

HEALTH DEPARTMENT

Food Handler Data Template

First Name	Middle Initial	Last Name	Street Address	Street Address	City	County	State	Zip Code	Date of Birth	Gender	Home Phone Number	Work Phone Number	Certifying Organization	Certificate Number	Pass Date	Application Date	Certification Date	Expiration Date	Score	Passed
							UT		(MM/DD/YYYY)		(012-345-6789)	(012-345-6789)	(ASSIGNED 2 DIGIT CODE)		(MM/DD/YYYY)	(MM/DD/YYYY)	(MM/DD/YYYY)	(MM/DD/YYYY)	(%)	(Y/N)

Food Handler Training Utah



**HELPING STUDENTS MEET THE
PERFORMANCE OBJECTIVE IN FOODS 1**

**BECKY COX
LONE PEAK HIGH SCHOOL
ALPINE SCHOOL DISTRICT**

Great Thanks!!



**Utah
Restaurant
Association**

All questions regarding food handler permits should go through the restaurant association.

Foods 1 Performance Objective



- Students will complete food and kitchen safety training comparable to that required for the ServSafe Food Handlers Certificate with the option to acquire a food handlers permit (card) from your county Health Department through the Utah Restaurant Association.
- The training is required but the permit(card is not).

Books



- Each school got 10
- You can order more books
- One book per person or a classroom set



Presenting Materials to Students



- PowerPoint or lecture
- Read the book, take notes
- Read the book, do activities in the book
- If you are submitting for food handler cards you must include supplemental material provided by the Utah State Health Department. You might prepare a power point with this information or a worksheet.

Testing

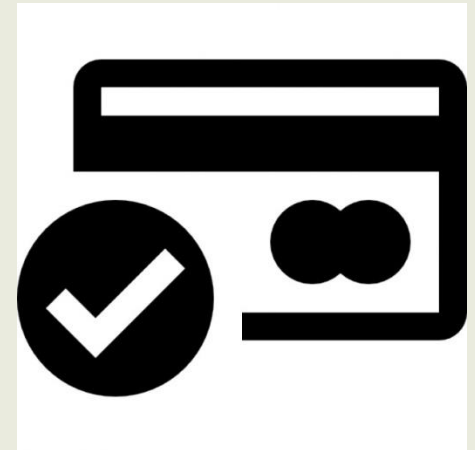


- There is a test provided in the book. If you are going to apply for food handler cards students will need to take this test.
- If they pass the test they earn the NRA certificate in the back of the book. 75% is passing. This certificate is NOT a food handler permit.
- If they pass they can submit for a food handler card if they want one.
- Use a bubble sheet for the test if you like.

Food Handler Template



- Template
- When finished e-mail to the URA
- Send a hard copy to the URA
- Payment
 - Check – you will not get a receipt, mail with teacher, school and contact information, one check please
 - Credit Card – send card information with e-mailed template. URA will send a receipt. 3.5% charge will be added



Food Handler Cards



- These are sent directly to your students from the Health Department in your county.
- They have 30 days to send the cards, some will wait that long.
- Do not contact the Health Department, call the URA if you haven't received them within 30 days.



Deadlines



- 1st Semester/Trimester – October 1
- 2nd Trimester – December 15
- 2nd Semester – February 15
- 3rd Trimester – April 1



Food Handlers Training

Utah – revised 5/15/16

First a great big thank you to the Utah Restaurant Association (URA) for helping us with the materials to make this opportunity possible and for helping students receive food handler permits, if they choose. The contact information for the URA is:

Utah Restaurant Association
5645 South Waterbury Way
Suite D203
Salt Lake City, UT 84121
801-274-7309
info@utahrestaurantassociation.org

Second the performance objective states that students will complete food and kitchen safety training **comparable** to that required for the ServSafe Food Handlers Certificate with the **option** to acquire a food handler permit (card) from your county Health Department through the Utah Restaurant Association. In other words the training is required but the permit is not.

Each school should have been provided at least 10 copies of the ServSafe Food Handler Guide 6th edition. **Remember these are only a guide and resource.** If you are going to offer the opportunity for a Food Handlers Card to your student you will need to go through this information with your students **and** the supplemental information provided by the Utah Restaurant Association required by state law. If you are not offering Food Handler Cards then you need to only complete food safety training comparable to this book. **Remember this is not the only way for students to get Food Handler Cards, they can still do this on their own through your county health department.**

If you would like to purchase more ServSafe Food Handler Guides this can be done through the Utah Restaurant Association. If your district or school would like to purchase a copy of the book for each student please do so.

All questions in regards to food handler permits should be handled through the Utah Restaurant Association. Please use the contact information listed above.

Presenting Information to Students

If you are using the ServSafe Foodhandlers Guide to teach your students there is a variety of ways to get that information to students.

-You may present the material to the students as a class lecture. You can prepare power points or other visuals to share with the students.

The screenshot displays a Microsoft Excel spreadsheet titled "HEALTH DEPARTMENT Food Handler Data Template". The spreadsheet is organized into columns for data entry, with the following headers:

- Personal Information:** First Name, Middle Initial, Last Name, Street Address, City, State, Zip Code.
- Contact Information:** Date of Birth (MM/DD/YYYY), Gender, Home Phone Number (012-345-6789), Work Phone Number (012-345-6789).
- Certification Details:** Certifying Organization (ASSIGNED 2 DIGIT CODE), Certificate Number, Pass Date (MM/DD/YYYY), Application Date (MM/DD/YYYY), Certification Date (MM/DD/YYYY), Expiration Date (MM/DD/YYYY), Score Passed (%), (Y/N).

The spreadsheet is currently on "Sheet1". The "Pass Date" column is highlighted with a green border. The status bar at the bottom indicates the spreadsheet is "READY" and the zoom level is "68%".

VERY IMPORTANT: If you have students from more than one county you will need to do a separate spread sheet for each county.

Remember everything but middle initial must be filled in for each student.

First Name	Student's first legal name
Middle Initial	Student's middle initial, if they don't have one leave it blank
Last Name	Student's last legal name
Street Address	Student's address
Street Address	Student's apartment number, may be left blank
City	Student's city
County	Student's county in which they reside
Zip	Student's zip
Date of Birth	Student's Birthday - use the sample format excluding the parenthesis
Gender	M or F
Home Phone Number	Student's home phone or cell phone number, use the sample format excluding the parenthesis
Work Phone Number or School Phone Number	If they work in food services use this phone number, if not use the school phone number, use the sample format excluding the parenthesis
Certifying Organization	Use SS for every student (stands for ServSafe), exclude the parenthesis
Certificate Number	You make this up – the number doesn't matter, just don't use the same numbers. For example I teach at Lone Peak so my certificate number could be LP20151, next student LP20152, etc.... or 1001, 1002, etc....
Pass Date	This is the date the students take the test. If you have multiple classes on different days, or give a make-up day, use the last day students test as the pass date and you MUST send this template to the Restaurant Association on this date.
Application Date	This date should be the same as the pass date
Certification Date	This date should be the same as the pass date
Expiration Date	This date should be 3 years from the certification date
Score	The percent the student received on the test. 75 or high is passing. Exclude the parenthesis
Passed	Only students who pass should be on this form so all should have a Y

On the pass date you need to e-mail this to the Utah Restaurant Association. In the body of your e-mail please include your full name, your school number and a contact phone number. If you want the cards mailed to you then please include your mailing address. You need to also include information on payment. Either credit card information in the e-mail or let her know a check is being processed.

You also need to mail a hard (printed) copy of template to the Utah Restaurant Association. When you mail this also include your full name, your school name and a contact phone number.

Payment:

Students need to pay \$20 for this Food Handler Card. Remember this card is optional! Work with your school finance people on how to collect this money and how to make payment to the Utah Restaurant Association. If you send payment in the mail (a check) make sure you include your name, school and contact information.

The Utah Restaurant Association will take a check. Please only send one check for all your students. The URA will not issue a receipt.

You can also use a credit card to make a payment. There will be a 3.5% charge to use a credit card. E-mail with the template include the name on the card, the card number, expiration date, security code and zip code for the card. The URA will send a credit card receipt.

Receiving Cards

Cards are sent directly from the county health department to the students. Health Departments have 30 days from the time they receive the testing information to issue the card. If you don't receive it after those 30 days please contact the URA. Do NOT contact the health department directly.

Deadlines

In order to keep this process as simple as possible for the URA the following deadlines have been set for submitting templates and money:

- 1st Semester/Trimester – October 1
- 2nd Trimester – December 15
- 2nd Semester – February 15
- 3rd Trimester – April 1

Appendix A – submitted by Monica Milburn

Name_____ Period_____ Date_____

ServSafe Guide

<p>Summarize pages 1-1, 1-2 and 1-3 in your own words-</p>	<p>Summarize pages 2-1, 2-2, and 2-3 in your own words-</p>	<p>Summarize pages 2-5, 2-6 and 2-7 in your own words-</p>
<p>1-2 Circle the correct answer for each question-</p> <p>1. A B C D 2. A B C D</p> <p>3. A B C D 4. A B C D</p>	<p>On page 2-4 write an x beside the right answer(s)-</p> <p>1. ___A, ___B, ___C, ___D</p> <p>2. ___A, ___B, ___C, ___D, ___E, ___F</p> <p>3. ___A, ___B, ___C, ___D, ___E, ___F, ___G, ___H</p>	<p>On page 2-5 draw an x through the incorrect letter.</p> <p>1. A or B</p> <p>On page 2-7 write an x next to the correct answer(s)-</p> <p>1. ___A, ___B, ___C, ___D</p> <p>2. ___A, ___B, ___C, ___D</p>
<p>Summarize pages 2-8, 2-9 and 2-10 in your own words-</p>	<p>Summarize pages 3-1 and 3-2 in your own words-</p>	<p>Summarize pages 3-4, 3-5 and 3-6 in your own words-</p>
<p>On the page 2-8 put an x through the answer(s)-</p> <p>___A, ___B, ___C, ___D, ___E, ___F, ___G, ___H</p> <p>On page 2-10 put an x through the answer(s)-</p> <p>___A, ___B, ___C, ___D, ___E, ___F</p>	<p>On page 3-3 draw an x through the correct numbers-</p> <p>1 2 3 4 5 6 7 8 9</p> <p>On page 3-3 write an x by the correct answer-</p> <p>1. ___A, ___B, ___C, ___D</p> <p>2. ___A, ___B, ___C, ___D</p> <p>3. ___A, ___B, ___C, ___D</p> <p>4. ___A, ___B, ___C, ___D</p>	<p>On page 3-7 draw an x through the correct answer-</p> <p>1. a or b 2. a or b</p> <p>3. a or b 4. a or b</p> <p>Write an A next to the correct food and a R next to the incorrect-</p> <p>___A, ___B, ___C, ___D, ___E, ___F</p>

Summarize pages 3-8, 3-9, and 3-10 in your own words-	Summarize pages 4-1, 4-2, 4-3, and 4-4 in your own words-	Summarize pages 4-6, 4-7 and 4-8 in your own words-
<p>On page 3-11 write an x through the right answer-</p> <p>1. A or B 2. A or B</p> <p>Write an x by the correct answer-</p> <p>3. ___A ___B 4. ___A ___B 5. ___A ___B 6. ___A ___B</p>	<p>On page 4-5 write an x next to any answer that applies-</p> <p>1. ___A,___B,___C,___D, ___E,___F,___G,___H</p> <p>2. ___A,___B___C</p>	<p>On page 4-7 write an x through the correct numbers-</p> <p>1 2 3 4 5 6</p> <p>On page 4-8 write an x next to the correct answer</p> <p>1. ___A, ___B,___C, ___D</p>

Summarize pages 4-9, 4-10, 4-11, and 4-12 in your own words-	Summarize pages 5-1, 5-2, 5-3 and 5-4 in your own words-	Summarize pages 5-6, 5-7, 5-8, 5-9, 5-10 and 5-11 in your own words-
<p>On page 4-13 circle the right answer-</p> <p>1. A, B, C, D</p> <p>Write an x next to the correct answer-</p> <p>2. ___A, ___B, ___C, ___D 3. ___A, ___B, ___C, ___D 4. ___A, ___B, ___C, ___D</p>	<p>On page 5-5 circle the right answer-</p> <p>1. A or B</p> <p>Number in the correct order-</p> <p>2. ___A,___B,___C,___D,___E, ___F</p> <p>Put an x next to the correct answer-</p> <p>3. ___A,___B,___C,___D 4. ___A,___B,___C,___D 5. ___A,___B,___C,___D</p>	<p>On page 5-9 write an x next to the correct answer-</p> <p>1. ___A,___B,___C,___D 2. ___A,___B,___C,___D</p> <p>Write an x through the correct answer-</p> <p>3. A B C D</p> <p>On page 5-10 write an x through the correct answer-</p> <p>1. A or B</p> <p>On page 5-11 write an x next to the correct answer-</p> <p>1. ___A,___B,___C,___D</p>

Appendix B

Name_____

Period:_____

ServSafe Food Handler Guide

2014 version

Begin on page 1, review the information there. Along the way there will be questions to answer. The answers are in the back of the book, DO NOT go there for answers. Continue going through the book to answer all the questions. **DO NOT write in the book.** Circle or X your answers below.

Page 1-2 1 A B C D 2 A B C D 3 A B C D 4 A B C D	Page 4-5 1 A B C D E F G H 2 A B C
Page 2-4 1 A B C D 2 A B C D E F 3 A B C D E F G H	Page 4-7 1 2 3 4 5 6
Page 2-5 1 A B	Page 4-8 1 A B C D
Page 2-7 1 A B C D 2 A B C D	Page 4-13 1 A B C D 2 A B C D 3 A B C D 4 A B C D
Page 2-8 A B C D E F G H	Page 5-5 1 A B 2 A B C D E 3 A B C D 4 A B C D 5 A B C D
Page 2-10 Watch for Trouble A B C D Report that Illness A B C D E F	Page 5-9 1 A B C D 2 A B C D E 3 A B C D
Page 3-3 Which food needs control? 1 2 3 4 5 6 7 8 9 1 A B C D 2 A B C D 3 A B C D 4 A B C D	Page 5-10 That's Just Garbage A B
Page 3-7 1 A B 2 A B 3 A B 4 A B Does it Stay or Does it go? A B C D E F	Page 5-11 Pest Danger A B C D
Page 3-11 1 A B 4 A B 2 A B 5 A B 3 A B 6 A B	Now go to page A1 & A2 and correct your answers. When complete turn this paper in and pick up the test. Use a scan sheet to record your answers.

Appendix C

Additional teaching material as required by Utah State Law for Food Handler Permits. **If you are not offering Food Handler Permits to you students you do not need to include this information in your class.** Each item indicates if it is already in the Food Handlers Guide or Strands and Standards.

1. How Food Becomes Unsafe: Most foodborne illnesses are caused by microorganisms. Microorganisms are tiny forms of life that are so small you can't see, taste or smell them. They include bacteria, viruses, parasites, fungi and mycotoxins (poison produced by some molds). The growth of bacteria is affected by six conditions: Food, Acidity, Temperature, Time, Oxygen and Moisture. You can remember these thinking of the words FATTOM. Under favorable conditions, bacteria can grow rapidly. *Bacteria, viruses, parasites & fungi are in the Food Handlers Guide 1-1.*

Of these conditions, time and temperature are most easily controlled. To control the growth of bacteria in TCS food, minimize the time that food spends in the temperature danger zone. Some bacteria can produce toxins (poisons) and spores (a durable form of the bacteria). Toxins and spores may not be destroyed by normal cooking temperatures. Always control conditions to reduce bacterial growth. *Food Handlers Guide 3-1, 3-5 and State Strand 1.5.h & i*

2. High Risk Populations: Certain groups of people have a higher risk of getting a foodborne illness due to compromised immune systems. These populations include: preschool-aged children, elderly people and people with compromised immune systems, such as transplant recipients. All of these groups of people tend to have weakened immune systems. *Food Handler Guide 3-9, State Strand 1.5.c*

3. Foodborne Illness: The Food and Drug Administration (FDA) has identified five foodborne pathogens that are highly contagious and can cause severe illness; Salmonella Typhi, Enterohemorrhagic and shiga-toxin producing Escherichia coli (e-coli), Shigella ssp., Hepatitis A and Norovirus. *Salmonella, e-Coli & Hepatitis A are Strand 1.5.B*

4. Report Infected Wounds: Always tell your manager if you have an infected lesion on your hands or wrists unless covered by a finger cot and glove. Cover wounds on the arm with an impermeable cover, such as a bandage. The wound must be completely covered. *Food Handler Guide 3-2, State Strand 1.5.d*

5. How and When to Wash your Hands: Double hand washing is required when using the restroom. Employees must wash their hands in the restroom, and wash hands a second time before returning to food handling duties.

6. Cover Hand Wounds: A hand cut or sore must be cleaned, bandaged, covered with a finger cot, and a glove to prevent food contamination. Any wound not covered this way must be reported to a manager. *Food Handler Guide 3-2, State Strand 1.5.d*

7. Where You Can Eat, Drink, Smoke and Chew Gum or Tobacco: In Utah, smoking is not allowed indoors. Smoking is only permitted outdoors at least 25 feet away from any entrance. *Eating, drinking and chewing gum in Food Handler Guide 2-9. Please review state smoking guidelines.*

8. Date Marking: When date marking food, remember that ready-to-eat TCS foods may be held for 7 days if kept at 41F or lower.

9. Holding Food Without Temperature Control: Cold food may be held without temperature control for up to six hours if you meet these conditions: The food is held at 41F (5C). The cold food must be sold, served or discarded within six hours.

Hot food may be held without temperature control for up to four hours if you meet these conditions: The food is held at 135F (57C) or higher before removing it from temperature control. The food is labeled with a discard time, which is four hours from the time the food was removed from temperatures control. The hot good must be sold, served or discarded within four hours.

10. Cooking TCS Foods: shell eggs for immediate service must be cooked to 145F (63C). Shell eggs that will be hot-held for service reach 155F (68C). Mechanically tenderized or injected meats must be cooked to 155F (68C). Stuffed foods must be cooked to 165F (74C).

11. Cooking Requirements for Specific Types of Food: The only way to reduce pathogens in food to safe levels is to cook the food to its minimum internal temperature. This temperature is different for each food. Once the correct temperature has been reached you must hold the food at this temperature for a specific amount of time. Roasts of pork, beef, veal and lamb may be cooked to alternate cooking times and temperatures depending on the type of roast and oven used. Roasts cooked to lower temperatures must maintain those temperatures for a longer period of time to ensure safety. For example, pathogens in a beef roast will be reduced to safe levels if cooked to an internal temperature of 145F (63C) for 4 minutes. If the same roast were cooked to an internal temperature of 138F (59C), you would need to maintain that temperature for 18 minutes to reduce pathogens to safe levels.

12. Chemical Sanitizing: Three common types of chemical sanitizers are chlorine, iodine, and quaternary ammonium compounds also known as quats. The most critical factors that influence the effectiveness of chemical sanitizers are concentration, temperature, contact time, water hardness and pH. Always follow the sanitizer label directions to ensure the safety and effectiveness of chemical sanitizers. Chlorine sanitizer concentration should be kept between 50-99 parts per million (ppm). Iodine concentrations should be kept between 12.5-25 ppm. Concentrations for quats may vary, always follow the manufacturer's recommendation. *General information on this in Food Handlers Guide 5-4.*

13. Dishwasher Operation: When operating a dishwashing machine, check water temperature, pressure, sanitizer levels, and concentration. Check the temperature of the sanitizing rinse on heat sanitizing machines. Use test strips to check the sanitizer concentration on chemical sanitizing machines. Follow the dishwasher manufacturer guidelines to ensure the effective use of the machine. *Food Handlers Guide 5-8*

14. Approved Suppliers: Food must be purchased from approved, reputable suppliers. These suppliers have been inspected to meet all applicable local, state and federal laws. Any supplier who does not meet these requirements should not be used.

Appendix D
Test Key

1. D
2. C
3. A
4. B
5. B
6. B
7. C
8. C
9. D
10. A
11. A
12. A
13. D
14. C
15. D
16. C
17. C
18. C
19. B
20. D

21. D
22. D
23. D
24. A
25. B
26. C * you may want to review this with
your kids before testing
27. B
28. D
29. B
30. D
31. C
32. A
33. B
34. D
35. B
36. C
37. D
38. C
39. C
40. D

Utah Health Department

Additional items to teach with
ServSafe Food Handler for students
seeking Food Handler Permit

How Food Becomes Unsafe

- Caused by Microorganisms – tiny forms of life so small you can't see, taste or smell.
- Microorganisms include bacteria, viruses, parasites, fungi & mycotoxins.
- Growth is affected by 6 conditions: Food, Acidity, Temperature, Time, Oxygen & Moisture (FAT TOM)
- Time and Temperature are most easily controlled.
- To control bacterial growth in TCS food, minimize the time the food is in the danger zone.
- Some bacteria produces toxins and spores – these may not be destroyed by normal cooking temperatures.

High Risk Populations

- Those at a higher risk for getting a foodborne illness include:
 - Preschool-age children
 - Elderly
 - People with compromised immune systems



Foodborne Illness

- FDA has identified 5 pathogens that are highly contagious and can cause severe illness:
 - Salmonella Typhi
 - Escherichia coli (E-coli)
 - Shigella
 - Hepatitis A
 - Norovirus



Report Infected Wounds

- Always tell your manager if you have an infected lesion on your hands or wrists, unless covered by a finger cot and glove.
- Cover wounds on the arm with an impermeable cover such as a bandage. It must be completely covered.



How and When to Wash Your Hands

- Double hand washing is required when using the restroom.
- Employees must wash their hands in the restroom and wash them a second time before returning to food handling.



Cover Hand Wounds

- A hand cut or sore must be cleaned, bandaged, covered with a finger cot and a glove to prevent contamination.
- Any wound not covered, must be reported to a manager.



Where you Can Eat, Drink, Smoke and Chew Gum or Tobacco

- Eating, drinking, chewing gum or tobacco should be away from food prep areas.
- Smoking is only permitted outdoors at least 25 feet away from any entrance.



Date Marking

- When date marking food, remember that ready-to-eat TCS foods (foods greatly affected by time and temperature) may be held for 7 days if kept at 41F or lower.



Holding Food without Temperature Control

- Cold Food may be held without temperature control for up to 6 hours if the following conditions are met:
 - The food is held at 41F or lower before removing from refrigeration.
 - The food is labeled with discard time (6 hours after removed from refrigeration)
 - Food temperature does not exceed 70F.
 - Sold, served or discarded within 6 hours



Holding Food without Temperature Control

- Hot food may be held without temperature control for up to 4 hours if you met these conditions:
 - Food is held at 135F or higher before removing it from temperature control.
 - The food is labeled with a discard time (4 hours after removal from temperature control).
 - The hot food must be sold, served or discarded within four hours.



Cooking TCS Foods

- Shell eggs for immediate service must be cooked to 145F
- Shell eggs that will be hot-held for service must be cooked to 155F
- Stuffed foods must be cooked to 165F



Cooking Requirements for Specific Types of Food

- Once the correct temperature has been reached, you must hold the food at this temperature for a specific amount of time.
 - Roasts cooked to lower temperatures must maintain those temperatures for a longer period of time to ensure safety.



Chemical Sanitizing

- Three common types of chemical sanitizers
 - Chlorine 50-99 parts per million (ppm)
 - Iodine 12.5-25 ppm
 - Quats – varies, follow directions
- Effectiveness determined by concentration, temperature, contact time, water hardness and pH.
- Follow directions



Dishwasher Operation

- Check temperature, pressure, sanitizer levels and concentration.
- Use test strips to check sanitizer concentration on chemical sanitizing machines.
- Follow directions



Approved Suppliers

- Food must be purchased from approved, reputable suppliers.

