

LABOR LEAN CHECKLIST



When your kitchen is short on staff, you need teamwork to provide residents with their favorite part of the day – their meals. Below is a list of tasks that need to be done in order to safely provide food to your residents. As you go through the list, if someone on the team does not know how to do the task, simply click on the link for additional information.

✓	TASK	RESOURCE
<input type="checkbox"/>	Run the dishwasher	Ware Washing Video Dishwasher Temperature Log
<input type="checkbox"/>	Use a three-compartment sink	3-Sink Dishwashing Video
<input type="checkbox"/>	Correctly use chemical products	ProClean Solutions
<input type="checkbox"/>	Disinfect surfaces	ProClean Ready to Use
<input type="checkbox"/>	Sanitize food contact surfaces and food carts	Cleaning and Sanitizing Video Sanitizer Log
<input type="checkbox"/>	Start the oven, hood system and steam table	Refer to manufacturer's instructions
<input type="checkbox"/>	Locate website and login information for ordering: • Send Shamrock Representative your email address • Ask Shamrock Representative for training on Shamrock Orders	Website: shamrockorders.com Username: Password:
<input type="checkbox"/>	Identify/locate food preparation needs • Menus and recipes • Diet extensions/spreadsheets • Production worksheets • Temperature logs	Temperature Log
<input type="checkbox"/>	Correctly turn off all equipment	Locate Closing Checklist

✓	THINGS TO CONSIDER	RESOURCE
<input type="checkbox"/>	Do you have a menu that utilizes convenience or speed scratch recipes?	Ask your Shamrock Representative or email NutritionServicesTeam@shamrockfoods.com for more information
<input type="checkbox"/>	Can you incorporate lightly prepped ingredients to your menu?	Markon Ready Set Serve
<input type="checkbox"/>	Can you order puréed molds and pre-thickened liquids?	Purée and Thickened Products Shamrock Direct
<input type="checkbox"/>	Can you have someone prepare food early so you just reheat and serve?	