Hood River County Health Department, Environmental Health

Our Mission: Is to protect the health of all Hood River County residents by preventing disease, injury, premature death, and disability; promoting healthy lifestyles, behaviors and environment; and responding to disasters, disease outbreaks and epidemics through organized community efforts.
Patricia Elliott, Director.

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Updated on: Wednesday, July 30, 2025

Pre-Plan Review Consultation Application

Packet 1: Initial Review & Consultation

This is the first step of a multi-step plan review process. Please complete and bring this form, along with any other information you have, to our meeting. Helpful items may include floor plan drawings, site-plans, equipment lists, and detailed food preparation methods/processes. Once we have a better understanding of what you want to do, we will guide you through the remaining process.

Who, What, Where?

Facility Name: Facility Address: ☐ *N/A Mobile Facility*
Applicant Name: Applicant Title:
Applicant Email: Applicant Phone:
Applicant Mailing Address:
Are you the *'Primary Food Preparation Contact Person'*? ☐ Yes; ☐ No; ☐ N/A
*If '**No**', who is the 'Primary Food Preparation Contact Person', and how to we contact them?*
Name: *Email:*
Phone: *Mailing Address:*

For non-food establishments, skip ahead to page-6 of this document

What Types of Foods and/or Beverages Do You Plan to Serve?

Please attach additional pages and information, if available.

Describe Where You Will Prepare Food and/or Beverages:

Please attach additional pages and information, if available.

Guidance for a Successful Plan Review

Plan Review often requires several steps:

- Verifying Food Handlers' Certification *(card or test)*;
- Reviewing:
  - Menu(s):
    - Including seasonal and special menus, and food preparation methods;
  - Site plan(s):
    - Help us understand your location(s), including alleys, streets, and outside equipment *(dumpsters, well, septic system and toilet facilities, etc.)*;
  - Floor Plan(s):
    - You will need to show all proposed facilities *(restaurant, mobile unit, commissary kitchen, and/or warehouse)*;
    - Clearly show us the layout of your facility *(drawn to scale if possible)*. Show the locations of walls, sinks, equipment, plumbing, mechanical ventilation, etc.;
  - Proposed Equipment; and
- Any Other Requested Information:
  - We may request information specific to your project.
  - This may include collecting signatures from our partner agencies *(like Building Codes, Fire, and Land-Use Planning)*.

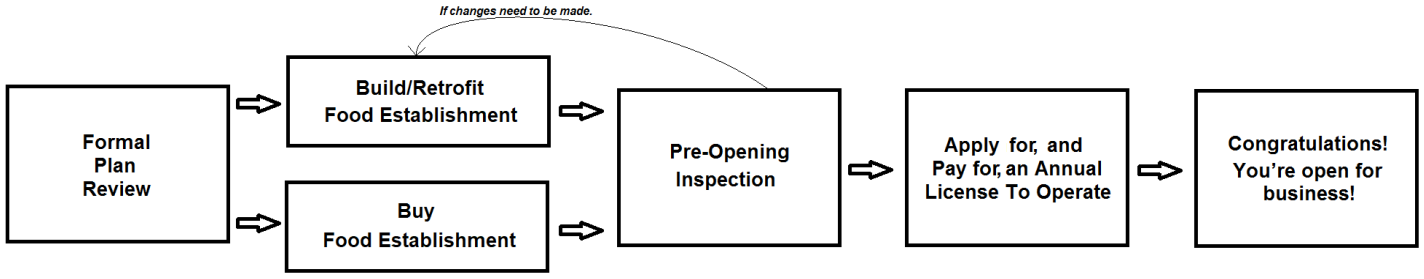
Various forms and templates may be provided to you to assist with your plan development. Remember that we will not proceed with plan-approval until we have all information requested.

Submitting incomplete plans will delay your plan review!

Required Oregon Food Handlers' Certification, *Creating a common food-safety language*:

The Oregon Food Code uses very particular jargon words. Before continuing and developing your plans, study the manual and pass your Oregon Food Handlers' Certification test. Otherwise, there may be confusion causing a delay in your plan review process. Complete the test on the following pages, in our office, or take the test online at: https://www.hoodrivercounty.gov/fh.

Remember that operating a food establishment requires more training and expertise than just passing the Oregon Food Handlers' Certification *(see Chapter 2 of the Oregon Food Code)*. This is meant only as a first step in the plan review and consultation process. We aim to ensure that your business is successful *(and safe)*.



Food Handlers' Certification: *Required for food establishment plan review*

Submit a copy of your certificate (if you have one), or complete the test below and submit it with your application)
*We will **not** proceed with your plan review process until this step is 100% complete.*

Instructions: Take the test by answering the following 20 questions. Pick the best correct answer. Study for, and complete the test, **before** completing the rest of this packet *(we are available to help upon request)*. The purpose of this pre-plan-review-test is to ensure that we share a common food-safety language.

The Food Handlers' Study Manual, is available at: https://www.hoodrivercounty.gov/fh. If you are unsure what an answer is, we are also available to help you (541-387-6885). ***Hint:*** *eliminate the wrong answers first.*

1. What causes foodborne illnesses?
   - A. ☐ People eating food that is contaminated by germs, chemicals and/or toxins.
   - B. ☐ People making mistakes while taking orders.
   - C. ☐ People who overcook food.
   - D. ☐ People who breathe polluted air.

2. When food is contaminated with germs:
   - A. ☐ It smells like compost and separates.
   - B. ☐ It has a musty smell and a dull color.
   - C. ☐ It often looks and smells like any other food.
   - D. ☐ It smells like yeast.

3. A person who works at a restaurant as a server feels sick. They had diarrhea and nausea all night. They feel a little better now and are due to start their work shift this morning. What should they do?
   - A. ☐ They should be very careful and wash their hands often while they are at work.
   - B. ☐ They should call their supervisor and say they feel sick with diarrhea and nausea.
   - C. ☐ They should take antacid medicine and go to work.
   - D. ☐ Both 'A' & 'C' are correct.

4. When a person gets a foodborne illness, it is usually caused by:
   - A. ☐ Food they ate within the last 24 hours.
   - B. ☐ Food they ate anytime within the last few minutes to several days.
   - C. ☐ The last thing they ate.
   - D. ☐ Eating spicy food.

5. At a busy restaurant, a food worker is wearing single-use gloves while making hamburgers and sandwiches. They need to cook more hamburger patties. The worker reaches into the refrigerator, and using their gloved hand, they place 5 raw-beef patties onto the grill. Then, they must:
   - A. ☐ Wash their hands, gloves, and all, and then return to assembling sandwiches and hamburgers.
   - B. ☐ Place the buttered hamburger buns on the grill before washing their hands and then getting new gloves before returning to work assembling sandwiches and hamburgers.
   - C. ☐ Remove their gloves, wash their hands, and then put the gloves they were using back on before returning to work assembling sandwiches and hamburgers.
   - D. ☐ Remove and discard their gloves, wash their hands, and then put on new single-use gloves before returning to work assembling sandwiches and hamburgers.

6. How long should a person scrub their hands with warm soapy water while washing their hands?
   - A. ☐ Quickly so the soap doesn't burn your skin.
   - B. ☐ It doesn't matter if you use soap.
   - C. ☐ Hands should be vigorously scrubbed for 15 to 20 seconds.
   - D. ☐ Hands should be gently massaged for 1 minute.

7. Handwashing is important for food safety because it:
   - A. ☐ Keeps food smells from building up on your hands during your shift.
   - B. ☐ Prevents the spread of germs and cross-contamination.
   - C. ☐ Reassures customers so they feel good about the food you prepare.
   - D. ☐ Prevents food stains from getting on your clothes.

8. Which of the following situations require that you wash your hands?
   - A. ☐ After handling raw meat before handling ready-to-eat foods.
   - B. ☐ After smoking, eating, drinking, and/or using the toilet.
   - C. ☐ After handling dirty dishes.
   - D. ☐ All the above answers are correct.

9. Identify the definition of *"Bulk-Cooling, potentially-hazardous-foods"*:
   - A. ☐ The process of cooling a large portion *(or multiple portions)* of 'potentially-hazardous-foods' from Hot (>135°F) to Cold (<41°F).
   - B. ☐ Rapidly cooling cooked 'potentially-hazardous-foods' within 2 hours from 135ºF to 70°F, and within a total of 6 hours from 135ºF to 41°F or less.
   - C. ☐ Properly cooling food within 4 hours to 41°F or less if prepared from 'potentially-hazardous-foods' ingredients at ambient temperature, such as reconstituted foods and/or canned tuna.
   - D. ☐ All the above answers are correct.

10. If you cut your finger:
    - A. ☐ You are not allowed to work with food.
    - B. ☐ You need to wear a bandage for the rest of the day.
    - C. ☐ You may only use the hand that has not been cut.
    - D. ☐ You must wear a single-use-glove in addition to a bandage over the injury.

11. Which is an example of cross-contamination, that would create a food safety concern?
    - A. ☐ When gloved hands touch onions and then touch French fries.
    - B. ☐ When gloved hands touch lettuce and then touch cabbage.
    - C. ☐ When gloved hands touch raw hamburger and then touch the hamburger bun.
    - D. ☐ When gloved hands touch salami and then touch lettuce.

12. Define 'Danger-Zone':
    - A. ☐ Between 41°F – 135°F, food does not taste good.
    - B. ☐ Below 41°F people can easily get hyperthermia.
    - C. ☐ Between 41°F – 135°F, bacteria will grow on/in 'potentially-hazardous-foods'.
    - D. ☐ Between 71°F – 165°F, bacteria will grow on/in 'potentially-hazardous-foods'.

13. Define 'Potentially-Hazardous-Foods':
    - A. ☐ Contaminated food.
    - B. ☐ Foods that cause cross-contamination.
    - C. ☐ Hot coffee.
    - D. ☐ Foods that support the growth of bacteria when in the temperature 'danger-zone'.

14. Define 'Probe-Thermometer':
    - A. ☐ A device used to tenderize meat.
    - B. ☐ A device used to measure air-temperature in a refrigerator.
    - C. ☐ A device used to measure the internal temperature of food.
    - D. ☐ A device used to measure the temperature of a flat grill top.

15. How do you calibrate a probe-thermometer?
    - A. ☐ Insert the probe into ice-cream and adjust it so that it reads 22°F after it stabilizes.
    - B. ☐ Insert the probe into cold tap water and adjust it so that it reads 55°F after it stabilizes.
    - C. ☐ You can't calibrate probe-thermometers.
    - D. ☐ Insert the probe into an ice-water slurry and adjust it so that it reads 32°F after it stabilizes.

16. Choose the best **two** correct answers: A large pot of cooked beans needs to be saved for tomorrow. The food worker needs to:
    - A. ☐ Leave the beans on the counter for 2 hours so that they don't heat up the refrigerator. Then, put the pot into the walk-in refrigerator to cool overnight.
    - B. ☐ Use a thermometer to whether the beans cool to 70°F within 2 hours, and to 41°F within 4 more hours.
    - C. ☐ Pour the hot beans onto several shallow sheet-pans *(less than 2-inches deep)*. Leave the beans uncovered. The sheet-pans of beans go into the walk-in refrigerator right away. Use the upper shelves. Leave lots of air-space around the *(uncovered)* cooling beans.
    - D. ☐ Put an ice-wand into the beans and then place the pot into the walk-in refrigerator.

17. To prevent food borne illness, raw animal products must be fully cooked to be safe to eat. Match the correct final cooking temperature required by the Oregon Food Code, for each listed food-type:

A. → 165°F	_____ Raw Ground Beef
B. → 155°F	_____ Raw Chicken
C. → 145°F	_____ Raw Pork-Chops
D. → 135°F	

18. A food worker needs to re-heat left-over chili so that it can be placed into the steam-table. To prevent foodborne illness, they must:
    - A. ☐ Place the chili into a steam-table insert pan and then place it into the steam-table early so that it reaches 165°F by lunch time.
    - B. ☐ Place the chili into the steam-table insert pan and slowly heat it so that it doesn't burn.
    - C. ☐ Rapidly heat the chili on the stove top so that it reaches 165°F within 2 hours before placing it into the steam-table.
    - D. ☐ Rapidly heat the chili on the stove-top so that it reaches 125°F within 4 hours before placing it into the steam-table.

19. After properly bulk-cooling left-over rice in the evening of Monday, December 19th, 2023, a food worker asks their manager how to properly date-label the rice. Which is **not** allowed by the Oregon Food Code:
    - A. ☐ The worker writes *'Tuesday Rice'* on the label.
    - B. ☐ The worker writes: *'12/25'* on a sticker, on the container of rice.
    - C. ☐ The worker uses a sharpie to write: *'12/19'* the plastic wrap cover.

20. The food establishment operator is ultimately responsible to prevent foodborne illnesses at their facility:
    - A. ☐ True
    - B. ☐ False

Plan Review for Non-Food Establishments:

Hood River County Health Department, Environmental Health Division, is responsible for regulating and inspecting a variety of different facility types. These include:

- Restaurants/Bars;
- Mobile Food Establishments;
- Temporary Restaurant/Event Venders;
- Tourist Facilities:
  - Traditional hotel/motels;
  - Multi-unit 'short-term-rental' facilities;
  - Bed & breakfast facilities;
  - Public recreation parks, including picnic parks, campgrounds, and recreational vehicle (RV) parks; and
  - Organizational Camps *(summer camp facilities)*; and
- Swimming Pool and Spa *(hot-tub)* Facilities.

If you wish to discuss the plan review process for any non-food facilities, please describe your proposed facility and operation below.

Please attach additional pages and information, if available.