

# No Time To Teach

## Cooling Leftovers Properly

(NOTE: This lesson does not apply to foods held with Time as a Public Health (TPHC) procedures; all foods subject to TPHC must be discarded at the end of the holding time.)

**Lesson Participants:** School Nutrition Employees

**Type of Lesson:** Face-to-face teaching session

**Objective:** For school nutrition employees to be able to describe how to properly cool leftovers.

### **Materials Needed:**

- Presenter's Script
- Daily Cooling Log and instructions (Refer to HACCP plan Part 3: Monitoring Forms – Daily Cooling Log for Hot Time-Temperature Controlled for Safety (TCS) Foods for a copy of the log and instructions.)
- Pens or Pencils (one for each employee)
- Copies of continuing education certificate for each participant (see page 5 of this lesson)



## **Presenter's Script:**

### Cooling Leftovers Properly

#### **Introduction: (1 minute)**

**SAY:** During the next 15 minutes we will be going over cooling leftovers. At the end of this training you will be able to describe how to properly cool leftovers and fill out the cooling log for hot, potentially hazardous foods. Knowing how to properly cool leftovers helps prevent the possibility of food borne illnesses. If not cooled correctly the temperature of leftover food can provide an environment where bacteria can quickly grow and multiply.

#### **Steps to Cooling Leftovers: (9 minutes)**

**SAY:** Before you can cool hot food, it must be cooked completely. Make sure that the food is cooked initially to the safe minimum internal temperature. After cooking, hold hot food hot at 135 °F or above and cold foods at 41 °F or below. Bacteria grow rapidly between 41 and 135 °F.

**SAY:** Once meal service is finished, take the temperature of leftover foods on the serving line or in hot holding. If the temperature is not within the correct range, throw the food away. Always record the temperature of the leftovers on the daily production record. All hot food that is in the correct range must be properly cooled. There are two procedures to cool foods: the first is to cool foods from temperature on the serving line or hot holding cabinets to 70 °F within two hours and then from 70 °F to 41 °F within two hours. The second way to cool foods is to cool them from beginning hot holding temperature to 41 °F within four hours.

**SAY:** You may help speed up the cooling process by placing the pans into an ice bath or using ice paddles. Large pans of food like vegetables or soup will take a long time to cool so divide the food into smaller portions in shallow containers, use an ice bath, and then refrigerate. In fact, any large item should be divided into smaller portions to cool. All leftovers should be wrapped or covered loosely before refrigerating. Remember that leftover hot foods that are properly cooled must be used within 72 hours of original preparation; this requirement is more strict than the North Carolina Food Code; however, we hold our school nutrition programs to a higher standard so that food safety and quality is maximized.

**DO:** Demonstrate how to properly prepare and use an ice bath.

## **Daily Cooling Log: (5 minutes)**

(The cooling log and instructions can be found in the HACCP plan *Part 3: Monitoring Forms – Daily Cooling Log for Hot Time-Temperature Controlled for Safety (TCS) Foods.*)

**DO:** Pass out daily cooling log, instructions, and pens or pencils.

**SAY:** Now we will go over how to fill out the daily cooling log.

**Do:** Go over the instructions on how to properly fill out the daily cooling log.

## **Continuing Education Documentation:**

**DO:** Complete the Continuing Education report at the end of this lesson, obtain participant signatures, and file in *HACCP Part 4: Continuing Education and Professional Development.*

Provide each participant with a copy of the certificate of completion attached to this lesson. Remind participants to update their professional development log as required by the School Nutrition Administrator so that compliance with the USDA Professional Standards Rule is adequately documented.

**FOOD SAFETY AND HACCP CONTINUING EDUCATION REPORT**

**(Complete this report and File in HACCP Part 4: Continuing Education and Professional Development)**

**LESSON TITLE:**      **No Time To Teach: Cooling Leftovers Properly**  
\_\_\_\_\_

**DATE:** \_\_\_\_\_

**LOCATION:** \_\_\_\_\_

**INSTRUCTOR:** \_\_\_\_\_

**Lesson Agenda/Outline is attached:**     **Yes**     **No**

<b>PARTICIPANT NAME</b>	<b>SCHOOL</b>

# Certificate of Participation

This is to certify that

completed the

**School Nutrition Services**

**No Time to Teach Lesson:**

**Cooling Leftovers Properly**

providing  $\frac{1}{4}$  hour of continuing education

credit for the School Nutrition Area of

**Food Safety and HACCP: 2620 Food Safety-**

**General**

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Signature of Presenter

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Date