

Derby City Council Food Hygiene Rating Scheme Re-score Timescale Procedure

Request for a Revisit for the purpose of Re-rating

(Effective from 1st February 2023)

Derby City Council has adopted the following procedure to ensure consistency and fairness when deciding when a re-rating inspection is to take place.

The re-rating visit will be carried out within 12 weeks of receipt of the completed 'Request for a Revisit' form **and** payment.

If your business received a poor score for 'Confidence in Management' (i.e., a 20 or more, your score can be found 2nd page of your visit letter) the revisit will take place towards the end of the 12-week period, as evidence of sustained improvement is required.

Hygiene Rating 4	Hygiene Rating 3	Hygiene Rating 2	Hygiene Rating 1	Hygiene Rating 0
The <u>earliest</u> a re-rating can take place will be 2 weeks from receipt of a completed 'Request for a Revisit' form and payment.	The <u>earliest</u> a re-rating can take place will be 3 weeks from receipt of a completed 'Request for a Revisit' form and payment.	The <u>earliest</u> a re-rating can take place will be 4 weeks from receipt of a completed 'Request for a Revisit' form and payment.	The <u>earliest</u> a re-rating can take place will be 5 weeks from receipt of a completed 'Request for a Revisit' form and payment.	The <u>earliest</u> a re-rating can take place will be 6 weeks from receipt of a completed 'Request for a Revisit' form and payment.

Note

- You must not apply for a re-rating visit until you have received your rating in writing. If you do apply before this time, an additional wait time of up to 2 weeks may be added to the timescales stated above.
- The re-rating visit could take place up to 12 weeks from receipt of the Re-visit request form, due to other work commitments of the Team. This may also mean on very rare occasions your re-rating visit may take place a few days before the 'earliest' time stated above.

The Re-Rating Visit

- You can contact the inspecting officer to discuss any improvements you have made before the revisit takes place.
- Your re-rating inspection will be carried out without appointment.
- You will be notified of your new Rating within 10 working days of the re-rating inspection.
- You should be aware that your Rating could go up, down or remain the same.

Publication Re-Rated 4, 3, 2, 1 and 0

The Rating will be published on the Food Standards Agency's website, www.ratings.food.gov.uk approximately five weeks from receiving re-rating letter.

A request for the rating to be published before this time can be requested. The form is available on the Council's website www.derby.gov.uk/food-safeguards. The rating will be published approximately two weeks from receipt of the completed 'Consent for Early Publication of Rating' form.

There are safeguarding options available to you. Further information is available on the Council's website, www.derby.gov.uk/food-safeguards

Publication Re-Rated 5

The rating will also be published on the Food Standards Agency's website, www.ratings.food.gov.uk approximately two weeks from receiving re-rating letter.