



Scott County Health Department

600 W. 4th Street | Davenport, IA 52801-1030 | P. 563-326-8618 | F. 563-326-8774
health@scottcountyiowa.com | www.scottcountyiowa.com/health

REQUIREMENTS FOR LICENSING

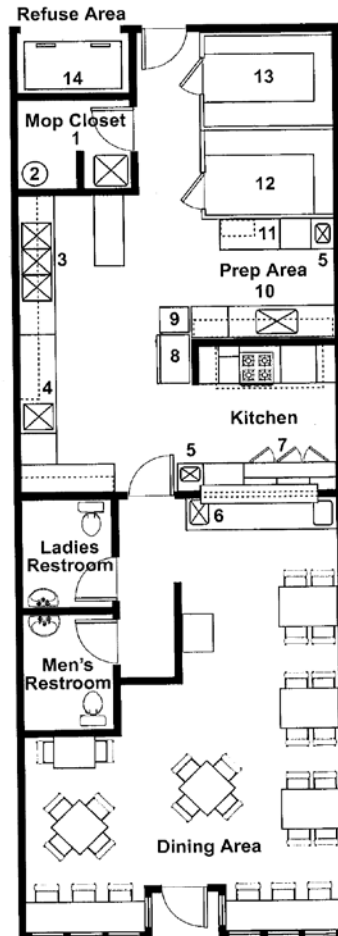
The appropriate application must be filled out and fee(s) paid prior to the opening inspection. Departmental policy prohibits the inspector from accepting payment in the field. License fee(s) are based on gross sales, or anticipated gross sales.

- A Food Service Establishment (FSE) license is a food establishment where food is prepared or served for individual portion intended for consumption *on* the premises.
- A Retail Food Establishment (FE) license is a food establishment that sells food or food products to consumers intended for preparation or consumption *off* the premises.

The applicant shall call the inspector at least 24 hours prior to the opening date to set up a time for the pre-opening inspection. No food preparation of any kind, including training, can be done without the approval of the Health Department.

1. Provide a set of plans including a legend. The plans should include the location of the following items:

- All equipment
 - ✓ Fryers, hood, stove, oven, working tables, hot/cold holding, shelving, buffet lines, waitress stations, etc
- Restroom(s)
- Sinks
 - ✓ Handwashing sinks
 - ✓ Prep sinks
 - ✓ 3-compartment sink
 - ✓ Mop sink
 - ✓ Dipper wells
- Warewashing (only one required)
 - ✓ Three-compartment sink with at least one drain board. The sinks shall be adequately sized to accommodate your largest piece of equipment.
 - ✓ Dish machine that sanitizes by heat or chemical.
 - ✓ If you utilize a dish machine a separate food prep sink will be required.



EQUIPMENT SCHEDULE

- 1 Mop Sink
- 2 Hot Water Heater
- 3 3 Compartment Pot and Pan Wash Sink
- 4 Dishwasher with Pre-Rinse Sink
- 5 Hand Sink
- 6 Water Fill Station
- 7 Sandwich Preparation Refrigerator
- 8 Reach-in Refrigerator
- 9 Ice Machine
- 10 Food Preparation Sink
- 11 Work Counter with Slicer
- 12 Walk-in Refrigerator
- 13 Walk-in Freezer
- 14 Garbage Area



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2. All hand sinks shall be accessible and conveniently located within the food handling and warewashing areas. Signs notifying employees to wash their hands must be clearly visible at all handwashing sinks, including restrooms.
3. All surfaces: floors, walls, ceilings, preparation surfaces and equipment, shall be smooth, durable, easily cleanable, non-absorbent and in good repair. All wood and concrete surfaces shall be sealed.
4. No bare hand contact with ready-to-eat food is allowed. A ready-to-eat food is defined as an edible food without further preparation. (raw fruits and vegetables, cooked food, bread, cake, lunch meat, etc.)
5. Once the plans have been approved a copy of the plan approval form will be forwarded to the building department which has jurisdiction over the facility, and to the owner of the facility.
6. The Scott County Health Department must approve any modifications made to the originally submitted plans.

Paperwork required to be onsite for inspection:

1. Certified Food Protection Manager Certificate is required within 6 months of your opening inspection.
2. FDA's FORM 1-B Conditional Employee or Food Employee Reporting Agreement
The purpose of this agreement is to inform conditional employees or food employees of their responsibility to notify the person in charge when they experience any of the conditions listed so that the person in charge can take appropriate steps to preclude the transmission of foodborne illness.
3. A written procedure for cleaning vomit and diarrhea, the Iowa Department of Inspection and Appeal's guidance document, 'Full Facility Norovirus Cleaning – Reference Document for Food Establishments' is attached.
4. Any HACCP or variance plans approved by the Department of Inspections and Appeals