

Active Managerial Control (AMC) Self-Assessment

Active managerial control (AMC) enables managers in food service to become proactive and lead food employees in managing safer food handling practices. By using AMC, a facility can reduce the risk of the occurrence of foodborne illness risk factors and provide a safer environment for serving food to customers.

This self-assessment provides your facility with a helpful tool in reviewing how actively you and your staff are managing food safety practices.

Instructions: Please circle Yes (Y) or No (N) to the following questions. Each (Y) will give you 5 or 10 points depending on the question. Once your facility has completed the self-assessment, you may total up the points and see the point system chart to see where you rank in terms of practicing AMC.

			Points Possible	Points Scored
1.	Are the managers certified in food safety (Certified Food Manager, CFM)?	Y N	10	_____
2.	Have all employees with food handling responsibilities received food safety training?	Y N	10	_____
	a. Is employee training tracked & documented?	Y N	5	_____
3.	Are 3 rd party, private, or corporate inspections conducted?	Y N	10	_____
4.	Are thermometers available for use & properly calibrated?	Y N	10	_____
5.	Does the facility have preventative maintenance procedures or contracts for:			
	a. Dishmachine/Sanitizer?	Y N	5	_____
	b. Grease Traps?	Y N	5	_____
	c. Hoods?	Y N	5	_____
	d. Pests?	Y N	5	_____
	e. Refrigerators/Coolers/Freezers?	Y N	5	_____
6.	The facility has procedures to maintain food security by:			
	a. Prohibiting access of non-employees to areas of food preparation & storage?	Y N	5	_____
	b. Locking all windows & doors, enabling only authorized staff within these areas?	Y N	5	_____
	c. Monitoring visitors & delivery personnel?	Y N	5	_____
	d. Reporting unusual activity to the manager on an as needed basis?	Y N	5	_____
7.	Does the facility have formal standard operating procedures that:			
	a. Are written?	Y N	10	_____
	b. Cover a policy on handwashing?	Y N	5	_____
	c. Cover a policy on glove use/barehand contact?	Y N	5	_____
	d. Cover a policy on cleaning & sanitizing food contact surfaces?	Y N	5	_____
	e. Cover a policy on various processes (i.e. cooking, cooling, cold hold, hot hold, reheating, receiving)?	Y N	5	_____

8. Does the facility verify standard operating procedures by:

- | | | | | |
|---|---|---|----|-------|
| a. Documenting food temperatures daily for various processes
(i.e. cooking, cooling, cold hold, hot hold, reheating, receiving)? | Y | N | 10 | _____ |
| b. Actively monitoring sanitizer concentration & usage? | Y | N | 10 | _____ |
| c. Conducting daily food safety inspections? | Y | N | 5 | _____ |
| d. Which logs do you use at the facility? _____

_____ | | | | |

9. The facility has an employee health policy that:

- | | | | | |
|--|---|---|----|-------|
| a. Has ensured that all employees have been trained on employee illness? | Y | N | 10 | _____ |
| b. Provides a record to track employee absence & illness? | Y | N | 5 | _____ |

Total =

120 - 160 Points	Your facility is practicing AMC by setting up policies, training employees, using monitoring practices, and applying corrective actions. For any (N) answered, review that question and consider adding that additional practice to your AMC routine.
65 - 115 Points	Your facility is almost there! There are a couple of AMC practices in place to maintain food safety, but there is room for improvement. For any (N) answered, review that question and consider adding that additional practice to your AMC routine.
0 - 60 Points	Your facility is not yet familiar with AMC, but it is not too late to get started! Consult with your Environmental Health Specialist and he/she can guide your facility through the available AMC resources provided by the Health Department.

Comments: _____

Strengths: _____

Opportunities for Improvement: _____

Facility Name: _____

Facility Address: _____

Owner/Manager Signature: _____ Date: _____

Environmental Health Specialist: _____ Date: _____

