongs, and spatulas. The term does not include multi-service articles as defined in this Section.
- (16) "Potable Water" means water from an approved source which is suitable for drinking.
- (17) "Potentially Hazardous Food" means any food or ingredient, natural or synthetic, in a form capable of supporting the growth of infectious or toxigenic microorganisms, including *Clostridium botulinum*. This term includes raw or heat treated food of animal origin, raw seed sprouts, and treated foods of plant origin. The term does not include foods which have a pH level of 4.6 or below or a water activity value of 0.85 or less.

- (18) "Putrescible Materials" means materials likely to rot or putrefy, such as fruit, vegetables, meats, dairy products, or similar items.
- (19) "Sanitary Sewage System" means a complete system of sewage collection, treatment, and disposal and includes septic tank systems, connection to a public or community sewage system, sewage reuse or recycle systems, mechanical or biological treatment systems, or other such systems.
- (20) "Sanitize" means the approved bactericidal treatment by a process which meets the temperature and chemical concentration levels in 15A NCAC 18A .3312.
- (21) "Sewage" means the liquid and solid human body waste and liquid waste generated by water-using fixtures and appliances, including those associated with foodhandling. The term does not include industrial process wastewater or sewage that is combined with industrial process wastewater.
- (22) "Single-Service Articles" means tableware, including flatware and hollowware, carry-out utensils and other items such as bags, containers, stirrers, straws, toothpicks, and wrappers which are designed, fabricated and intended by the manufacturer for one-time use.
- (23) "Single-Use Articles" means bulk food containers and utensils intended by manufacturer to be used once and discarded. The term includes items such as formed buckets, bread wrappers, pickle barrels, and No. 10 cans. The term does not include single-service articles as defined in this Section.

History Note: Authority G. S. 130A-285;
Eff. August 1, 2002.

15A NCAC 18A .3302 APPROVAL OF CONSTRUCTION AND RENOVATION PLANS

- (a) Plans drawn to scale and specifications for new adult day service facilities shall be submitted to the local health department for review and approval prior to initiating construction. Plans drawn to scale and specifications for changes to building dimensions, kitchen specifications, or other modifications to existing adult day service facilities shall also be submitted to the local health department for review and approval prior to construction. The initial inspection for new construction or the first inspection following modifications to existing adult day service facilities shall not be made by the local health department unless these plans have been approved. For new or proposed adult day service facilities, a site visit to evaluate and assist in meeting the requirements of this Section may be requested by the adult day service operator prior to submission of plans and shall be conducted by the local health department within 30 days of the request.
- (b) Review of the plans by the local health department or the Environmental Health Services Section shall be based on the requirements of this Section.
- (c) Construction and modifications shall comply with the approved plans.

History Note: Authority G.S. 130A-285;
Eff. August 1, 2002.

15A NCAC 18A .3303 INSPECTIONS AND REPORTS

- (a) Unannounced inspections of adult day service facilities shall be made by an Environmental Health Specialist at least once each year. An original and one copy of the Inspection of Adult Day Service Facility form shall be completed by the Environmental Health Specialist. The adult day service facility operator and the Environmental Health Specialist shall each retain a copy.
- (b) If the Environmental Health Specialist determines that conditions found at the adult day service facility at the time of any inspection are dangerous to the health of the participants, the Environmental Health Specialist shall notify the licensing or certifying agency within 24 hours by verbal contact. A copy of the inspection report documenting the dangerous conditions shall be sent to the licensing or certifying agency within two working days following the inspection. Notification of dangerous conditions found at an adult day care or adult day health service facility shall be made to the NC Department of Health and Human Services, Division of Aging. Notifications involving dangerous conditions found at a psychosocial rehabilitation center facility shall be made to the NC Department of Health and Human Services, Division of Facility Services.
- (c) An Environmental Health Specialist may conduct an inspection of any adult day care facility as frequently as necessary in order to ensure compliance with applicable sanitation standards.

History Note: Authority G.S. 130A-285;
Eff. August 1, 2002.

15A NCAC 18A .3304 FOOD SUPPLIES

- (a) Food shall be in good condition, free from spoilage, filth, or other contamination and shall be safe for human consumption. Potentially hazardous foods shall only be obtained from sources that are permitted or inspected by a health department or the North Carolina Department of Agriculture. The use of food packaged in hermetically sealed containers that was not prepared in a commercial food processing establishment is prohibited.
- (b) Milk products that are used shall be Grade "A" pasteurized fluid milk and fluid milk products or evaporated milk. The term "milk products" means those products as defined in 15A NCAC 18A .1200. Copies of 15A NCAC 18A .1200 may be obtained from the Division of Environmental Health, 1630 Mail Service Center, Raleigh, NC 27699-1630. Unless prescribed by a physician, dry milk and dry milk products may be used only for cooking purposes, including cooked pudding desserts and flavored hot beverages.
- (c) Fresh and frozen shucked shellfish (oysters, clams, or mussels) shall be packed in nonreturnable packages identified with the name and address of the original shell stock processor, shucker - packer, or repacker, and the interstate certification number issued according to law. Shell stock and shucked shellfish shall be kept in the container in which they were received until they are used. Each container of unshucked shell stock (oysters, clams, or mussels) shall be identified by an attached tag that states the name and address of the original shell stock processor, the kind and quantity of shell stock, and an interstate certification number issued by the State or foreign shellfish control agency. After each container of shellstock has been emptied, the management shall remove the stub of the tag and retain it for a period of at least 90 days.
- (d) Raw eggs or products containing raw eggs shall not be consumed, including raw cookie dough, cake batter, brownie mix, milkshakes, ice cream and other food products. A pasteurized egg product may be used as a substitute for raw eggs.
- (e) Beverages and food sent from home shall be fully prepared, dated, and identified for the appropriate participant at the participant's home. All formula and other bottled beverages shall be returned to the participant's home or discarded at the end of each day. Drinking utensils provided by the adult day service facility shall be sanitized in accordance with this Section. Formula and other beverages which require refrigeration, and pureed food after opening shall be refrigerated at 45°F (7°C) or below. Commercially prepared pureed foods shall be served from a single-serving dish rather than the food container. Upon opening, containers of pureed food shall be covered, dated with the date of opening, and refrigerated.
- (f) Adult day service facilities receiving prepared, ready-to-eat meals from outside sources shall use only catered meals obtained from a food handling establishment permitted or inspected by a health department. During transportation, food shall meet the requirements of these Rules relating to food protection and storage.
- (g) All bag lunches containing potentially hazardous foods shall be refrigerated in accordance with this Section.

History Note: Authority G.S. 130A-235;
Eff. August 1, 2002.

15A NCAC 18A .3305 FOOD PROTECTION

- (a) Food shall be protected at all times from potential contamination, including dust, insects, rodents, unclean equipment and utensils, unnecessary handling, coughs and sneezes, flooding, drainage, and overhead leakage or overhead drippage from condensation. The temperature of potentially hazardous food shall be 45°F (7°C) or below, or 140°F (60°C) or above at all times, including field trips, and as otherwise provided in these Rules.
- (b) In the event of a fire, flood, power outage, or similar event that might result in the contamination of food, or that might prevent potentially hazardous food from being held at required temperatures, the person in charge shall immediately contact the local health department.

History Note: Authority G.S. 130A-285;
Eff. August 1, 2002.

15A NCAC 18A .3306 FOOD STORAGE

- (a) Opened food products shall be stored in approved, clean, tightly covered, storage containers. Containers shall be impervious and nonabsorbent.
- (b) Foods not stored in the product container or package in which it was obtained, shall be stored in a tightly covered, approved food storage container identifying the food by common name.
- (c) Food shall be stored above the floor in a manner that protects the food from splash and other contamination and that permits easy cleaning of the storage area.

(d) Food and containers of food shall not be stored under exposed or unprotected sewer lines or water lines, except for automatic fire protection sprinkler heads that may be required by law. Food shall not be stored in toilet or laundry rooms, or other areas where there is a potential for contamination.

(e) All food shall be stored in a manner to protect it from dust, insects, drip, splash and other contamination.

(f) Packaged food such as milk or other fluid containers may be stored in undrained ice as long as any individual units are not submerged in water. Wrapped sandwiches shall not be stored in direct contact with ice.

(g) Refrigerated storage:

(1) Refrigeration equipment shall be provided in such number and of such capacity to assure the maintenance of potentially hazardous food at required temperatures during storage. Each refrigerator shall be provided with a numerically scaled indicating thermometer, accurate to $\pm 3^{\circ}\text{F}$ ($\pm 1.5^{\circ}\text{C}$) located to measure the air temperature in the warmest part of the refrigerator and located to be easily readable. Recording thermometers, accurate to $\pm 3^{\circ}\text{F}$ ($\pm 1.5^{\circ}\text{C}$), may be used in lieu of indicating thermometers.

(2) Potentially hazardous food requiring refrigeration after preparation shall be cooled to an internal temperature of 45°F (7°C), or below. Cooling of potentially hazardous foods shall be initiated upon completion of preparation or a period of hot storage. Methods such as shallow pans, agitation, quick chilling or water circulation external to the food containers shall be used to cool large quantities of potentially hazardous food. Potentially hazardous food to be transported cold shall be prechilled and held at a temperature of 45°F (7°C) or below.

(3) Ice used for cooling stored food and food containers shall not be used for human consumption.

(h) Hot storage:

(1) Hot food storage equipment shall be provided in such number and of such capacity to assure the maintenance of food at the required temperature during storage. Each hot food unit shall be provided with a numerically scaled indicating thermometer, accurate to $\pm 3^{\circ}\text{F}$ ($\pm 1.5^{\circ}\text{C}$), located to measure the air temperature in the coolest part of the unit and located to be easily readable. Recording thermometers, accurate to $\pm 3^{\circ}\text{F}$ ($\pm 1.5^{\circ}\text{C}$), may be used in lieu of indicating thermometers. Where it is impractical to install thermometers on equipment such as steam tables, steam kettles, heat lamps, cal-rod units, or insulated food transport carriers, a metal stem-type numerically scaled indicating product thermometer shall be available and used to check internal food temperature;

(2) The internal temperature of potentially hazardous foods requiring hot storage shall be 140°F (60°C) or above except during necessary periods of preparation and service. Potentially hazardous food to be transported hot shall be held at a temperature of 140°F (60°C) or above.

History Note: Authority G.S.130A-285;
Eff. August 1, 2002.

15A NCAC 18A .3307 FOOD PREPARATION

(a) Food shall be prepared with the least possible manual contact, with utensils, and on surfaces that have been cleaned, rinsed, and sanitized prior to use in order to prevent cross-contamination.

(b) Whenever there is a change in processing from raw to ready-to-eat foods, the new operation shall begin with food-contact surfaces and utensils which are clean and sanitized.

(c) Raw fruits and raw vegetables shall be thoroughly washed with potable water before being cooked or served.

(d) Potentially hazardous foods requiring cooking shall be cooked to heat all parts of the food to a temperature of at least 140°F (60°C), except that:

(1) Poultry, poultry stuffings, stuffed meats and stuffings containing meat shall be cooked to heat all parts of the food to at least 165°F (74°C) with no interruption of the cooking process;

(2) Pork and any food containing pork shall be cooked to heat all parts of the food to at least 155°F (68°C) for 15 seconds with no interruption in the cooking process;

(3) Ground beef and foods containing ground beef shall be cooked to an internal temperature of at least 155°F (68°C) with no interruption in the cooking process;

(4) Rare roast beef shall be cooked to an internal temperature of at least 130°F (54°C) with no interruption in the cooking process.

(e) Raw animal products cooked in a microwave oven shall be rotated during cooking to compensate for uneven heat distribution.

(f) Potentially hazardous foods that have been cooked and then refrigerated, if served above 45°F (7°C), shall be reheated rapidly to an internal temperature of 165°F (74°C) or higher before being served or before being placed in a hot food storage unit except that, food in intact manufacturer's heat-and-serve packages may initially be reheated to 140°F (60°C). Steam tables, warmers, and similar hot food holding units are prohibited for the rapid reheating of potentially hazardous foods unless the equipment was specifically designed to rapidly reheat foods to 165°F.

(g) A food temperature measuring device, accurate to $\pm 2^{\circ}\text{F}$ ($\pm 1^{\circ}\text{C}$), shall be provided and used to assure the attainment and maintenance of proper internal cooking, holding, or refrigeration temperatures of all potentially hazardous foods.

(h) Potentially hazardous foods shall be thawed:

- (1) In refrigerated units at a temperature not to exceed 45°F (7°C);
- (2) Under potable running water of a temperature of 70°F (21°C) or below, with sufficient water velocity to agitate and float off loose food particles into the overflow;
- (3) In a microwave oven only when the food will be immediately transferred to conventional cooking equipment as part of a continuous cooking process or when the entire, uninterrupted cooking process takes place in the microwave oven; or
- (4) As part of the conventional cooking process.

History Note: Authority G.S. 130A-235;
Eff. August 1, 2002.

15A NCAC 18A .3308 FOOD SERVICE

(a) Milk and milk products for drinking purposes shall be served from a commercially filled container of not more than one gallon capacity or drawn from a commercially filled container stored in a mechanically refrigerated bulk milk dispenser directly into the drinking utensil.

(b) Ice shall be made, handled, transported, stored and dispensed in such a manner as to be protected against contamination. Ice shall be dispensed with scoops, tongs, or other ice-dispensing utensils or through automatic ice-dispensing equipment. Ice-dispensing utensils shall be stored on a clean surface or in the ice with the dispensing utensil's handle extended out of the ice. Between uses, ice transfer receptacles shall be stored to protect them from dust, drip, splash and other contamination. Ice storage bins shall be drained through an air gap.

(c) Employees preparing or serving food shall wash their hands in accordance with 15A NCAC 18A .3328 and shall either use antibacterial soap, dips, or hand sanitizers immediately prior to food preparation or service or use clean, disposable gloves during food preparation or service. This requirement is in addition to all handwashing requirements in Rule .3328 of this Section.

(d) Once served, portions of leftover food shall not be served again unless the package is intact and the food is not potentially hazardous.

(e) Between uses during service, dispensing utensils shall be stored in the food with the dispensing utensil handle extended out of the food or stored clean and dry.

(f) Nothing in the Rules of this Section shall be construed as prohibiting family style food service at adult day service facilities so long as supervision of the participants is maintained throughout each meal except that family style food service may be prohibited during the outbreak and investigation of communicable diseases.

History Note: Authority G.S. 130A-285;
Eff. August 1, 2002.

15A NCAC 18A .3309 FOOD SERVICE EQUIPMENT AND UTENSILS

(a) Material and Construction:

- (1) Materials used in the construction of utensils and equipment shall, under normal use conditions, be durable; corrosion-resistant; nonabsorbent; non-toxic; of sufficient weight and thickness to permit cleaning and sanitizing by normal warewashing methods; finished to have a smooth, easily cleanable surface; and resistant to pitting, chipping, cracking, scratching, scoring, distortion, and decomposition;
- (2) Solder shall be comprised of approved, non-toxic; corrosion-resistant materials.
- (3) Wood and wicker shall not be used as food-contact surfaces, except hard maple or an equivalent nonabsorbent wood may be used for cutting boards, cutting blocks or bakers' tables.
- (4) Galvanized metal shall not be used for utensils which have general utility or for utensils or food-contact equipment which contacts beverages or moist or hygroscopic food.

- (5) Linens shall not be used as food-contact surfaces, except that clean linen may be used in contact with bread and rolls.
 - (6) Single-use and single-service articles shall be fabricated from approved, clean materials.
 - (7) Single-use articles such as formed buckets, bread wrappers, aluminum pie plates and No. 10 cans shall be used only once except that containers made of plastic, glass or other food grade material having smooth sides and of a construction so as to be easily cleaned may be reused.
 - (8) Equipment, utensils, and single-service articles that impart odors, color or taste, or contribute to the contamination of food shall not be used.
- (b) Design and Fabrication:
- (1) Equipment and utensils shall be designed and fabricated to be durable and sufficiently strong to resist denting and buckling under normal-use conditions.
 - (2) Product thermometers and thermometer probes shall be of metal stem-type construction.
 - (3) Multi-use food-contact surfaces shall be smooth; free of breaks, open seams, cracks, chips, pits and similar imperfections; free of sharp internal angles, corners and crevices; finished to have smooth welds and joints; and accessible for cleaning and inspection without being disassembled, by disassembling without the use of tools or by easy disassembling with the use of only simple tools such as mallets, screw drivers or wrenches which are kept near the equipment.
 - (4) Water filters or any other water conditioning devices shall be designed to be disassembled to provide for periodic cleaning or replacement of the active element.
 - (5) Nonfood-contact surfaces shall be nonabsorbent, cleanable, and free of ledges, projections, and crevices that obstruct cleaning.
 - (6) Interior surfaces of nonfood-contact equipment shall be designed and fabricated to allow easy cleaning and to facilitate maintenance operations.
 - (7) Filters and other grease extracting equipment shall be readily accessible for filter replacement and cleaning.

History Note: Authority G.S. 130A-285;
Eff. August 1, 2002.

15A NCAC 18A .3310 SPECIFICATIONS FOR KITCHENS

(a) For adult day service facilities licensed for or serving food to fewer than 30 participants:

- (1) Domestic kitchen equipment may be used. Domestic kitchen equipment shall include at least a two-compartment sink, drainboards or countertop space of adequate size, refrigeration equipment and adequate cooking equipment. Adult day service facilities using multi-service articles shall also provide a dishwasher. In lieu of a dishwasher and two-compartment sink, a three-compartment sink with drainboards or counter top space of adequate size on each end may be used;
- (2) When domestic refrigeration equipment is used the following provisions shall apply:
 - (A) Potentially hazardous foods shall not be prepared prior to the day that such foods are to be served;
 - (B) Potentially hazardous foods that have been heated shall not be reheated or placed in refrigeration to be used in whole or in part on another day; and
 - (C) Salads containing potentially hazardous food shall not be prepared on-site.
- (3) A separate lavatory for handwashing is required in food preparation areas. If the dishwashing area is separate from the food preparation area, an additional lavatory shall be required in the dishwashing area. These handwashing lavatories shall be used only by food service personnel; and
- (4) A commercial hood shall be installed when foods are fried on-site. The hood shall be installed in accordance with the North Carolina Building Code and approved by the local building code enforcement agent.

(b) For adult day service facilities licensed for or serving food to 30 or more participants:

- (1) Approved food service equipment shall be used. When domestic refrigeration equipment is used the following provisions shall apply:
 - (A) Potentially hazardous foods shall not be prepared prior to the day that such foods are to be served;

- (B) Potentially hazardous foods that have been heated shall not be reheated or placed in refrigeration to be used in whole or in part on another day;
- (C) Salads containing potentially hazardous food shall not be prepared on-site; and
- (D) All meats, poultry, and fish shall be purchased in pre-portioned, ready-to-cook form.
- (2) Food service equipment shall include:
 - (A) Where meals are prepared and multi-service articles are used, at least a three-compartment sink with drainboards or counter top space of adequate size on each end, refrigeration equipment, and cooking equipment;
 - (B) Where meals are prepared and only single-service articles are used, at least a two-compartment sink with drainboards or counter top space of adequate size on each end, refrigeration equipment, and cooking equipment; or
 - (C) Where no meals are prepared and only single-service articles are used, refrigeration equipment, and at least a domestic two-compartment sink with drainboards or counter top space of adequate size on each end.
- (3) A separate food preparation sink with drainboards shall be provided for the washing and processing of foods except where plan review shows that volume and preparation frequency do not require separate facilities.
- (4) A separate lavatory for handwashing is required in food preparation and food service areas. If the dishwashing area is separate from the food preparation area, an additional lavatory shall be required in the dishwashing area. These handwashing lavatories shall be used only by food service personnel.
- (5) A commercial hood shall be installed when foods are fried on-site. The hood shall be installed in accordance with the North Carolina Building Code and approved by the local building code enforcement agent.

History Note: Authority G.S. 130A-285;
Eff. August 1, 2002.

15A NCAC 18A .3311 CLEANING AND SANITIZING OF EQUIPMENT AND UTENSILS

- (a) Multi-use tableware shall be washed, rinsed, and sanitized after each use.
- (b) Food-contact surfaces of equipment and utensils shall be washed, rinsed, and sanitized:
 - (1) Each time there is a change from raw to ready-to-eat foods;
 - (2) Each time there is a change in processing between types of raw animal products such as beef, fish, lamb, pork, and poultry;
 - (3) After any contamination may have occurred;
 - (4) Whenever necessitated by food temperature, room temperature, type of food, and food particle accumulation; and
 - (5) After final use each working day.
- (c) Nonfood-contact surfaces of equipment shall be cleaned as often as is necessary to keep the equipment free of accumulation of dust, dirt, food particles, and other debris.

History Note: Authority G.S. 130A-235;
Eff. August 1, 2002.

15A NCAC 18A .3312 MANUAL CLEANING AND SANITIZING

- (a) Adult day service facilities licensed for or serving food to 30 or more participants shall provide and use a three-compartment sink with drainboards or counter top space of adequate size on each end if multi-service eating and drinking utensils are manually cleaned and sanitized.
- (b) Adult day service facilities licensed for or serving food to fewer than 30 participants that use a domestic dishwasher and two-compartment sink for sanitizing multi-service articles shall sanitize as required in Paragraph (e)(4) of this Rule. Sink compartments shall be large enough to submerge the largest items to be washed and each compartment shall be supplied with hot and cold running water.
- (c) If required under Rule .3310 of this Section, drainboards or counter top space of adequate size shall be provided for handling of soiled utensils prior to washing and cleaned utensils following sanitizing. Drainboards or counter top space shall be no less than 24" long. For adult day service facilities licensed for or serving food to fewer than 13 participants and located in a residence, a domestic dishwasher may be used to provide the equivalent of 24" of

drainboard space, and other designated areas not contiguous with the sink may be used to meet drainboard or counter top space requirements.

(d) Equipment and utensils shall be preflushed or prescraped and, when necessary, presoaked to remove gross food particles and soil.

(e) Except for fixed equipment and utensils too large to be cleaned in sink compartments, manual washing, rinsing, and sanitizing shall be conducted in the following sequence:

- (1) Sinks shall be cleaned and sanitized prior to use;
- (2) Equipment and utensils shall be thoroughly washed in the first compartment with a hot detergent solution that is changed when visibly soiled;
- (3) Equipment and utensils shall be rinsed free of detergent and abrasives with clean water in the second compartment; and
- (4) The food-contact surfaces of equipment and utensils shall be sanitized in the third compartment by:
 - (A) Immersion for at least one minute in clean, hot water at a temperature of at least 170°F (77°C);
 - (B) Immersion for at least two minutes in a clean solution containing at least 50 parts per million (ppm) of available chlorine at a temperature of at least 75°F (24°C);
 - (C) Immersion for at least two minutes in a clean solution containing at least 12.5 ppm of available iodine and having a pH not higher than 5.0 and at a temperature of at least 75°F (24°C); or
 - (D) Immersion for at least two minutes in a clean solution containing at least 200 ppm of quaternary ammonium products and having a temperature of at least 75°F (24°C), provided that the product is labeled to show that it is effective in water having a hardness value at least equal to that of the water being used.

(f) For utensils and equipment which are either too large or impractical to sanitize in a dishwashing machine or dishwashing sink, a spray-on or wipe-on sanitizer shall be used. When spray-on or wipe-on sanitizers are used, the chemical strengths shall be those required for sanitizing multi-use eating and drinking utensils. Spray-on or wipe-on sanitizers shall be prepared daily and kept on hand for bactericidal treatment.

(g) When hot water is used for sanitizing, the following facilities shall be provided and used:

- (1) An approved heating device or fixture installed in, on, or under the sanitizing compartment of the sink capable of maintaining the water at a temperature of at least 170°F (77°C); and
- (2) A numerically scaled indicating thermometer, accurate to $\pm 3^\circ \text{F}$ ($\pm 1.5^\circ \text{C}$), convenient to the sink for frequent checks of water temperature; and
- (3) Dish baskets of such size and design to permit complete immersion of the tableware, kitchenware, and equipment in the hot water.

(h) An approved testing method or equipment, used in accordance with the product manufacturer's instructions, shall be available, convenient, and regularly used to test chemical sanitizers to insure minimum prescribed strengths.

(i) After sanitization, all equipment and utensils shall be air-dried.

History Note: Authority G.S. 130A-235;
Eff. August 1, 2002.

15A NCAC 18A .3313 MECHANICAL CLEANING AND SANITIZING

(a) Machine or water line mounted numerically scaled indicating thermometers, accurate to $\pm 3^\circ \text{F}$ ($\pm 1.5^\circ \text{C}$), shall be provided for commercial dishwashing equipment to indicate the temperature of the water in each tank of the machine and the temperature of the final rinse water as it enters the manifold.

(b) Drainboards or counter top space of adequate size for the proper handling of soiled utensils prior to washing and cleaned utensils following sanitization shall be provided.

(c) Equipment and utensils shall be flushed or scraped and, when necessary, soaked to remove large food particles and soil prior to being washed in a dishwashing machine unless a prewash cycle is a part of the dishwashing machine operation. Equipment and utensils shall be placed in racks, trays, or baskets, or on conveyors, in a way that food-contact surfaces are exposed to the unobstructed application of detergent wash and clean rinse waters and that permits free draining.

(d) Machines using chemicals for sanitization may be used provided that a testing method or equipment is available, convenient, and used to test chemical sanitizers to insure minimum prescribed strengths.

- (e) All dishwashing machines shall be thoroughly cleaned at least once a day or more often when necessary to maintain them in operating condition.
- (f) After sanitization, all equipment and utensils shall be air dried.

History Note: Authority G.S. 130A-235;
Eff. August 1, 2002.

15A NCAC 18A .3314 FOOD SERVICE EQUIPMENT AND UTENSIL STORAGE

- (a) Cleaned and sanitized equipment and utensils shall be handled in a way that protects the food-contact surfaces from contamination. Spoons, knives, and forks shall be touched only by their handles. Cups, glasses, bowls, plates, and similar items shall be handled without contact with inside surfaces or surfaces that contact the user's mouth.
- (b) Cleaned and sanitized utensils and equipment shall be stored above the floor in a clean, dry location in a way that protects them from dust, insects, drip, splash and other contamination and facilitates floor cleaning. The food-contact surfaces of fixed equipment shall also be protected from contamination. Equipment and utensils shall not be placed under exposed sewer lines or water lines, except for automatic fire protection sprinkler heads that may be required by law.
- (c) Single-service articles shall be purchased only in clean containers, shall be stored in a clean, dry container until used, and shall be handled in accordance with the rules of this Section.

History Note: Authority G.S. 130A-235;
Eff. August 1, 2002.

15A NCAC 18A .3315 WATER SUPPLY

- (a) Running water under pressure shall be provided in sufficient quantities to meet the needs of cooking, cleaning, drinking, toilets, and outside uses without producing water pressure lower than that required by the North Carolina Plumbing Code.
- (b) The water supply shall meet the requirements of 15A NCAC 18C or 15A NCAC 18A .1700 Protection of Water Supplies. Samples of water shall be collected by the Environmental Health Specialist and submitted to a state certified laboratory for bacteriological analysis annually. Other tests of water quality, as indicated by possible sources of contamination, may be collected by the Environmental Health Specialist.
- (c) No cross-connections with an unapproved water supply shall exist. If potential back-flow conditions exist, an approved back-flow prevention device shall be provided.
- (d) Water heating equipment that is sufficient to meet the maximum expected requirements of the adult day service facility shall be provided. Capacity and recovery rates of hot water heating equipment shall be based on number and size of sinks, capacity of dishwashing machines, capacity of laundering machines, clothing changing facilities, and other food service and cleaning needs. Hot and cold water under pressure shall be easily accessible to all rooms where food is processed or handled, rooms in which utensils or equipment are washed, and other areas where water is required for cleaning and sanitizing, including lavatories and diaper changing areas.
- (e) Hot water heating equipment shall provide hot water as follows:
 - (1) at a minimum temperature of 140°F at the point of use when hot water is used for sanitizing; and
 - (2) at a temperature of no less than 90°F and no more than 120°F at hand sinks and in other areas accessible to participants, and in kitchens not used to prepare meals.

History Note: Authority G.S. 130A-235;
Eff. August 1, 2002.

15A NCAC 18A .3316 DRINKING WATER FACILITIES

- (a) Drinking fountains of an approved type or individual drinking utensils shall constitute approved drinking water facilities.
- (b) Drinking fountains, if provided, shall be of sanitary angle-jet design and kept clean. The pressure shall be regulated so that the individual's mouth does not come in contact with the nozzle and so that water does not splash on the floor.
- (c) All multi-use utensils used for drinking purposes shall be easily cleanable, cleaned and sanitized after each use. Single-service articles used for drinking water shall be stored and handled so as not to become contaminated by insects, splash, dust, and other contamination.

History Note: Authority G.S. 130A-285;
Eff. August 1, 2002.

15A NCAC 18A .3317 TOILETS

- (a) All toilet fixtures and toilet rooms shall be located to comply with the requirements of this Section. Storage in toilet rooms shall be limited to toileting and clothing changing supplies except that cleaning supplies can be stored in toilet rooms in a locked cabinet. All toilet fixtures shall be easily cleanable, and in good repair.
- (b) Toilet fixtures shall be cleaned and sanitized when soiled and at least on a daily basis. A solution of 100 ppm chlorine solution or other equivalent methods approved by the Department shall be used for sanitizing.
- (c) If bedside commodes, bedpans or urinals are used, they shall be located in a room equipped with a spray rinse toilet or utility sink. Bedside commodes, bedpans and urinals shall be emptied and rinsed or discarded when used, and cleaned and sanitized before use by any other participant, with 100 ppm chlorine solution or equivalent method approved by the Department.

History Note: Authority G.S. 130A-235;
Eff. August 1, 2002.

15A NCAC 18A .3318 LAVATORIES AND BATHING FACILITIES

- (a) Lavatories shall be sized and located to comply with the appropriate handwashing requirements of this Section, easily cleanable, in good repair, and kept free of storage.
- (b) All lavatories and bathing facilities shall be equipped with hot and cold running water through mixing faucets except that automatic mixing faucets or pre-mixing devices which provide water at the temperature specified in Rule .3315(e) of this Section may be provided.
- (c) Lavatories shall be cleaned and sanitized as needed and at least on a daily basis. A solution of 100 ppm chlorine or other approved methods shall be used for sanitizing.
- (d) Soap and disposable towels or heated air hand drying device shall be provided at every handwash lavatory area.
- (e) Handwash signs shall be posted at each employee handwashing lavatory.
- (f) If bathing facilities or hydrotherapy equipment are provided, they shall be kept clean. Bathing equipment which has contact with participant's skin shall be cleaned with a detergent and an EPA listed Germicidal disinfectant between participant uses. Manufacturer's instructions shall be followed for cleaning equipment with pumps. A supply of cleaning and disinfectant agents shall be accessible to bathing areas. Chemical test kits shall be used to test the concentration of disinfectants mixed on site.

History Note: Authority G.S. 130A-235;
Eff. August 1, 2002.

15A NCAC 18A .3319 CLOTHING AND CLOTHING CHANGING

- (a) Clothing changes shall be done in restrooms or other areas designated for that purpose.
- (b) Clothing Changing surfaces shall be smooth, nonabsorbent, easily cleanable and shall be approved by the Department.
- (c) Clothing Changing surfaces shall be kept free of storage and shall be cleaned with a mild solution of water and detergent and sanitized after each changing. A solution of 100 ppm chlorine or equivalent methods approved by the Department shall be used for sanitizing. A testing method or kit shall be available and used daily to measure sanitizer concentration and insure compliance with the minimum prescribed strength. These solutions shall be used from hand pump spray bottles which are labeled to identify the contents.
- (d) Each clothing changing area shall include a handwash lavatory.
- (e) The use of disposable gloves by caregivers during the clothing changing process is required if the worker has cuts or sores on hands or chapped hands. Gloves shall be discarded after use.
- (f) Caregivers may dispose of feces in the toilet, and soiled clothing shall be placed in a tightly closed plastic bag or other equivalent container approved by the Department and sent daily to the participant's home or a laundry area to be laundered. Clothing shall not be rinsed except where a utility sink is provided for that purpose.
- (g) Only pre-moistened towelettes or paper towels shall be used for cleaning participants during the changing process. Soiled paper or towelettes shall be discarded after use in a covered plastic-lined receptacle.
- (h) Soiled disposable diapers shall be placed in a cleanable, plastic-lined, covered container and removed to an exterior garbage area at least daily.

- (i) Whether or not disposable gloves are used, caregivers shall wash their hands after each individual clothing change in accordance with Rule .3328 of this Section.
- (j) Participant's hands shall be washed in the lavatory after each individual clothing change in accordance with Rule .3328 of this Section.

History Note: Authority G.S. 130A-235;
Eff. August 1, 2002.

15A NCAC 18A .3320 STORAGE

- (a) Rooms or spaces shall be provided for the storage of equipment, furniture, clothes, beds, cots, mats, and supplies and shall be kept clean. Shelving or other storage, constructed in a manner to facilitate cleaning, shall be provided for orderly storage of supplies and equipment.
- (b) All corrosive agents, insecticides, rodenticides, herbicides, bleaches, detergents, polishes, items containing petroleum products, any product which is under pressure in an aerosol dispensing can, and any substance which may be hazardous if ingested, inhaled, or handled shall be stored in a locked storage room or cabinet, locked with a combination lock or key except at psychosocial rehabilitation programs where participants need access to the chemicals. Keys shall be kept out of the reach of participants and shall not be stored in the lock.
- (c) A properly mixed sanitizing solution and a mild detergent solution approved by the Department shall not be required to be stored in a locked storage room or locked cabinet. These solutions shall be clearly labeled.
- (d) Medications not under the control of a participant shall be stored in a separate locked cabinet or other locked container. Medications which require refrigeration shall be stored in a locked box or locked container in a refrigerator.
- (e) Closets, lockers, or coat hooks shall be provided for storage of coats, hats, or similar items. Personal items such as toothbrushes, dentures or combs shall be stored in containers labeled with the participant's name.

History Note: Authority G.S. 130A-235;
Eff. August 1, 2002.

15A NCAC 18A .3321 BEDS AND LINENS

- (a) All beds, chairs, cots, and mats shall be clean, in good repair and stored to protect them from splash, drip and other contamination.
- (b) Individual beds used for sleeping shall be covered with waterproof, washable material and shall be equipped with individual linen.
- (c) All bed linen shall be kept clean and in good repair and shall be changed between participant uses.
- (d) Blankets, throws or other covers shall be kept clean.
- (e) Linen shall be stored with the individual mat or cot until laundered or stored individually for each participant in a designated area if taken off the mats or cots. Linen shall be laundered a minimum of one time per week, or more often if soiled. Linen used for more than one participant shall be laundered between users. Linen used in clothing changing areas shall be changed and laundered when soiled or at least on a daily basis. Linens shall be large enough to cover the sleeping surface.

History Note: Authority G.S. 130A-235;
Eff. August 1, 2002.

15A NCAC 18A .3322 FURNITURE, EQUIPMENT AND ACTIVITY SUPPLIES

Furniture, equipment and activity supplies provided by the adult day service facility shall be of easily cleanable construction, and shall be kept clean and in good repair.

History Note: Authority G.S. 130A-285;
Eff. August 1, 2002.

15A NCAC 18A .3323 PERSONNEL

- (a) Employees shall wear clean outer clothing and shall be clean as to their person and methods of foodhandling and participant care. Employees shall keep their fingernails clean and trimmed.
- (b) Hair nets, caps, or similar hair restraints shall be worn by employees engaged in the preparation or service of food. Hair spray, barrettes, or visors are not considered an effective hair restraint.

- (c) Tobacco use in any form is prohibited in the food preparation area. Smoking shall be prohibited in building areas occupied by non-smokers.
- (d) Persons with a communicable disease or a communicable condition shall be excluded from situations in which transmission can be reasonably expected to occur, in accordance with Communicable Disease Control Measures under 15A NCAC 19A .0200. Any person with boils, sores, burns, infected wounds or other potentially draining lesions on the face, neck, hands, lower arms or other exposed skin shall bandage affected area to eliminate exposure to drainage. If exposure to drainage cannot be eliminated or proper handwashing cannot be maintained, then the employee shall be excluded from the adult day service facility while the condition exists.
- (e) Volunteer personnel shall adhere to the same requirements in these Rules as employees.

History Note: Authority G.S. 130A-235;
Eff. August 1, 2002.

15A NCAC 18A .3324 FLOORS

- (a) Floors and floor coverings of all food preparation, food storage, utensil-washing areas, toilet rooms, maintenance rooms, utility rooms, and laundry areas shall be constructed of nonabsorbent, easily cleanable, durable material such as sealed concrete, terrazzo, ceramic tile, durable grades of linoleum or plastic, or tight wood impregnated with plastic.
- (b) Carpeting used as a floor covering shall be of closely woven construction, installed to prevent hazards or obstacles to cleaning, and easily cleanable. Carpeting is prohibited in food preparation areas, equipment and utensil-washing areas, food storage areas, laundry areas, and toilet rooms.
- (c) All floors shall be kept clean and maintained in good repair. Carpeting shall be kept clean and dry.

History Note: Authority G.S. 130A-235;
Eff. August 1, 2002.

15A NCAC 18A .3325 WALLS AND CEILINGS

- (a) The walls and ceilings, including doors and windows, of all rooms and areas shall be kept clean, in good repair, and free of microbial growth. All walls shall be non-absorbent and easily cleanable.
- (b) Ceilings in rooms in which food is stored, handled or prepared, utensil-washing rooms, and toilet rooms shall be non-absorbent and easily cleanable. Acoustic ceiling material may be used where ventilation precludes the possibility of grease and moisture absorption.

History Note: Authority G.S. 130A-235;
Eff. August 1, 2002.

15A NCAC 18A .3326 LIGHTING AND THERMAL ENVIRONMENT

- (a) All rooms and enclosed areas shall be well lighted by natural or artificial means. Lighting shall be capable of illumination to at least 50 foot-candles at food preparation work surfaces. At least 10 foot-candles of light, at 30 inches above the floor, shall be provided in all other areas, including storage rooms. Light fixtures in all areas shall be kept clean and in good repair. Completely shielded bulbs or shatterproof bulbs shall be used in food preparation, storage, and serving areas.
- (b) All rooms used by participants shall be heated, cooled, and ventilated to maintain a temperature between 65°F (19°C) and 85°F (30°C). Ventilation may be in the form of operable windows which are screened or by means of mechanical ventilation to the outside. Windows and window treatments shall be kept clean and in good repair. All ventilation equipment, including heating and cooling vents, fans, and all special ventilation equipment which is required for kitchens and toilet rooms, shall be kept clean and in good repair.

History Note: Authority G.S. 130A-285;
Eff. August 1, 2002.

15A NCAC 18A .3327 COMMUNICABLE DISEASES AND CONDITIONS

- (a) Any person who becomes ill at the adult day service facility and is suspected of having a communicable disease or communicable condition shall be separated from the other participants until leaving the facility.

(b) Each adult day service facility shall include a designated area for a person who becomes ill. When in use, such area shall be equipped with a bed, cot or mat and a vomitus receptacle. All materials shall be sanitized after each use. Linens and disposables shall be changed after each use.

(c) If the area is not a separate room, it shall be separated from space used by other participants by a partition, screen or other means approved by the Environmental Health Specialist to minimize exposure of other participants to a person who is ill. This designated area shall be proximate to a toilet and lavatory, and where health and sanitation measures can be carried out without interrupting activities of other participants and staff. Ill people shall not be allowed in areas where food is prepared or handled.

(d) Facilities providing adult day health services shall have a treatment room which is separate from areas used for storage and handling of food. The treatment room shall have a hand sink or have a doorway which connects it to a room containing a sink.

History Note: Authority G.S. 130A-235;
Eff. August 1, 2002.

15A NCAC 18A .3328 HANDWASHING

(a) Employees shall be instructed that handwashing is the single most important line of defense in preventing the transmission of disease-causing organisms. Employees shall wash hands upon reporting for work; before and after handling food; before feeding participants; before handling clean utensils or equipment; after toileting or handling of body fluids (e.g., saliva, nasal secretions, vomitus, feces, urine, blood, secretions from sores, pustulant discharge); after clothing changing; after handling soiled items such as garbage, mops, cloths, and clothing; and after removing disposable gloves.

(b) Participants shall wash hands upon arrival at the facility; after each clothing change or visit to the toilet; before eating meals or snacks; and after handling animals or animal cages.

(c) Proper handwashing procedures shall include:

- (1) Using soap and tempered running water;
- (2) Rubbing hands vigorously with soap and tempered water for 15 seconds;
- (3) Washing all surfaces of the hands, to include the backs of hands, palms, wrists, under fingernails, and between fingers;
- (4) Rinsing well for 10 seconds;
- (5) Drying hands with a paper towel or mechanical dryer; and
- (6) Turning off faucet with paper towel.

History Note: Authority G.S. 130A-285;
Eff. August 1, 2002.

15A NCAC 18A .3329 WASTEWATER

All wastewater shall be disposed of in a publicly-owned wastewater treatment system or by an approved properly operating on-site wastewater system.

History Note: Authority G.S. 130A-235;
Eff. August 1, 2002.

15A NCAC 18A .3330 SOLID WASTES

(a) Solid wastes containing food scraps or other putrescible materials shall, prior to disposal, be kept in durable, rust-resistant, nonabsorbent, water-tight, rodent-proof, and easily cleanable containers such as standard garbage cans which shall be covered with tight lids when filled or stored or not in continuous use. Refuse including scrap paper, cardboard boxes and similar items shall be stored in containers, rooms or designated areas approved by the Department.

(b) Facilities shall be provided for the washing and storage of all garbage cans and mops for adult day service facilities, except for facilities certified or licensed for fewer than 13 participants. Cleaning facilities shall include combination faucet, hot and cold running water, threaded nozzle, and curbed impervious pad sloped to drain into an approved sanitary sewage system.

(c) Where containerized systems are used for garbage storage, facilities shall be provided for the cleaning of such systems. A contract for off-site cleaning shall constitute compliance with this Section.

(d) Solid wastes shall be disposed of so as to prevent insect breeding and public health nuisances.

History Note: Authority G.S. 130A-235;
Eff. August 1, 2002.

15A NCAC 18A .3331 ANIMAL AND VERMIN CONTROL: PREMISES

- (a) Unrestrained animals, except those used in approved pet therapy programs and service animals accompanying persons with disabilities, shall not be allowed in the adult day service facility, including the outdoor area. Animals shall not be allowed in the food preparation areas. Animal cages, bedding, litter boxes and other pet-related items shall be kept clean.
- (b) Effective measures shall be taken to keep insects, rodents, and other vermin out of the facility and to prevent their breeding or presence on the premises.
- (c) All openings to the outer air shall be protected against the entrance of flying insects. For extermination of flying insects, only approved pyrethrin-based insecticides or a fly swatter shall be used in the food preparation areas. Products shall be used only in accordance with directions and cautions appearing on the manufacturers' labels. Insecticides shall not come in contact with raw or cooked food, utensils, or equipment used in food preparation and serving, or with any other food-contact surface.
- (d) Only those pesticides which have been registered with the U.S. Environmental Protection Agency and the North Carolina Department of Agriculture and Consumer Services shall be used. Pesticides shall be used in accordance with the directions on the manufacturers' label and shall be stored in a locked storage room or cabinet separate from foods and medications.

History Note: Authority G.S. 130A-235;
Eff. August 1, 2002.

15A NCAC 18A .3332 OUTDOOR AREAS

- (a) The premises, including the outdoor area, shall be kept clean, drained and free of litter and hazardous materials. Grass and other vegetation shall be maintained in a manner which does not encourage the harborage of vermin.
- (b) All debris, glass, dilapidated structures, and broken equipment shall be removed. The outdoor areas shall be free from unprotected wells, grease traps, cisterns, and utility equipment.

History Note: Authority G.S. 130A-235;
Eff. August 1, 2002.

15A NCAC 18A .3333 SWIMMING AND WADING POOLS

- (a) Swimming pools, wading pools and spas shall be designed, constructed, operated and maintained in accordance with the Rules Governing Swimming Pools, 15A NCAC 18A .2500. Copies of these Rules may be obtained from DENR, Division of Environmental Health, Environmental Health Services Section, 1630 Mail Service Center, Raleigh, NC 27699-1630.
- (b) Unfiltered and nondisinfected containments of water shall not be utilized for water recreation activities.

History Note: Authority G.S. 130A-235;
Eff. August 1, 2002.

15A NCAC 18A .3334 COMPLIANCE

- (a) The Environmental Health Specialist shall indicate on the Sanitation Inspection of Adult Day Service Facility Form whether the adult day service facility is superior, approved, provisional, or disapproved based on compliance with the rules of this Section. The classification shall be posted in the facility in a conspicuous place designated by the Environmental Health Specialist.
- (b) The degree of compliance is indicated by the total demerit-point score which is shown on the Sanitation Inspection of Adult Day Service Facility Form that the Environmental Health Specialist completes.
- (1) For the purpose of issuing a license or certificate to a new operator, a Sanitation Inspection of Adult Day Service Facility Form, shall be forwarded to the licensing or certifying agency only when the facility can be granted a superior classification;
 - (2) An adult day service facility shall be classified as superior if the total demerit score is not more than 15 and no 6-demerit-point item is violated;

- (3) An adult day service facility shall be classified as approved if the total demerit score is more than 15 and not more than 30, and no 6-demerit-point item is violated;
 - (4) An adult day service facility shall be classified as provisional if any 6-demerit-point item is violated, or if the total demerit-point score is more than 30 but not more than 45. This provisional period shall not exceed seven days unless construction or renovation is necessary to correct any violation, in which case the Environmental Health Specialist may allow a longer provisional period;
 - (5) An adult day service facility shall be classified as disapproved if the demerit score is 46 or more, or if conditions which resulted in a provisional classification have not been corrected in the time period specified by the Environmental Health Specialist;
 - (6) If the provisional status period exceeds seven days, or the adult day service facility is disapproved, the licensing or certifying agency shall be notified immediately by forwarding a copy of the inspection report to the Licensing or certifying agency. The Environmental Health Specialist shall notify the licensing or certifying agency in accordance with Rule .3303 of this Section;
 - (7) The classification card shall not be removed except by or upon the instruction of the Environmental Health Specialist for the purpose of changing classification cards or establishing another conspicuous location.
- (c) The Sanitation Inspection of Adult Day Service Facility Form shall be used to document demerits assessed for violation of the rules of this Section as follows:
- (1) Violation of Rules .3304(a),(b),(c), or (f), or Rule .3303(g)(3) of this Section related to food from approved sources, free of spoilage and adulteration shall be assessed 6 demerits.
 - (2) Violation of Rules .3304(e),(f); .3305(a); .3306(g)(2);(h)(2), or .3307(d),(f) of this Section related to potentially hazardous food temperatures shall be assessed 5 demerits.
 - (3) Violation of Rules .3304(d),(g),(e); .3306(b); .3307(a),(b),(c),(d),(e),(f),(h), or .3308(a) of this Section regarding food properly handled, packaged and identified shall be assessed four demerits.
 - (4) Violation of Rules .3304(e), or .3308(d) of this Section related to not re-serving food shall be assessed four demerits.
 - (5) Violation of Rules .3305(a); .3306(c),(d),(e),(f); or .3308(b),(e),(f) of this Section regarding protection of and access to food shall be assessed five demerits.
 - (6) Violation of Rules .3306(g)(1),(h)(1); .3307(g), or .3310(a)(2) of this Section regarding refrigerators and hot holding units with thermometers and product thermometers shall be assessed three demerits.
 - (7) Violation of Rules .3306; .3307(f); .3310(a),(b); .3312(a),(b),(c),(g), or .3313 of this Section related to food service equipment and utensils meeting specifications for refrigeration, sinks, and dishwashing equipment according to type of service shall be assessed 6 demerits.
 - (8) Violation of Rules .3310(a), or (b)(4) of this Section regarding requirements for food service handwash lavatories shall be assessed five demerits.
 - (9) Violation of Rules .3309(a) or (b) of this Section regarding other food service equipment and utensils materials of construction and repair shall be assessed four demerits.
 - (10) Violation of Rules .3304(e); .3306(a), or (b); .3311(a), or (b); .3312(d),(e),(f), or (i); .3313(c), or (f), or .3316(c) of this Section regarding washing, rinsing and sanitizing food-contact surfaces, equipment and utensils shall be assessed six demerits.
 - (11) Violation of Rule .3309(a)(8) of this Section regarding reuse of single-service articles shall be assessed six demerits.
 - (12) Violation of Rule .3309(a)(7) of this Section regarding reuse of single-use articles shall be assessed two demerits.
 - (13) Violation of Rules .3309(b)(5), or (b)(6), or .3311(c) of this Section regarding cleaning of non-food contact surfaces shall be assessed four demerits.
 - (14) Violation of Rules .3314, or .3316(c) of this Section regarding protection of equipment and utensils from contamination shall be assessed four demerits.
 - (15) Violation of Rules .3312(f), or (h), or .3313(d) of this Section regarding provision of sanitizing solution and testing equipment used to test sanitizer strength shall be assessed three demerits.
 - (16) Violation of Rules .3315(a), or (b) of this Section regarding approval of water supplies shall be assessed six demerits.
 - (17) Violation of Rules .3315(d), or (e) of this Section regarding supply and maintenance of hot water shall be assessed six demerits.

- (18) Violation of Rule .3315(c) of this Section regarding cross connections and backflow prevention devices shall be assessed four demerits.
- (19) Violation of Rule .3316 of this Section regarding drinking fountains and drinking utensils shall be assessed four demerits.
- (20) Violation of Rules .3310(a)(3), or (b)(2)(C)(4); .3317(a); .3318(a); or .3319(d) of this Section regarding provision and location of toilets and lavatories shall be assessed five demerits.
- (21) Violation of Rules .3317(b) or .3318(c) of this Section regarding location, sizing, cleaning and sanitizing toilet, lavatory, clothing changing and bathing facilities and availability of cleaning and sanitizing supplies shall be assessed four demerits.
- (22) Violation of Rule .3317(c) of this Section regarding location, cleaning and disinfection of potty chairs, bedpans and urinals shall be assessed four demerits.
- (23) Violation of Rule .3318(d) of this Section regarding lavatories being free of storage and provided with soap and disposable towels or heated-air hand drying devices shall be assessed four demerits.
- (24) Violations of Rules .3319(a),(b), or (d) of this Section regarding clothing changing facilities shall be assessed four demerits.
- (25) Violation of Rules .3318(f) or .3319(c) of this Section regarding cleaning and sanitizing clothing changing facilities and provision of cleaning and sanitizing solutions shall be assessed four demerits.
- (26) Violation of Rules .3319(e),(f),(g),(h),(i), or (j) of this Section regarding clothing changing methods shall be assessed five demerits.
- (27) Violation of Rules .3319(c) or .3320(c) of this Section regarding labeling sanitizers and providing test kits for sanitizers shall be assessed three demerits.
- (28) Violation of Rule .3319(c) of this Section regarding clothing changing surfaces being clean and free of storage shall be assessed two demerits.
- (29) Violation of Rule .3318(e) of this Section regarding posting of handwashing signs shall be assessed two demerits.
- (30) Violation of Rule .3317(a) of this Section regarding storage of medications and other hazardous products shall be assessed six demerits.
- (31) Violation of Rule .3320 of this Section regarding provision and cleaning of storage facilities shall be assessed three demerits.
- (32) Violation of Rule .3321(a) of this Section regarding cleaning, repair and storage of beds, chairs, cots and mats shall be assessed five demerits.
- (33) Violation of Rule .3321(b) of this Section regarding provision of mattress covers and linen shall be assessed five demerits.
- (34) Violation of Rules .3321(c),(d), or (e) of this Section regarding cleaning, repair, handling and storage of linen, blankets, throws and covers shall be assessed four demerits.
- (35) Violation of Rule .3322 of this Section regarding furniture, equipment and activity supplies shall be assessed four demerits.
- (36) Violation of Rules .3323(a) or (b) of this Section regarding hygienic practices, clean clothing and hair restraints for personnel shall be assessed three demerits.
- (37) Violation of Rule .3323(c) of this Section regarding tobacco use shall be assessed five demerits.
- (38) Violation of Rule .3323(d) of this Section regarding exclusion of persons with communicable diseases or conditions shall be assessed six demerits.
- (39) Violations of Rule .3323(d) of this Section regarding bandaging wounds or lesions shall be assessed six demerits.
- (40) Violation of Rules .3324 or .3325 of this Section regarding floors, walls and ceilings shall be assessed four demerits.
- (41) Violation of Rule .3326 of this Section regarding maintenance of lighting and thermal environment shall be assessed four demerits.
- (42) Violation of Rule .3326 of this Section regarding cleaning and repair of lighting, heating, ventilation and cooling equipment shall be assessed two demerits.
- (43) Violation of Rule .3327 of this Section related to providing a designated area for sick participants shall be assessed five demerits.
- (44) Violation of Rule .3327 of this Section related to treatment rooms for adult day health facilities shall be assessed five demerits.

- (45) Violation of Rules .3308(c); .3319(i), or (j); or .3328 of this Section related to handwashing shall be assessed five demerits.
 - (46) Violation of Rule .3329 of this Section regarding wastewater disposal shall be assessed six demerits.
 - (47) Violation of Rule .3330 of this Section regarding solid waste handling, storage and disposal shall be assessed two demerits.
 - (48) Violation of Rule .3330(c) of this Section regarding facilities for cleaning solid waste containers shall be assessed two demerits.
 - (49) Violation of Rules .3331(c), or (d) of this Section regarding use of pesticides shall be assessed six demerits.
 - (50) Violation of Rule .3331(b), or (c) of this Section regarding control of rodents, insects and other vermin shall be assessed four demerits.
 - (51) Violation of Rule .3331(a) of this Section regarding presence of animals shall be assessed four demerits.
 - (52) Violation of Rules .3331(b), or .3332 of this Section regarding keeping premises clean, drained, and free of hazards, vermin harborages or breeding areas shall be assessed four demerits.
 - (53) Violation of Rule .3333 of this Section regarding swimming pools, wading pools and spas shall be assessed six demerits.
 - (54) The sum of all demerits assessed on the Sanitation Inspection of Adult Day Service Facility Form shall be the total demerit score for the facility.
- (d) In filling out the inspection form, demerits may be assessed only once for a single occurrence or condition existing within or outside the adult day service facility. Demerits shall be assessed based on actual violations of the Rules of this Section observed during the inspection.

History Note: Authority G.S. 130A-235;
Eff. August 1, 2002.

15A NCAC 18A .3335 APPEALS PROCEDURE

Appeals concerning the interpretation and enforcement of the rules in this Section shall be made in accordance with G.S. 150B.

History Note: Authority G.S. 130A-235;
Eff. August 1, 2002.

Inspection of Adult Day Service Facility

Score: _____

Health Department _____

Date of Insp/Chg _____

Current Facility ID _____

Status Code: _____

Old Facility ID _____

Classification: ☐ Superior ☐ Approved ☐ Provisional ☐ Disapproved

Water Supply: <input type="checkbox"/> 1 Community <input type="checkbox"/> 3 Non-Transient Non-Community	Water sample taken today? <input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/> 2 Transient Non-Community <input type="checkbox"/> 4 Non-Public Water Supply	<input type="checkbox"/> 1 Inspection <input type="checkbox"/> Name Change
	<input type="checkbox"/> 2 Re-Inspection <input type="checkbox"/> Verification of Closure
Wastewater System: <input type="checkbox"/> 1 Community <input type="checkbox"/> 2 On-Site System	<input checked="" type="checkbox"/> V Visit <input type="checkbox"/> Status Change
Maximum Capacity _____	

Name of Facility: _____ Operator: _____

Address (City, Zip Code): _____

FOOD: (.3304, .3305, .3306, .3307, .3308, .3310)

Demerits

*1. From approved sources, free from spoilage and

- | | | |
|-------------------------------------------------------------------------|---|-------|
| adulteration | 6 | _____ |
| 2. Potentially hazardous food temperatures | 5 | _____ |
| 3. Properly prepared, handled, packaged, and identified | 4 | _____ |
| 4. Not re-served | 4 | _____ |
| 5. Protected at all times according to these rules | 4 | _____ |
| 6. Refrigerators with thermometers, product thermometers provided | 3 | _____ |

FOOD SERVICE EQUIPMENT AND UTENSILS:

(.3304, .3306, .3307, .3309, .3310, .3311, .3312, .3313, .3314, .3316)

*7. Meets specifications for refrigeration, sinks, and dishwashing

- | | | |
|--------------------------------------------------------------------------------------------------------------------|---|-------|
| equipment according to type of service | 6 | _____ |
| 8. Meets requirements for handwash lavatories | 5 | _____ |
| 9. Meets specifications for other equipment and utensils, approved material and construction, in good repair | 4 | _____ |

*10. Food contact surfaces, including multi-use utensils, properly washed, rinsed and sanitized

6 _____

*11. Single-service articles not reused

6 _____

- | | | |
|---------------------------------------------------------------------------------------------------|---|-------|
| 12. Single-use articles not reused | 2 | _____ |
| 13. Non-food contact surfaces clean | 4 | _____ |
| 14. Equipment and utensils, including single-service articles, protected from contamination | 4 | _____ |
| 15. Approved testing equipment for sanitizers, sanitizing solution provided | 3 | _____ |

WATERSUPPLY: DRINKING WATER FACILITIES: (.3315, .3316)

*16. Supply meets 15A NCAC 18A .1700 or 15A NCAC 18C

6 _____

*17. Hot water supplied and maintained in accordance with this section.

6 _____

- | | | |
|--------------------------------------------------------------------------------------|---|-------|
| 18. No cross connections, backflow prevention devices provided | 4 | _____ |
| 19. Drinking fountains or drinking utensils of approved type, regulated, clean | 4 | _____ |

TOILET AND LAVATORY FACILITIES: (.3310, .3317, .3318, .3319)

- | | | |
|---------------------------------------------------------------------------------------------------------------------------------------------|---|-------|
| 20. Toilets and lavatories provided, properly located | 5 | _____ |
| 21. Fixtures properly sized, cleaned, sanitized, cleaning and and sanitizing solutions provided | 4 | _____ |
| 22. Potty chairs, bedpans, urinals properly located, cleaned and sanitized | 4 | _____ |
| 23. Soap, disposable towels or approved hand-drying device; lavatories free of storage | 4 | _____ |
| 24. Approved clothing changing facilities | 4 | _____ |
| 25. Clothing change and bathing surfaces cleaned and sanitized after each use; cleaning and sanitizing solutions provided and labeled. | 4 | _____ |
| 26. Approved clothing changing methods by caregivers | 5 | _____ |
| 27. Test kits provided; sanitizer labeled | 3 | _____ |
| 28. Clothing changing surfaces clean and free of storage | 2 | _____ |
| 29. Handwashing signs posted | 2 | _____ |

STORAGE: (.3317, .3320)

Demerits

*30. Medications and hazardous products properly stored

- | | | |
|--------------------------------------------------------------|---|-------|
| and locked | 6 | _____ |
| 31. Facilities provided for proper storage, kept clean | 3 | _____ |

BEDS, LINENS, FURNITURE AND EQUIPMENT: (.3321, .3322)

- | | | |
|---------------------------------------------------------------------------------|---|-------|
| 32. Beds, chairs, cots, or mats clean and in good repair, stored properly | 5 | _____ |
| 33. Mattress covers, individual linen provided | 5 | _____ |
| 34. Linen clean, in good repair; properly handled and stored ... | 4 | _____ |
| 35. Other furniture and equipment easily cleanable, good repair clean | 4 | _____ |

PERSONNEL: (.3323)

- | | | |
|--------------------------------------------------------------------------------------|---|-------|
| 36. Approved hygienic practices, clean clothes, hair restraints where required | 3 | _____ |
| 37. Tobacco not used in food prep areas or areas occupied by non-smokers | 5 | _____ |

*38. Persons with communicable disease or a communicable condition excluded from situations in which transmission can reasonable be expected to occur, in accordance with 15A NCAC 19A.0200

6 _____

*39. Wounds or lesions properly bandaged

6 _____

FLOORS, WALLS & CEILINGS: (.3324, .3325)

- | | | |
|---------------------------------------------------------|---|-------|
| 40. Easily cleanable, durable, good repair, clean | 4 | _____ |
|---------------------------------------------------------|---|-------|

LIGHTING AND THERMAL ENVIRONMENT: (.3326)

- | | | |
|----------------------------------------------|---|-------|
| 41. Maintained as required | 4 | _____ |
| 42. Equipment clean and in good repair | 2 | _____ |

COMMUNICABLE DISEASE CONTROL: (.3327)

- | | | |
|-------------------------------------------------------------|---|-------|
| 43. Designated area for sick participants | 5 | _____ |
| 44. Treatment room provided for day health facilities | 5 | _____ |

HANDWASHING: (.3308, .3319, .3328)

- | | | |
|------------------------------|---|-------|
| 45. Proper handwashing | 5 | _____ |
|------------------------------|---|-------|

WASTEWATER: (.3329)

*46. Wastewater disposed of by approved methods

6 _____

SOLID WASTES: (.3330)

- | | | |
|-------------------------------------------------------------------|---|-------|
| 47. Solid waste properly handled | 2 | _____ |
| 48. Can cleaning facilities adequate and containers kept clean. . | 2 | _____ |

ANIMAL & VERMIN CONTROL: PREMISES;

OUTDOOR ACTIVITY AREA: (.3331, .3332)

*49. Approved pesticides, properly used

6 _____

- | | | |
|---------------------------------------------------------------------------------------------|---|-------|
| 50. Effective control of rodents, insects, and other vermin | 4 | _____ |
| 51. No animals in food prep areas and no unrestrained animals except as noted | 4 | _____ |
| 52. Premises clean, drained, and free of hazards, vermin harborage and breeding areas | 4 | _____ |

SWIMMING & WADING POOLS: (.3833)

*53. Designed, constructed, operated and maintained in accordance with 15A NCAC 18A .2500

6 _____

Signed _____ AGENT *Indicates critical item (6-point demerit).

Environmental Health Section

Purpose: General Statute 130A-235 requires the Commission for Health Services to adopt standards governing the sanitation of child day care facilities. G.S. 130A-235 requires the facility to submit evidence to the Division of Facility Services or Division of Aging that it conforms to the standards. This form is to provide such evidence. **Preparation:** Local environmental health specialists shall complete the form every time an inspection is conducted and prepare an original and two copies to be submitted: 1. Original for Division of Child Development, N.C. Department of Health and Human Services. 2. Facility operator. 3. Local health department. **Classification:** Superior – 0-15 demerits, no 6-point demerit **Approved** – 16-30 demerits, no 6-point demerit **Provisional** – 31-45, or 6-point demerit **Disapproved** – 46 or more demerits, or failure to improve Provisional classification. **Disposition:** Please refer to Records Retention and Disposition Schedule 8.B.6., for County/District Health Departments which is published by the North Carolina Division of Archives & History. Additional forms may be ordered from: Environmental Health Section, 1632 Mail Service Center, Raleigh, NC 27699-1632, (Courier 52-01-00)



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Department of Health and Human Services
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Division of Public Health • Laura Gerald, MD, MPH, State Health Director
Environmental Health Section
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