**Correction Plan for Violations**

INSTRUCTIONS

* Vermont Department of Health Food & Lodging Program observed violations of the regulations during a recent inspection of your establishment. You must correct the violations and come into compliance with the regulations.

**REMEMBER:**

* **Address all violations.**
* **Complete the entire form.**
* **Attach any additional documentation of how you’ve brought the violations into compliance. This may include:**
  + **Photographs**
  + **Receipts**
  + **Training plans**
  + **Etc.**
* You must submit a correction plan to the Vermont Department of Health. You may use this template as the basis for your correction plan.
* Mail or email the correction plan and any supporting documentation to Vermont Dept. of Health, Food & Lodging Program, PO Box 70, Burlington, VT 05402-0070 or [foodlodging@vermont.gov](mailto:foodlodging@vermont.gov)
* For questions concerning this form, call the Food & Lodging Program at 802-863-7221.

**I certify that the information stated by me in this correction plan is true and accurate to the best of my knowledge and that I understand providing false information or omission of information is unlawful and may jeopardize my license status.**

**Printed Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Title:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Establishment Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

1. **Critical Violations**

| **Violation** | **Description** | **How has the violation been corrected?** | **Who at the establishment is responsible for monitoring compliance?** | **How will you ensure future compliance with this requirement?** |
| --- | --- | --- | --- | --- |
| ***EXAMPLE: Section 5-205.3(c) Refrigerated and frozen ready-to-eat potentially***  ***hazardous food was not properly date marked.*** | ***EXAMPLE: Sauces, gravies, and meatballs in refrigerator prepared more than 24 hours ago were not marked with a date.*** | ***EXAMPLE: The particular sauces, gravies and meatballs identified at the inspection have been discarded, and staff have been trained on the proper date marking requirements for ready-to-eat potentially***  ***hazardous food.*** | ***EXAMPLE: The restaurant manager is responsible for ensuring compliance with the date marking requirements.*** | ***EXAMPLE: We have incorporated confirmation that refrigerated and frozen ready-to-eat potentially***  ***hazardous foods are properly date marked into our daily checklist. The restaurant manager will complete the checklist daily to ensure that staff have date marked any newly prepared foods in the refrigerator and freezer. Training policies have been updated to reflect these changes.*** |
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1. **Other Violations**

| **Violation** | **Description** | **How has the violation been corrected?** | **Who at the establishment is responsible for monitoring compliance?** | **How will you ensure future compliance with this requirement?** |
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