

# No Time To Teach

## Proper Hand Washing Procedures

**Lesson Participants:** School Nutrition Employees

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

**Objective:** For school nutrition employees to be able to properly wash their hands and identify times when hand washing is needed.

### **Materials Needed:**

- Presenter's Script
- Pens or Pencils (one for each employee)
- Example Scenario (one for each employee)
- Copies of continuing education certificate for each participant (see page 6 of this lesson)



# Presenter's Script:

## Proper Hand Washing

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

**SAY:** In the kitchen, hands are a major source for contamination of food. Contamination of foods can lead to food borne illnesses. Proper and frequent hand washing can help prevent the spread of microorganisms to food.

### **Proper Hand Washing:** (10 minutes)

**SAY:** The steps to proper hand washing are:

- First: Wet hands with warm water and apply hand soap.
- Second: Wash hands for 15-20 seconds. Remember to clean between fingers and under fingernails.
- Third: After 20 seconds thoroughly rinse hands under warm water.
- Fourth: Dry hands with air hand dryer, or single-use paper towels.

**DO:** Demonstrate the proper way to wash hands according to the steps above. Let employee(s) practice the steps.

**SAY:** Hand washing should always occur after:

- You handle raw poultry, meat, fish and eggs
- You drink, or eat.
- You use cleaning supplies and chemicals.
- You cough or sneeze.
- You touch your face, hair, clothing/apron, or body.
- You use the bathroom
- You take out the garbage
- You touch dirty dishes or other unsanitary objects, such as washcloths, countertops, or equipment.
- Before you put on or change into a new pair of gloves.

## **Example Scenario: (4 minutes)**

**DO:** Pass out example scenario, pens and pencils.

**SAY:** Now we will go over an example scenario. I will pass out the handout. Read the directions and complete the scenario. We will review once everyone is finished.

## **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.



## Example Scenario

### True or False?

**Directions:** Determine if the statements are true or false and circle the correct letter.

- T    F    Wash your hands every time you touch your hair or face.
- T    F    After sneezing in your hands, you can contaminate food.
- T    F    Re-wash your hands after using the restroom, even if you washed them in the restroom.
- T    F    You should wash your hands with dish detergent.
- T    F    After washing your hands, rinse hands under warm running water.
- T    F    It is acceptable to dry your hands with a dish cloth that is in use.
- T    F    After using cleaning supplies, you only need to change or put on gloves to work with food.
- T    F    You should wash your hands for 5 seconds.

**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: Proper Hand Washing Procedures  
\_\_\_\_\_  
**DATE:** \_\_\_\_\_  
**LOCATION:** \_\_\_\_\_  
**INSTRUCTOR:** \_\_\_\_\_

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

PARTICIPANT NAME	SCHOOL

# Certificate of Participation

This is to certify that

completed the

**School Nutrition Services**

**No Time to Teach Lesson:**

**Proper Hand Washing Procedures**

providing ¼ 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