



STATE OF MICHIGAN
DEPARTMENT OF AGRICULTURE
LANSING

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DATE: November 26, 2008

TO: All Local Health Departments (LHD's)
Attn: Medical Director / Health Officer / Director of Environmental Health
Michigan Department of Agriculture (MDA)
Attn: Food and Dairy Division Managers / Betsy Pash (MDCH), Elgar Brown
(DEQ)

FROM: Becky Peterson, Supervisor
Food Service Program
Food and Dairy Division

Rebecca Peterson

SUBJECT: Cycle 4 Accreditation Field Evaluation Worksheet

In a few months we will begin Accreditation Cycle 4. Statewide training for this cycle went very well, and we at MDA have full confidence that the local health departments will continue to excel in their program evaluations.

As part of MPR review for Cycle 4, the MALEHA MPR Workgroup assisted in developing a second option for review of the program. Option 1 will continue to exist, and the MDA auditors will review files and establishments as before. Option 2 is a way for the auditors to evaluate the health department's active managerial control of their program, and Cycle 4 statewide training held in October and November trained local health departments on how this process is evaluated.

Since those training sessions, the Field Evaluation Worksheet (FEW) used to evaluate the field portion of Option 2 has continually been reviewed by the Food Service Program and local health departments, and it became clear that a simplification of the field worksheet was needed. The Field Evaluation Worksheet was condensed to include only section C and section E, "Inspecting Observation and Performance".

This shortened form was presented to the MALEHA Food Committee, and then to the MALEHA forum. Both groups agreed that this format was more functional.

The shorter form, which is attached, has 17 verification categories which address the risk factors, and 1 category that addresses good retail practices. To receive a MET, you must receive a 70% agreement or better. For MET WITH CONDITIONS, you must receive a score of 60-69%.

For your review, both the complete "Standardization- Field Evaluation Worksheet", and the more condensed "Accreditation- Field Evaluation Worksheet", is attached. Also attached is a chart showing the number of times competency is demonstrated, possible opportunities to demonstrate competency, and the score you would receive in each event.

One other question about Option 2 that has arisen is how to determine the number of inspectors per agency who will be evaluated. If an inspector is conducting routine evaluations, they will be counted in the total number of inspectors on staff. If an inspector is only occasionally doing temporary food evaluations, vending, mobile, or STFU evaluations, they would not be included in that total. This is the same methodology that is currently used in option 1.

As always, if you have any questions or comments, please contact me at 517-241-0141 or at peterstonr2@michigan.gov

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