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**Reinspection Criteria for Hotel, Motel, Tourist Rooming Houses and Bed & Breakfast Establishments**

Due to the amount of time and effort involved in conducting reinspections, the department implemented a reinspection fee on April 1, 2009. This fee will help cover the costs associated with the reinspection as well as provide an incentive for the proper operation of the facility and compliance with the code requirements.

A reinspection and reinspection fees will be required under the following conditions:

**Category 1 – Imminent Hazards**

Whenever an inspection or complaint investigation reveals the existence of a violation that is potentially hazardous to the health and safety of patrons or employees and the violation is not able to be corrected during the inspection or investigation. This requires the inspector to return to the establishment to verify that the violation has been corrected.

**Category 2 – Repeat Violations**

Repeat violations, even if they are corrected during the inspection process. Repeat violations that are documented over 3 consecutive routine or complaint inspections will result in a reinspection and reinspection fee.

**Category 3 – Excessive Violations**

Violations are of such an excessive nature that the potential exists for a hazard to occur. A reinspection and reinspection fee may result after consultation with an immediate supervisor or central office and the decision is made that additional intervention is needed by the inspector to bring the establishment into compliance.

The Following violation(s) will result in a reinspection and reinspection fee, if the violation(s) is not immediately corrected during the inspection process.

1. Operator/employees working while ill with a confirmed communicable disease.
2. Ice used for cooling drinks or food from unapproved/contaminated source.
3. The operator has not tested the well water at a certified laboratory for bacteriological analysis. If the operator has not provided the department the water test results within 20 business days of the violation being noted on the inspection report, a reinspection will occur.
4. The private onsite waste treatment system has failed.  
A reinspection shall occur unless remediation has begun or the operator is currently working with the department of commerce to achieve compliance.
5. Plumbing fixtures such as sinks, toilet facilities, or public or private sewage system are not discharging into approved waste storage containers or systems.
6. The well water does not comply with the applicable water quality standards of ch. NR 809, and an alternative approved source of water has not been provided.

7. Smoke/Fire alarms are not in working order or not installed in required locations and quantities.
8. The lodging facility does not have adequate combustion air supply for gas space heaters.  
Orders shall be written for qualified HVAC personnel to perform the work of providing combustion air for the gas space heater and provide written documentation within 30 days to the department. The gas space heater may not be operated until documentation has been received by the department that the work has been completed. If the department has not received documentation within 30 days a reinspection will occur and a fee assessed.
9. Presence of live insects of public health significance, rodents or other pests in the establishment.
10. Cross-contamination is observed between raw and ready-to-eat foods in Bed & Breakfast establishment.
11. Cross-contamination is observed between food and the cleaning and sanitizing of equipment and utensils in Bed & Breakfast establishment.
12. Chemical sanitization in a low-temperature dishmachine or manual warewashing operation is observed below:
  - a. 50 ppm chlorine in a low-temperature dishmachine,
  - b. 100 ppm chlorine in a manual warewashing operation,
  - c. The ppm indicated by the manufacturer for a quaternary ammonium compound, or
  - d. 12.5 ppm for an iodine solution.
13. During the sanitization process equipment or utensils are observed not exposed to the sanitization process for the proper time period.
  - a. In a hot water manual warewashing operation the utensil surface shall be immersed in the hot water at 171°F for at least 30 seconds. A greater than 2°F difference must be observed for a reinspection to occur.
  - b. Hot water mechanical operation the sanitization rinse fails to achieve a utensil surface temperature of 160°F as measured by an irreversible registering temperature indicator.
14. Chemical sanitization in a manual warewashing operation is observed below 100ppm chlorine in a manual warewashing operation.
15. Utensils or food contact surfaces are observed not sanitized after cleaning before use with another food item.
16. Raw animal food was cooked to a temperature below what is required in the HFS 197.  
A greater than 2°F difference must be observed for a reinspection to occur.
17. Potentially hazardous food that is hot held below a temperature required in HFS 197.  
A greater than 2°F difference must be observed for a reinspection to occur.
18. Potentially hazardous food that is cold held above a temperature as required in HFS 197.  
A greater than 2°F difference must be observed for a reinspection to occur.

## FAQ'S

### What is the charge for reinspection work?

The following is a list of reinspection fees depending on the type of license you have. The reinspection fee increases if additional reinspections are required.

	First Reinspection	Subsequent Reinspection
TRH	\$128	\$170
Bed and Breakfast	\$128	\$170
Hotel (5-30 rooms)	\$218	\$290
Hotel (31-99 rooms)	\$300	\$400
Hotel (100-199 Rooms)	\$379	\$505
Hotel (200+ Room)	\$525	\$700

**If I'm required to have a reinspection on multiple items with different correction dates, is there a charge each time the inspector returns?**

No, the reinspection fee covers all the initial correction dates listed on the routine inspection or complaint.

**What happens if the inspector returns to reinspect and the violations have not been corrected?**

Uncorrected critical violations will result in a subsequent reinspection being performed at a higher cost. If violations remain uncorrected after a second reinspection, the facility may be closed, have their license revoked or suspended, or be referred for legal action.

**Do I pay the inspector for the reinspection and what happens if the reinspection fee is not paid?**

Your public health sanitarian will not collect your reinspection fee, but they will send the paperwork to central office. Central office will bill you for the reinspection fee.

If the reinspection fee is not paid, your license will not be issued for the following licensing year. Additional fees may be assessed as well as your license being voided.

**What happens if I can't get the violations corrected by the compliance date?**

If you run into problems and will not be able to correct the violation(s) before your reinspection date, call your public health sanitarian as soon as possible, and request an extension. If an extension is granted a new reinspection date will be given for compliance. Extensions are the exception rather than the rule, so make sure you have a valid reason for the request. Extensions will not be granted on the day the public health sanitarian arrives to do the reinspection.

**Is there a charge if I request a public health sanitarian to visit my facility?**

Absolutely not, we encourage operators and public health sanitarians to work together to solve problems. We welcome and encourage operators to call if they have questions or problems.