

Leamington Mennonite Home
Long Term Care

**QUALITY & RISK MANAGEMENT
POLICY AND PROCEDURE**

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| CATEGORY: Quality & Risk Management - Dietary & Nutrition | SUBJECT: Refrigerator/Freezer Temperatures | SECTION: H POLICY: 2 |
| DATE: July 12, 2022 | Administrator's Signature: _____ | |

REFRIGERATOR/FREEZER TEMPERATURES

POLICY:

All refrigerators and freezers will have their temperatures monitored and recorded to maintain food quality and safety.

PROCEDURE:

The Director of Dietary Services will:

- 1) Check that each refrigerator and freezer has thermometers located at the back of each unit. *Note: for a walk-in fridge and freezer, a thermometer must be located in the front entrance and back of the unit.
- 2) Post a Refrigerator and Freezer temperature form in an area which is available to all dietary team members on the first of each month.
- 3) Indicate which dietary team position is responsible for recording temperatures on the form.
- 4) Instruct dietary team that all refrigerators and freezers have their temperatures monitored at regular intervals as indicated on Refrigerator & Freezer temperature audit.
- 5) Take random checks of food temperatures stored in the refrigerator.
- 6) Maintain all refrigerators at a temperature of 40°F (4°C) or below.
- 7) Maintain all freezers at a temperature of 0°F (-18°C) or below.
- 8) Re-check and record temperature within an hour if temperature checks are outside acceptable range; it should be noted with a plan of action to be taken.
- 9) Initiate an emergency contingency plan if temperature readings are outside of acceptable range within one hour.
- 10) Keep temperature audits on file for one (1) year.

The Dietary Team will:

- 1) Complete the refrigerator and freezer temperatures audits at designated times by indicating the temperatures and initialing the monthly audit provided.
- 2) Keep the refrigerator and freezer stock from being overloaded and keep shelving free from foil or paper.
- 3) Keep the unit doors closed as much as possible.
- 4) Notify the Director of Dietary Services if temperature of the refrigerator and freezer is not acceptable.

- 5) Give completed temperature audits to the Director of Dietary Services each month.