

Fun On The Farm: Agritourism Workshop 2018



Table of Contents

Workshop Agenda 1

How to prepare food safely 3

 Handwashing for Employees..... 5-6

 Don't Forget to Wash Flyer 7

 Temperature and Time Requirements for Food Fact Sheet 8-9

 Special Event Food Stand Fact Sheet 10-12

 Special Event Food Stand Checklist..... 13-16

Keeping your animals and visitors healthy 17

 Keeping Visitors Safe at Your Agritourism Business..... 18-19

 Corn Maze Safety Checklist 20

 Hayride Safety Checklist..... 21

 Insurance Discussion Sheet 22-23

 Agritourism Best Practices Checklist..... 24-25





Fun On The Farm: Agritourism Workshop



**Presented by the Minnesota Department of Health (MDH)
and the Minnesota Department of Agriculture (MDA)**

**Exploring human and environmental health issues at agritourism events and operations,
including apple orchards, pumpkin patches, and working farms that host the public**

Agenda

- 5:30 p.m. Registration, Boxed Dinners, Networking
- 6:00 p.m. Welcome and Introductions
- 6:10 p.m. Environmental Health- Everything you need to know
Russ Connery (MDA), Nicole Hedeem (MDH-EH)
 - o Food safety and licensing requirements
 - o How to find your inspector
- 7:00 p.m. Environmental Health Q&A with MDA and MDH
- 7:10 p.m. Break
- 7:20 p.m. Human Health Issues at Agritourism Operations
Carrie Klumb and Joni Scheftel (MDH-EPI)
 - o Corn maze, hayride, and corn pit safety
 - o Working farm safety issues
 - o Best practices for human-animal interactions
- 8:10 p.m. Human Health Q&A with MDH
- 8:20 p.m. Wrap-up and evaluations
- 8:30 p.m. Workshop concludes





How to prepare foods safely

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Key points

- If you have been ill with vomiting and/or diarrhea you should not help prepare food for at least 24 hours after your symptoms have ended.
- Practice good hand hygiene by washing your hands with soap and water frequently and limit bare hand contact with ready-to-eat foods by using gloves, utensils or deli tissue.
- Keep hot foods at or above 140°F and keep cold food at or below 41°F.
- Cook potentially hazardous foods to the correct temperatures and use a thermometer to check food temperatures.
- Keep ready-to-eat foods separate from raw meats to avoid cross contamination.
- If you are serving food, have people eat first and then visit the animals.
- You might need a food license for your operation.
- Contact your area inspector before a food event.

Notes



Notes



Handwriting practice lines consisting of 28 horizontal dashed lines.

Handwashing for Employees

How to wash your hands

1. Wet your hands
2. Apply soap
3. Rub your hands for 10 to 15 seconds
4. Rinse your hands
5. Dry your hands
6. Keep hands clean

The entire process must last at least 20 seconds. Gloves, wet-wipes or hand antiseptics are not substitutes for handwashing.

When to wash your hands

Wash your hands as often as possible. It is important to wash your hands:

- Before starting to work with food, utensils, or equipment
- Before putting on gloves
- When switching between raw foods and ready-to-eat foods
- After handling soiled utensils and equipment
- After coughing, sneezing, using a tissue or using tobacco products
- After eating and drinking
- After touching skin, face or hair
- After handling animals
- After using the bathroom
- As often as needed during food preparation and when changing tasks

Where to wash your hands

Only wash your hands in sinks designated for handwashing. Do not wash your hands in utensil, food preparation or service sinks.

Do not block the area around handwashing sinks or stack items, such as soiled utensils, in them. Do not use handwashing sinks for any other purpose.

Keep handwashing sinks clean and well stocked. Handwashing sinks must have:

- Warm running water
- Soap
- Disposable towels, a continuous towel system, or a heated-air hand drying device
- Sign or poster reminding employees to wash their hands

Hand antiseptics

Hand antiseptics are usually gels or liquids that can be rubbed on clean, dry hands after handwashing. Hand antiseptics can reduce the number of disease causing bacteria on clean hands, but are not a replacement for proper handwashing.

When used after proper handwashing, hand antiseptics can provide additional food protection. Wash hands properly before using a hand antiseptic.

Alcohol based hand antiseptics are not effective against norovirus, the most common cause of foodborne illness.

Resources

[Minnesota Department of Health Food Business Safety](http://www.health.state.mn.us/divs/eh/food/index.html)
(<http://www.health.state.mn.us/divs/eh/food/index.html>)

[Minnesota Department of Agriculture Food Safety](http://www.mda.state.mn.us/food/safety.aspx)
(<http://www.mda.state.mn.us/food/safety.aspx>)

Minnesota Department of Health
Food, Pools, and Lodging Services
PO Box 64975
St. Paul, MN 55164-0975
651-201-4500
health.foodlodging@state.mn.us
[Food, Pools, and Lodging Services](http://www.health.state.mn.us/divs/eh/fpls/index.html)
(<http://www.health.state.mn.us/divs/eh/fpls/index.html>)
[Minnesota Department of Health District Offices](http://www.health.state.mn.us/about/dist.html)
(<http://www.health.state.mn.us/about/dist.html>)

Minnesota Department of Agriculture
Food and Feed Safety Division
625 Robert Street N
St. Paul, MN 55155-2538
651-201-6027 or 1-800-697-AGRI
mda.info@state.mn.us
[Minnesota Department of Agriculture](http://www.mda.state.mn.us/food)
(<http://www.mda.state.mn.us/food>)

MARCH 2018

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651-201-4500 or 651-201-6000.*

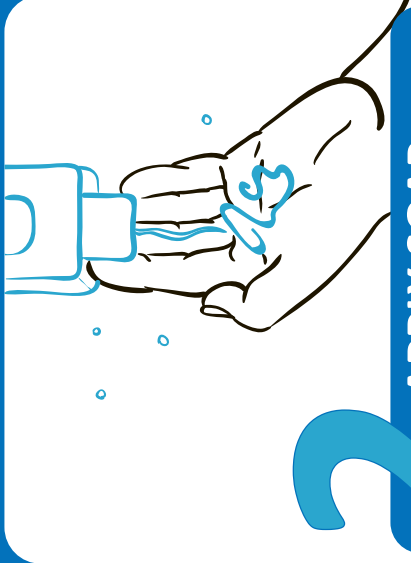
Printed on recycled paper.

DON'T FORGET TO WASH



WET YOUR HANDS

1



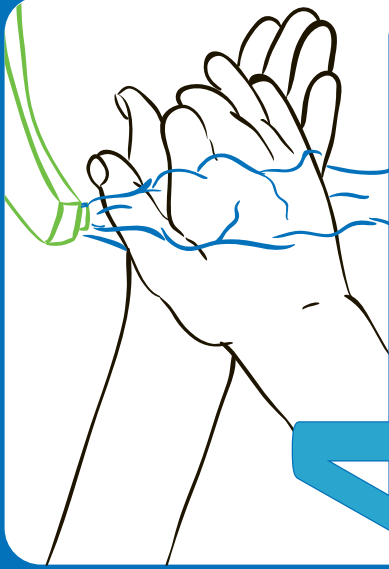
APPLY SOAP

2



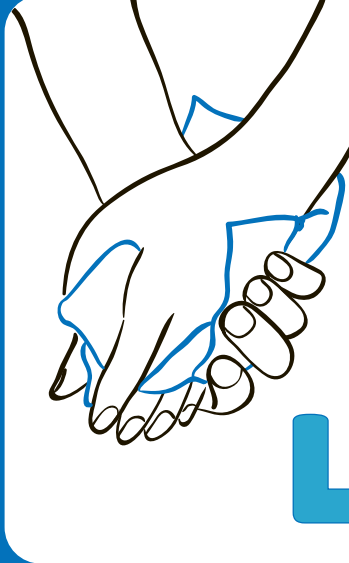
WASH YOUR HANDS
for 20 seconds

3



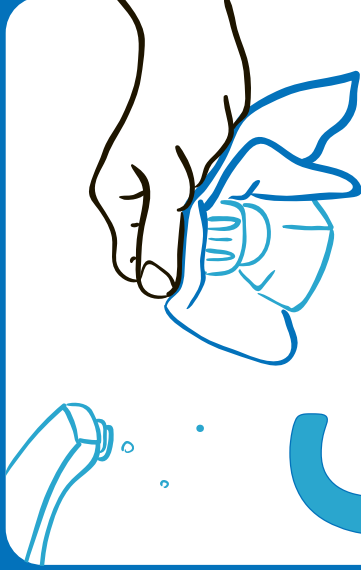
RINSE WELL

4



DRY YOUR HANDS

5



TURN OFF WATER
with paper towel

6

m DEPARTMENT
OF HEALTH

651-201-5414, www.health.state.mn.us

Don't forget to scrub between your fingers,
under your nails, and the top of your hands.

Temperature and Time Requirements for Foods

Temperature and time are the most important factors for controlling growth of disease-causing bacteria in food. This fact sheet will help foodworkers use time and temperature to ensure safe food and reduce the risk of foodborne illness.

Temperature danger zone

- Temperature danger zone is between 41°F and 140°F.
- Keep hot food hot and cold food cold. Always use a thermometer to check food temperatures.
- Potentially hazardous foods must pass through the temperature danger zone as quickly as possible.

Cooking raw animal foods

The table below shows minimum cooking requirements for some common raw animal foods.

Food	Internal Temperature and Time
Poultry Wild game Stuffed fish, meat, pasta or poultry Stuffing containing fish, meat or poultry	165°F for 15 seconds
Chopped or ground meat, fish, and commercially raised game Pork Ratites Injected or tenderized meats Eggs for hot holding	155°F for 15 seconds or 150°F for 1 minute or 145°F for 3 minutes
Fish Meat Commercially raised game Eggs for immediate service	145°F for 15 seconds

The [Cooking Beef and Corned Beef Roasts](#) fact sheet summarizes cooking requirements based on oven type and weight of roast.

Cooling foods

- Cool hot foods from 140°F to 70°F within two hours and to 41°F within four hours of reaching 70°F.
- The faster foods are cooled, the better.

Cold holding foods

- Maintain cold foods at 41°F or below.
- Frozen foods must remain frozen.

Hot holding foods

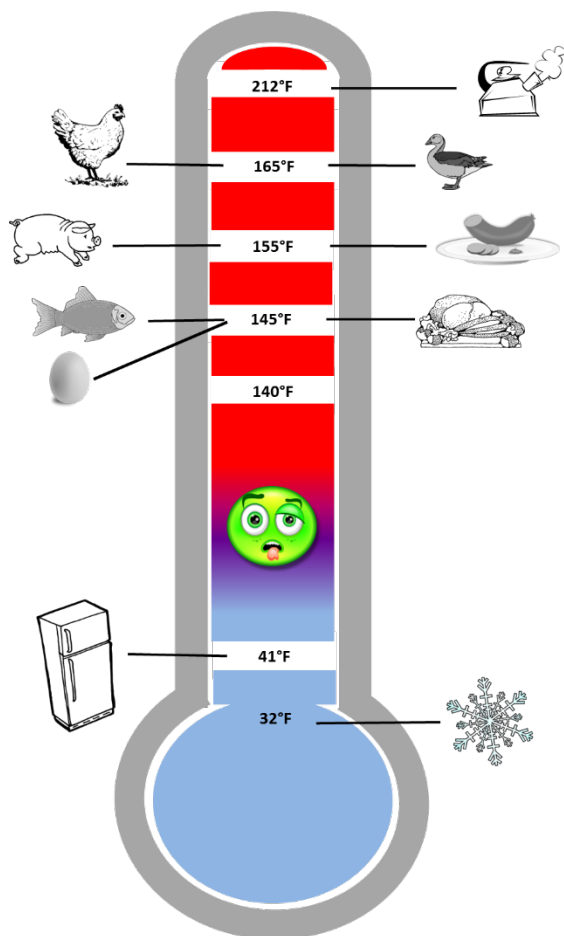
- Maintain hot foods at 140°F or above.
- Properly cooked roasts may be held at 130°F or above.

Reheating foods

- Food made in-house and reheated for hot holding must reach an internal temperature of at least 165°F for 15 seconds.
- Food made in a food processing plant, opened in the food establishment, and reheated for hot holding must reach a temperature of 140°F.
- Reheat foods rapidly, within two hours.

TEMPERATURE AND TIME REQUIREMENTS FOR FOODS

- Food that has been cooked and cooled properly may be served at any temperature if it is going to be served immediately.



Microwave cooking and reheating

If cooking or reheating foods in a microwave, heat all parts of the food to 165°F. Cover and rotate or stir the food during the process. Afterwards, allow the covered food to stand for two minutes before serving.

Resources

Licensing

(<http://www.health.state.mn.us/divs/eh/food/license/index.html>)

Food Business Safety

(<http://www.health.state.mn.us/divs/eh/food/>)

Minnesota Department of Health
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651-651-4500
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MDH DISTRICT OFFICES

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Rochester	507-206-2700
St. Cloud	320-223-7300

3/2018

To obtain this information in a different format, call: 651-201-4500.

Special Event Food Stand

A special event food stand is a food establishment which is used in conjunction with celebrations and special events, and which operates for no more than ten total days within the applicable license period. All food stands must operate in compliance with the Minnesota food code. This fact sheet provides information about licensing and operating a special event food stand in Minnesota.

Licensing

The menu and location of operation determine which agency is responsible for licensing. To determine which agency will issue a license see the [Licensing](#) website.

Contact the appropriate agency, and submit a completed license application and required fee at least 14 days prior to operating a special event food stand.

Location and construction

Special event food stands must comply with the following location and construction requirements:

- Locate the stand away from possible contamination sources and provide a canopy or other form of overhead protection.
- Construct the stand or locate it so that it is protected during bad weather. If the food is not adequately protected from weather, dust, and debris, you cannot operate the food stand.
- Protect food preparation and cooking areas from the public by a shield or separation distance.
- Provide smooth, durable and easily cleanable floor, wall, and ceiling surfaces. Acceptable floor surfaces include vinyl, sealed wood, concrete, machine-laid asphalt, or other materials that effectively control dust and mud, and sloped for drainage.

- Operate in compliance with all applicable gas hook-up and service, electrical and fire code requirements.

Equipment

Menu and process determine the type of equipment required and whether a special event license can be issued.

- Cold potentially hazardous foods must be held at 41°F or below. Adequate mechanical refrigeration is required for potentially hazardous foods held longer than 4 hours.
- Drained ice may be used to cool beverages in watertight containers.
- Hot potentially hazardous foods must be held at 140°F or above. Domestic slow cookers are not allowed.
- If multiuse utensils are used, dishwashing facilities must be available including at least three compartments large enough to accommodate immersion of the largest equipment and utensils. Provide adequate space for air-drying utensils.

Water supply

Water must be from an approved source. Some approved sources are a public water supply system or commercially bottled drinking water.

Water tanks must be easy to clean, big enough to meet the needs of the food stand,

and constructed of an approved, non-toxic material. Hoses used to obtain water must be of food grade quality and have an approved backflow prevention device.

Wastewater disposal

Dumping any wastewater onto the ground or storm sewer is not allowed. Use an approved connection to a sanitary sewer, or store wastewater on-site in an approved tank before transporting.

Healthy employees

Employees who have been ill with vomiting and/or diarrhea should not work in a food stand for at least 24 hours after their symptoms end.

Handwashing and limiting bare hand contact

Handwashing station(s) must be set up and operational prior to the start of an event, be easily accessible to all employees and used for no other purpose. To wash hands:

1. Turn water on (temperature between 70°F and 110°F).
2. Rub soapy hands together for 20 seconds.
3. Rinse under running water.
4. Dry hands with disposable towels and turn water off.

Gloves, wet-wipes or hand sanitizers are not substitutes for handwashing. Hands must be washed before working with food, clean equipment and utensils, after smoking, eating or drinking, using toilet facilities or any time hands become contaminated.

Limit bare hand contact with ready-to-eat or cooked foods by wearing disposable gloves

or using utensils, deli tissue, spatulas, tongs or other dispensing equipment.

Food sources

All food, beverages and ice must be obtained from approved sources. Food cannot be prepared or stored in a home. Off-site preparation or storage must be done at a licensed food establishment.

Safe food temperatures

Cook all potentially hazardous food to the following temperatures or hotter: poultry, 165°F; ground beef, gyro, 155°F; pork, 155°F; shell eggs, 145°F; beef steak, 145°F.

Hold hot foods at or above 140°F. Hold cold foods at or below 41°F. Never thaw foods on the counter. Provide accurate thermometers for checking food temperatures and in all refrigeration units.

Avoid cross-contamination

Do not cross-contaminate ready-to-eat foods with raw meats, poultry and fish. Common cross-contaminated items may include cutting boards, cooking utensils, cloths, aprons and hands.

Ice must be stored and handled as a food product. Drained ice used to cool beverages must not be used in drinks or food preparation.

Cleaning and sanitizing

Utensils and equipment must be washed, rinsed, sanitized and air dried after each use in an approved sanitizer at the required strength and contact time.

Approved sanitizers may include chlorine bleach, quaternary ammonium or iodine. Always follow label instructions. Provide an appropriate test kit to check the concentration of the sanitizer used.

Provide single service disposable utensils (i.e., plates, forks, spoons, and cups) for eating and drinking purposes.

Resources

Licensing

(<http://www.health.state.mn.us/divs/eh/food/license/index.html>)

Food Business Safety

(<http://www.health.state.mn.us/divs/eh/food/>)

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March 2018
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651-201-4500.*



Special Event Food Stand Checklist

USE THIS CHECKLIST WITH THE SPECIAL EVENT FOOD STAND FACT SHEET

License

- ☐ What is the location, dates and times of the event?
- ☐ What is the proposed menu and how much food?
- ☐ Have you discussed your plans for the event with your inspector?
- ☐ Have you submitted a completed Special Event Food Stand application and required fee to the appropriate licensing agency 14 days prior to operating at the event?

Facilities

Location and protection

- ☐ Is the stand located away from possible contamination sources?
- ☐ Is the stand constructed or located so that it is protected during bad weather?
- ☐ Is a canopy or other form of overhead protection provided?

Floors, walls and ceilings

- ☐ Is the stand located on a surface that controls dust and mud?

Handwashing

- ☐ Is the handwashing sink(s) set up and operational prior to the start of an event, easily accessible to all employees and used for no other purpose?
- ☐ Does the stand have a handwashing sink(s) supplied with running water under pressure or by gravity with a faucet at a temperature between 70°F and 110°F?
- ☐ Is the handwashing sink(s) supplied with soap, nailbrush and disposable towels?

Utilities

- ☐ Is the stand operating in compliance with all applicable gas hook-up and service, electrical and fire code requirements?

Trash

- ☐ Are adequate number of receptacles for trash and garbage provided?

Chemical storage

- ☐ Are chemicals properly labeled and stored away from food, equipment, utensils and single-service items?

Equipment

Dishwashing

- ☐ If multiuse utensils are used, are dishwashing facilities available which consist of at least three compartments large enough to accommodate immersion of the largest equipment and utensils?
- ☐ Is adequate space for air drying utensils provided?
- ☐ Are single service disposable utensils (i.e., plates, forks, spoons, and cups) provided for eating and drinking purposes?

Refrigeration

- ☐ Is adequate mechanical refrigeration available for potentially hazardous foods held longer than 4 hours? For less than 4 hours, dry ice or frozen freezer packs may be used as long as food is maintained at 41°F or below.
- ☐ If ice is used to cool beverages is it properly drained?

Cooking

- ☐ Is equipment provided for adequately cooking and maintaining required temperatures of hot potentially hazardous foods? Domestic slow cookers are not allowed.

Thermometers

- ☐ Are accurate thermometers provided for monitoring food temperatures and in all refrigeration units?

Water supply

- ☐ Is the water supply from an approved source (i.e., public water supply system, commercially bottled drinking water)? Approved backflow prevention is required.
- ☐ If water tank(s) and hoses are used are they made of food grade material?

Wastewater

- ☐ Is the wastewater discharged into an approved sanitary sewer system or stored on-site in an approved tank before transporting? Dumping any wastewater onto the ground or storm sewer is prohibited.

Food handling

Food sources

- ☐ Are all food, beverages and ice obtained from approved sources? Food cannot be prepared or stored in a home. Food may be prepared or stored at a licensed food establishment.

Food preparation

- ☐ Are all potentially hazardous food cooked to the following temperatures or hotter: poultry, 165°F; ground beef, sausage, gyro, 155°F; pork, 155°F; fish, shrimp, shell eggs, 145°F, beef steak, beef roast, lamb, 145°F?
- ☐ Is bare hand contact limited with ready-to-eat or cooked foods by wearing disposable gloves or using utensils, deli tissue, spatulas, tongs or other dispensing equipment?
- ☐ Is food thawed in the refrigerator? Never thaw foods on the counter.

Cold and hot holding

- ☐ Are cold foods held at or below 41°F?
- ☐ Are hot foods held at or above 140°F? If food is reheated for hot holding it must reach 165°F.

Food protection

- ☐ Is food protected from cross contamination by separating raw meats, poultry and fish from ready-to eat foods during storage, preparation, holding and display?
- ☐ Are the food preparation and cooking areas protected by a shield or separation distance to ensure customer safety and to prevent food contamination by customers?
- ☐ Is ice handled and stored as a food product? Drained ice used as a cooling medium must not be used in drinks or food preparation.
- ☐ Are condiments dispensed in single service type packaging, in pump style dispensers or in squeeze bottles, shakers or similar dispensers to prevent contamination?
- ☐ Is all food, equipment, utensils and single service items stored off the floor and protected from contamination?

Cleaning and sanitizing

Dishwashing

- ☐ Are utensils and equipment washed, rinsed, sanitized and air dried? Towel drying is prohibited.

Wiping cloths

- ☐ Are wiping cloths stored clean and dry or in an approved sanitizer at the required strength?

Sanitizers

- ☐ Are approved sanitizers (i.e., chlorine bleach, quaternary ammonia or iodine) used for sanitizing food contact surfaces, equipment and wiping cloths?
- ☐ Are sanitizers used at the appropriate strength and contact time? Always follow sanitizer's label instructions.
- ☐ Is an appropriate test kit used to check the concentration of the sanitizer? Sanitizer test kits can be purchased from restaurant supply companies and chemical suppliers.

Employees

Person in charge

- ☐ Is there a person in charge (PIC) present during all hours of operation?

Handwashing

- ☐ Are employees washing their hands?
- ☐ Have employees been trained how to wash their hands? To wash hands: 1. Turn water on. 2. Rub soapy hands together for 20 seconds. 3. Rinse under running water. 4. Dry hands with disposable towels and turn water off.
- ☐ Have employees been trained when to wash their hands? Wash hands before working with food, clean equipment and utensils, after smoking, eating or drinking, using toilet facilities or any time hands become contaminated. Gloves, wet-wipes or hand sanitizers are not substitutes for handwashing.

Health

- ☐ Are employees who have been ill with vomiting and/or diarrhea not working in the food stand for at least 24 hours after their symptoms end?

Hygiene

- ☐ Do the employees dress in clean clothing and wear an effective hair restraint such as a hairnet, hat or scarf?

Resources

Food Business Safety

www.health.state.mn.us/divs/eh/food/

Minnesota Department of Health

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JULY 2015
REVISION 2.0

Zoonotic Diseases Epidemiologist

Key points

- Animals can have germs that may make people sick without making the animal sick.
- It is essential to provide handwashing stations with running water for your guests.
- The best way to stay healthy is to wash your hands after visiting the animals and before eating.
- If you are serving food, have people eat first and then visit the animals.
- A one-way flow of traffic design is ideal for animal contact venues.

Notes

This image shows a full page of handwriting practice paper. It features ten identical rows of horizontal guidelines. Each row consists of three parallel lines: a solid top line, a dashed middle line, and a solid bottom line. These lines are evenly spaced across the entire page to help children learn letter height and placement. The background is white, and there are no other markings or text present.

Keeping Visitors Safe at Your Agritourism Business

Are farm tours safe?

Farm tours give people of all ages an exciting opportunity to interact with animals face-to-face. This allows people to learn more about animals and agriculture, but it can also put people at risk for becoming ill from farm animals.

What are zoonotic diseases?

Zoonotic diseases are infectious diseases that can be spread between animals and people. Some examples include:

- *Campylobacter*
- *Salmonella*
- *E. coli O157:H7*
- *Yersinia enterocolitica*
- *Cryptosporidium*

The symptoms include can diarrhea, abdominal pain, fever, vomiting, cramps, and bloody diarrhea. People with mild symptoms usually recover without treatment. However, these illnesses can lead to hospitalization.

Is it common to find these types of germs on a farm?

Yes, some germs occur naturally in the intestines of healthy livestock and poultry and are passed in the animals' feces. Even if an animal appears healthy, it could still pass these germs to people.

How do people get sick from these germs?

People get sick from these germs by swallowing them. They may end up on your hands after contact with typical farm and petting zoo animals and their environments. Once the

germs are on your hands, you can accidentally transfer them to your mouth while eating, drinking, or during other hand-to-mouth activities such as smoking or thumb sucking.

Young animals are especially likely to have these germs because they have not had a chance to become immune to them.

How can I reduce my visitors' risk of getting sick?

- Position fully stocked handwashing stations with running water and soap where guests will use them after visiting animals. Stations should be accessible to children and persons with disabilities.
- Hand sanitizer should supplement, not replace, soap and water, because it does not kill parasites like *Cryptosporidium*.
- Do not allow visitors into pens. Only allow petting of animals over/through barriers.
- Manure/soiled bedding should not be transported through public areas.
- Remove from exhibit animals showing signs of illness such as diarrhea, skin lesions, or coughing.
- Have transition areas between non-animal and animal areas. Signage should be at the entrances (i.e., no food or drink allowed in animal areas). Exit areas should have handwashing stations so that visitors cannot miss them.
- Keep food, drinks, baby bottles, pacifiers, toys, and strollers out of animal areas.
- Supervise children younger than 5 years old while with the animals and during handwashing. Young children are more likely to get sick because they are more likely to put their hands in their mouth.

What animals carry which germs?

Table 1. Types of germs commonly found in farm animals

Species	Bacteria	Parasite	Fungus	Virus
Cattle	<i>Campylobacter</i> <i>Salmonella</i> <i>Escherichia coli</i> O157:H7 <i>Leptospira</i> <i>Coxiella burnetii</i> (Q fever)	<i>Cryptosporidium</i>	Dermatophytosis (Ringworm)	
Sheep	<i>Campylobacter</i> <i>Salmonella</i> <i>Escherichia coli</i> O157:H7 <i>Coxiella burnetii</i> (Q Fever)			
Goats	<i>Campylobacter</i> <i>Salmonella</i> <i>Escherichia coli</i> O157:H7 <i>Coxiella burnetii</i> (Q Fever)			
Llamas	<i>Campylobacter</i> <i>Salmonella</i> <i>Escherichia coli</i> O157:H7			
Pigs	<i>Campylobacter</i> <i>Salmonella</i> <i>Leptospira</i> <i>Yersinia enterocolitica</i>		Dermatophytosis (Ringworm)	Influenza
Chickens, ducks, turkeys	<i>Campylobacter</i> <i>Salmonella</i>		Dermatophytosis (Ringworm)	Influenza
Rabbits			Dermatophytosis (Ringworm)	

Table 2. Common symptoms in animals and humans

Germ	Symptom in Animals	Primary Symptoms in Humans
<i>Campylobacter</i>	Diarrhea (cattle, sheep, and goats may have abortions)	Diarrhea, fever
<i>Salmonella</i>	Cattle may have fever, diarrhea, and abortion	Diarrhea, fever
<i>E. coli</i> O157:H7	None	Bloody diarrhea, cramps
<i>Cryptosporidium</i>	Calves may have diarrhea and scours	Watery diarrhea, fever, nausea, vomiting

Corn Maze Safety Checklist



No.	Inspection Item	Present	Needs Correction	Date Corrected
1	Are there signs posted at the entrance to the maze so visitors know where to enter the maze?			
2	Are there signs posted around the outside of the maze pointing visitors to the entrance and/or exit of the maze?			
3	Are parking lots and roads at least 75 feet away from the maze?			
4	Do the paths in the corn maze have smooth, even walking surfaces?			
5	Are all paths in the corn maze and the areas around the corn maze inspected regularly and kept free of garbage and debris?			
6	Is there a sign posted at the entrance to the maze listing the "maze rules"?			
7	Are there signs and/or information sheets for visitors informing them of "No Smoking" rules?			
8	Are fire extinguishers available to employees monitoring the maze?			
9	Does the local fire department have a copy of your Fire Safety Plan and know the size and exact location of the maze?			
10	Do employees ensure all children under 12 are accompanied by an adult, if the maze isn't designed specifically for young children?			
11	Do employees know not to operate motorized vehicles and other machinery when guests are present?			
12	Do guests have a method to communicate with those monitoring the maze (i.e. flags or cell phones)?			
13	Is a public address system, such as a bull horn or a loud speaker available to those monitoring the maze?			
14	Is there an elevated platform or area where at least two employees are stationed to monitor the maze?			
15	Do employees ensure visitors know how to exit the maze by following the nearest row of corn to the perimeter?			

Resources that can be used to address these checklist items are available at www.safeagritourism.com/Resources. These resources include signs, policies, forms, logs, and other items.

Hayride Safety Checklist



No.	Inspection Item	Present	Needs Correction	Date Corrected
1	Are all hayride routes regularly reviewed to ensure that none cross public roads or highways?			
2	Do the hayride routes avoid steep grades or other hazards?			
3	Does the wagon used for hayrides have sturdy steps and railings?			
4	Is the wagon inspected before each hayride to check for loose boards, sharp edges, and exposed screws or nails?			
5	Is the wagon (and tractor if pulled by a tractor) inspected for safe and efficient operation before each use?			
6	Are harnesses, hitches and safety chains inspected prior to each use?			
7	If a tractor is used for a hayride, does the tractor weigh more than the gross weight of the wagon?			
8	Is only one wagon pulled at a time?			
9	Are guests loaded onto the wagon only after the wagon is hitched to the horses or tractor?			
10	Does the driver prohibit children from riding up front with him?			
11	Is the driver a responsible adult, experienced in pulling wagons?			
12	Does the driver proceed slowly and carefully, prepared to stop at the request of the visitors at any time?			
13	Do employees ensure that children are accompanied by adults?			
14	Are the safety rules communicated to the guests once they are seated and ready for the ride?			
15	Do employees ensure visitors know to remain seated while the wagon is in motion?			

Resources that can be used to address these checklist items are available at www.safeagritourism.com/Resources. These resources include signs, policies, forms, logs, and other items.



Insurance Discussion Sheet

The following information and questions are designed to provide basic guidance for meeting with your insurance agent. These items can be used to start the discussion, but there may be more items to discuss that are specific to your operation.

Choosing an insurance company

- Choose a company whose representatives understand your operation and the risk associated with it. This includes agents, claims adjusters, underwriters, auditors and loss control staff.
- Find out what kind of financial strength the insurance company has. This is an indication of their ability to pay claims. Ask what their A.M. Best Rating is: "A++" is the best.
- Find out what kind of experience they have with operations like yours. How many others do they insure?
- Ask leading questions about your operation and hypothetical (or real) examples of losses. Ensure they can answer your questions. This will help you determine if they can provide the coverages you need.

Meet with your insurance agent regularly to discuss your operation.

- At minimum you should do this prior to opening for the season.
- If open all year, meet at least annually.
- Meet whenever you make a change to your operation, and consider consulting your agent before implementing changes.

Questions for your insurance agent:

- Are there any property or liability exclusions or limitations that will affect my coverages?
- Will I be able to replace my damaged property with the coverages I have purchased?
- Are there any additional coverages I haven't purchased that may help protect my assets if an accident were to occur?
- When will you have someone such as an Underwriter or a Loss Control Inspector come and review my operation? Is there anything I can do to prepare?
- Do I need current certificates of insurance from my vendors? Do they need to list us as additional insureds on their policy? Do the vendors need to have limits equal to or higher than my limits?
- Is there anything specific I will be asked to report to the insurance company, such as gross receipts or number of visitors?
- Do I need to review workers compensation insurance with you?

Questions about documentation for your insurance agent

- Do I need to provide proof to you that my fire extinguishers have been serviced, or just keep records on file at the farm?
- Do you need a copy of my emergency plan and/or documentation that my employees and family have been trained on the plan?
- Do I need to document that the local emergency responders such as the fire department and police visited my farm? Do you need a copy for your files?
- Do you need copies of the all local permits (like a health department permit), or do I just need to keep them on file?

- Do you need copies of completed checklists, photographs or other documentation that demonstrates that safety practices are in place and regularly reviewed for the following items?
 - Hand washing stations and restrooms
 - Signs (appropriate signs posted, legible, in good condition, etc.)
 - Inspections performed (e.g. for slip, trip and fall hazards, equipment in good condition, buildings well maintained, etc.)
 - Log sheets for cleaning, disinfections, refrigerator temperatures, etc.
 - Animals: regular wellness checks from a veterinarian and vaccination records
 - Designated parking and walking areas to help control the flow of traffic
 - Emergency contact numbers posted in a visible place
- Is there anything other documentation or policies that you need copies of or that we need to keep on file?

Keep in mind

- Keeping documentation of all safety strategies, including policies and inspections, demonstrates that you have these elements in place. This is important in the event of an injury on your operation. Sharing this documentation with your insurance company may help them understand your operation better.
- Don't be afraid to ask questions, ask for clarification, or even challenge your agent when something doesn't seem right. It is important that you and your insurance agent work together to ensure you have the coverage you need. The best time to do this is before a claim occurs.

Agritourism Best Practices Checklist

The best practices described below are based on the [Compendium of Measures to Prevent Disease Associated with Animals in Public Settings, 2013](#).

If you are a petting zoo operator, please use this checklist as a tool to design and operate your petting zoo according to the national standards. If you are hiring a petting zoo, please use this checklist to evaluate potential vendors.

Facility Design

- ☐ Handwashing stations
 - ☐ Running water
 - ☐ Accessible for children and persons with disabilities
 - ☐ Plan in place for restocking paper towels, soap, and water
- ☐ Hand sanitizer (should be used as a supplement to soap and water and does not replace soap and water for handwashing)
 - ☐ Plan in place for restocking hand sanitizer
- ☐ Petting of animals only allowed over/through barriers (fences); visitors not allowed in pens
- ☐ No physical contact by the public with chicks, ducklings, reptiles, calves, or dangerous and exotic animals (e.g., primates, wolf pups)
- ☐ No transport of manure/soiled bedding through public areas
- ☐ Transition area at entrance between non-animal and animal areas
 - ☐ Provide stroller and bag storage to keep items out of animal areas
- ☐ Transition area at exit as people leave animal space to non-animal space
 - ☐ Place handwashing stations position near exit so visitors can't miss them

Visitor Education

- ☐ Educational messages in multiple formats (e.g., signs, videos, recorded messages, stickers, bracelets, interaction of staff and visitors, etc.)
- ☐ Signage in transition area at entrance
 - ☐ Animals can carry germs that can make people sick
 - ☐ No food or drink in animal areas
 - ☐ No hand-to-mouth activities in the animal area (i.e., drinking, eating, bottles, pacifiers)
 - ☐ Children under five years old, senior citizens, pregnant women, and people with chronic health conditions or a weakened immune system should be extra careful around animals
- ☐ Signage in transition area at exit

AGRITOURISM BEST PRACTICES

- ☐ Wash hands thoroughly with soap and water immediately after visiting the animals
- ☐ Staff members present to encourage safe animal contact
 - ☐ Remind visitors that animals can carry germs that make people sick
 - ☐ Remind visitors to refrain from risky activities in the animal area (i.e., drinking, eating, bottles, pacifiers)
 - ☐ Remind visitors to wash their hands after visiting the animal area
 - ☐ Remind parents to supervise children with the animals

Animal Care and Management

- ☐ Sick or injured animal(s) immediately removed, especially if they have diarrhea/scours
- ☐ Manure/soiled bedding removed promptly
 - ☐ Limit visitor contact with manure/soiled bedding by restricting access (e.g., use of double barriers, sweeping up walkways, use of solid bottom fencing, etc.)
- ☐ Surfaces, especially pen railings, cleaned daily using soap and water
- ☐ Animals housed in a way that minimizes stress and overcrowding (this will decrease the amount of pathogen shedding in their feces)
- ☐ Feed provided in containers that will not be confused as human food
- ☐ Vaccinate animals against rabies
 - ☐ Those with approved vaccine (e.g., dogs, cats, cattle, horses, sheep, etc.) should be vaccinated for rabies by your veterinarian. Animals without an approved vaccine (e.g., goats, llamas, camels, etc.) may be vaccinated off-label, by your veterinarian.

Staff Education

- ☐ Review best practices and recommendations from the Compendium on an annual basis
 - ☐ Educate staff about the risk for disease and injury associated with animals
 - ☐ Educate staff on how diseases are transmitted from animals to people
 - ☐ Educate staff on prevention messages that should be shared with visitors
- ☐ Ensure staff feel comfortable explaining these concepts to visitors
- ☐ Explain staff members' role(s) in the petting zoo
 - ☐ Teach people about animals
 - ☐ Teach people how to enjoy animals safely by following these best practices



