

State of Michigan



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Department of Agriculture

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DATE: November 19, 2001

TO: All Local Health Departments
Attn.: Health Officer/Director of Environmental Health/Chief Sanitarian

FROM: Vito Palazzolo, Evaluation Officer
Food Service Sanitation Section
Food and Dairy Division

SUBJECT: Foodborne Illness investigation Timelines

Inquiries have been received by the Michigan Department of Agriculture (MDA) requesting clarification on timeliness for the initiation of an investigation of a foodborne illness complaint (MPR 11).

Background

Michigan Food Law of 2000, Act 92, sections 2101(2), 3121(3), 3129 and 3131, provide detail statutory requirements that address the investigations of foodborne illness complaints. These sections also address the requirements that all local health departments shall meet to be in compliance with the minimum program requirements (MPRs).

Timeline Requirements

When developing your policy/procedure manual, it is required that all foodborne illness complaints have an initial investigation within 24 hours of receiving the complaint. Even if the complaint is by one person, an investigation is needed and shall be initiated within the 24-hour timeframe. It has been stated that some policy/procedures allow for one working day, and this is **not acceptable**.

It should also be noted that the original complaint form as filled out by your staff is required to have the time and date the foodborne illness complaint was received, and a date and time when the initial investigation was initiated. Staff need to document these times and dates on the form for compliance with this MPR.

If you have any questions, please contact me at (517) 241-0140.

VAP:khg