



**Mecklenburg County Health Department**

**Standard Operating Procedure  
Time as a Public Health Control (3-501.19)**

**Facility Name:** \_\_\_\_\_

**Facility Address:** \_\_\_\_\_

Employees must limit the time food is at room temperature to keep it safe. **Time begins** when food is removed from refrigeration at 41F or less or removed from heating at 135F or greater. Food can be displayed or held for service no more than 4 hours. Time can be used for foods prepared at room temperature, (i.e. tuna salad, cut melon) as long as the items are **completely cooled** by approved method before removing from refrigeration for time to begin.

**Menu item held using time** \_\_\_\_\_

*\*\*Any FOOD that is prepared, cooked, and refrigerated must be properly cooled using 3-501.14 before time is used\*\**

**Cooling method (Check if N/A)**  
\_\_\_\_\_

**Describe how you will determine the food is cooled correctly. (Check if N/A)**  
\_\_\_\_\_

**Where is the food held for display and service?** \_\_\_\_\_

**Describe how you will ensure the temperature of the food is correct before time begins.**  
\_\_\_\_\_

**Describe how will you label and identify the food to know when the 4 hour hold time expires.**  
\_\_\_\_\_

**At the end of the 4 hour hold time, any food remaining must be thrown away. How you will ensure that the food is discarded after 4 hours?**  
\_\_\_\_\_

**Additional Information:**

Prepared by: \_\_\_\_\_ Title: \_\_\_\_\_

Signature \_\_\_\_\_ Date: \_\_\_\_\_