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Date: August 29, 2016

To: Health Commissioners, Directors of Environmental Health and Interested Parties

From: Ohio Department of Health, Food Safety Program
Ohio Department of Agriculture, Division of Food Safety

Re: Options for After School Meal Programs

For after school meal programs that do not receive funds from the USDA, the Ohio Department of Health (ODH) and the Ohio Department of Agriculture (ODA) provide the following guidance as to options for provisions of healthier foods for children in after school programs, in accordance with Ohio Revised Code (ORC) Chapter 3717 and the rules promulgated thereunder. Any combination of these options may be used in agreement with the school district, and are not intended to alter any existing agreement between a school district and an after school program.

Options for After-School Programs

1. Purchase and serve pre-packaged snacks that are pre-washed, sliced and ready to serve. A Risk Level I Food Service Operation (FSO) license from the local health district would be required, but no hand sink or three compartment sink is required.
2. Collaborate with school districts for either of the following:
 - Utilize the kitchen at the school to slice fruits and vegetables and operate under the school's FSO license, if permitted by the school district.
 - Have a designated area at the school that is separate from the school kitchen, which can be licensed solely for the program's use, with the following recommendations:
 - If a three compartment sink is not available, the following options may be considered:
 - Allow the use of a two compartment sink for washing and rinsing, and a tub or pail for sanitizing (as long as proper sanitization is achieved). If a two compartment sink is being used without a tub or pail, an approved detergent sanitizer must be used to ensure proper sanitization is achieved.
 - Use a portable three compartment sink, with an adequate supply of water and storage or disposal of wastewater.
 - The utensil sink may be used to wash foods in limited quantity, but the food shall be properly protected from contamination (by using a colander or strainer), and the sink shall be cleaned and sanitized prior to using it for food preparation.
 - If commercial refrigeration equipment is not available, ODH recommends allowing the use of non-commercial refrigeration for limited holding of Time/Temperature Control for Safety foods such as cut melons and single serve dairy products.

- The local health districts have authority to place restrictions or conditions on a license based on available equipment.
 - A hand washing sink located in a restroom or other area may be used if it is nearby and readily accessible to the staff.
 - Any FSO licensed after March 1, 2010 shall have a person in charge that has obtained Level One certification in Food Protection, per Ohio Administrative Code (OAC) 3701-21-25 (I).
3. Prepare and package snacks in a central kitchen and deliver them to after-school sites for service. The after-school site must obtain a Risk Level I FSO license from the local health district. The central kitchen will need to be registered and inspected by ODA.
4. Obtain and operate a mobile FSO with the following guidelines:
- To obtain a mobile FSO license, the operator must submit to the local health department the license application, facility layout and equipment specifications and license fee to the local health district where the operator's business headquarters are located.
 - A mobile FSO license would be required for each operation, and each mobile FSO shall maintain the license in the operation.
 - A licensed mobile FSO may not remain in one location for more than forty consecutive days as per ORC Section 3717.01(I).
 - The after school program may set up a mobile FSO each day, prepare and serve snacks, and then break down and remove the mobile FSO. The mobile FSO shall have adequate equipment based on the snacks served by the after school program.
 - A hand washing sink located in a restroom or other area in the school may be used if it is nearby and readily accessible to the staff.
 - All food preparation, utensil washing, etc. shall occur within the licensed mobile FSO, with the following clarifications:
 - The after school program's licensed mobile may utilize equipment in the school kitchen, such as three compartment sink, if the school grants permission.
 - If the school's three compartment sink is to be used, the sink shall be in close proximity to the mobile operation.
 - The mobile operation may utilize a two compartment sink for washing and rinsing, and a tub or pail for sanitizing (as long as proper sanitization is achieved). If a two compartment sink is being used without a tub or pail, an approved detergent sanitizer must be used to ensure proper sanitization is achieved.
 - A portable three compartment sink, with an adequate supply of water and storage or disposal of wastewater may also be utilized.

- Local health districts have authority to place limitations on an FSO license for an after school program. For example: the after school program's mobile shall operate at the identified after school program location only; if the after school program's mobile unit elects to operate away from the school, the mobile operation will be subject to the provisions of ORC Chapter 3717 and OAC Chapters 3717-1 and 3701-21.
- It is recommended that all food employees working in an after school program licensed mobiles complete Level One food certification training, and at least one after school program mobile operation staff complete a Level Two food certification course.
- The Ohio Department of Agriculture inspects commissaries that are used by mobile operations for servicing.

It is recommended that employees of an after school program working under an FSO license complete Level One food certification training and at least one after school program staffer working under an FSO complete a Level Two food certification course.