

Employee Food Safety Training Guidance Document - DRAFT

The Employee Food Safety Training Committee was re-created in Issue 2016 II-001 to continue work initiated during the 2014 – 2016 biennium from Issue 2014-II-011. Specific charges for the 2016 – 2018 biennium were to:

1. Identify what a food employee should know about food safety, prioritized by risk.
2. Develop a guidance document to include recommendations for appropriate operator, regulator, and/or third-party food safety training program(s); including the criteria for the program and learning objectives.
3. Report Committee findings and recommendations to the 2018 Conference for Food Protection Biennial Meeting.

This document represents the outputs of the committee, as approved through consensus on November 7, 2017.

Each topic category has been placed in its own section, grouped by contributing factor and foundational knowledge, based on the learning objectives.

Objectives have been defined, as a roadmap for instructional designers and regulators; each objective has been assigned a KSA type (knowledge, skill or ability).

KSA definitions:

Knowledge. Understanding each of the Objectives and Measures in the Employee Food Safety Training program.

Skills. Through training and experience, being able to apply each of the Objectives and Measures in the Employee Food Safety Training program.

Abilities. Being able to effectively and efficiently apply each of the Objectives and Measures in the Employee Food Safety Training program in real-world applications. For example, a foodservice worker can have the knowledge and skills to, “Prevent contamination of fruits and vegetables by avoiding bare hand contact after washing raw, uncut fruits and vegetables.”, however, the foodservice worker may or may not have the ability to effectively and efficiently do it when very busy.

References to the 2013 FDA Model Food Code have been noted and specific measures provided.

Section	KSA Type	Objective	FDA Food Code 2013	Measure
Foundations of Food Safety				
1.1	K	Describe food hazards (including physical, chemical, and biological).	Definition "Hazard"	Lists known food hazards as relates to employee duties.
1.2	K	Understand employee role in controlling food hazards and the impact of their behavior on foodborne illness.	Preface ii	Describes relationship between employee health and hand hygiene, time and temperature activities, prevention of cross-contamination and cross-contact, cleaning and sanitizing, allergen control, and food safety.
Employee Health				
2.1	K	Identify symptoms, diagnoses, or illness exposure that must be reported to a manager according to the FDA Food Code.	2-201.11	Informs manager when experiencing symptoms, diagnosis, or exposure of reportable illness according to the FDA Food Code.
Personal Hygiene and Handwashing				
3.1	K	Identify the role of clean outer clothing in preventing food contamination and allergen cross-contact.	2-304.11	Wears clean outer clothing.

3.2	K, S	Identify when, where, and how to wash hands according to the FDA Food Code.	2-103(D) 2-301.12 2-301.14 2-301.15	Washes hands according to the FDA Food Code.
3.3	S	Apply FDA Food Code standards for fingernails and jewelry.	2-302.11 2-303.11	Applies FDA Food Code standards for fingernails and jewelry.
3.4	K	Recognize where eating, drinking, and tobacco use is allowed.	2-401.11	Eats, drinks, and smokes only in designated areas.
3.5	K	Identify when to use hair restraints to avoid food contamination and which restraints are appropriate according to the FDA Food Code.	2-402.11	Wears appropriate hair restraints when necessary.
3.6	S	Distinguish when and how to use and replace single-use gloves according to the FDA Food Code.	3-304.15	Uses and replaces single-use gloves according to the FDA Food Code.
3.7	K	Describe how to correctly cover an infected wound on the hands or forearms.	2-201.13(I)(1-2)	Covers infected wounds according to the FDA Food Code.
3.8	K	Identify instances when bare hand contact with food is allowed according to the FDA Food Code.	3-301.11	Uses bare hand contact only as permitted by the FDA Food Code.
3.9	K	Understands that some foods will not require a pathogen kill step prior to consumption.	Definitions of "Ready-to-Eat"	Explain ready-to-eat food as relates to employee duties.
3.10	K	Identify adequate barriers to avoid bare hand contact.	3-301.11(B)	Uses suitable barriers to avoid bare hand contact.

Preventing Cross-Contamination

4.1	A	Prevent contamination of ice for consumption.	3-304.12	Stores, uses, and dispenses ice for consumption in a manner that prevents contamination.
4.2	A	Identify potential contamination events associated with consumer self-service areas, specifically with respect to service and ware items.	3-306.13	Notifies a person in charge when a self-service area has potentially become contaminated by customers or employees.
4.3	A	Determine when to replace equipment and utensils with clean and sanitized equipment and utensils; and when to clean and sanitize food contact surfaces.	4-601.11 4-701.10 4-702.11	Replaces equipment and utensils with clean and sanitized utensils, and cleans and sanitizes food contact surfaces, when necessary
4.4	K	Identify how to correctly store cleaned and sanitized utensils and equipment.	3-304.12	Stores cleaned and sanitized utensils in a manner that prevents contamination.
4.5	S	Prevent contamination of fruits and vegetables by avoiding bare hand contact after washing raw, uncut fruits and vegetables.	3-302.11 3-302.15	Washes raw, uncut fruits and vegetables prior to preparation or service and avoids bare hand contact once washed.
4.6	S	Describe proper storage food to prevent contamination, including location, protection, containers.	3-302.12 3-305.11 3-395.12	Properly stores food to prevent contamination.

Allergen Control

5.1	K	Identify the major food allergens as defined by the FDA Food Code 2013, which includes milk, egg, fish, crustacean shellfish, tree nuts, wheat, peanuts and soybeans.	Definitions "Major Food Allergen"	Lists the major food allergens as defined by the FDA Food Code.
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5.2	K	Know that food allergens can impact job duties including preparing food while controlling cross-contact; handling customer information needs; and responding to suspected allergic reactions.	2-103-11(M)	Receives training by person in charge regarding food allergen awareness.
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Time and Temperature Control for Safety (TCS)

6.1	K	Understand that some foods require time and temperature control to reduce the risk of foodborne illness.	Definitions "Time/Temperature Control for Safety Food"	Applies time and temperature controls to TCS foods to reduce the risk of foodborne illness.
6.2	K	Define "highly susceptible population" as identified in the FDA Food Code.	Definition "Highly susceptible population"	Define "highly susceptible population" as identified in the FDA Food Code.
6.3	A	Identify how to monitor TCS food temperatures using appropriate temperature measuring devices.	Definition "Temperature measuring device" 2-103.11(G) 2-103.11(H)	Use temperature measuring devices to monitor temperatures of TCS food.
6.4	K	Identify the appropriate cooking times and temperatures for different food products to reduce the risk of foodborne illness.	3-401	Applies Food Code standards to cooking food.
6.5	S, A	Apply proper methods and time/temperature combinations for cooling food to reduce the risk of foodborne illness.	3-501.15	Applies Food Code standards to cooling food.
6.6	A	Apply corrective action to food that has fallen outside time/temperature control.	3-501.18(A)(1)	Applies proper corrective action to food that has fallen outside time/temperature control.
6.7	K	Identify methods for safely thawing food according to the FDA Food Code.	3-501.13	Applies Food Code standards to thawing food.
6.8	K	Identify how to safely reheat food that will be hot held according to the FDA Food Code	3-403.11	Applies Food Code standards for reheating food that will be hot held.
6.9	K	Identify required temperatures for safe hot and cold holding of TCS foods.	3-401.13 3-501.16	Applies Food Code standards to hot and cold holding food.
6.10	K	Identify required times and temperatures for refrigerated storage of TCS foods.	3-501.16(A)(2)	Applies Food Code standards to refrigerated storage of food.
6.11	K	Understand how date marking TCS food in refrigerated storage can reduce the risk of foodborne illness.	3-501.17 3-501.18(A)(3)	Applies date marking system to properly store TCS foods, including taking appropriate corrective action

Cleaning and Sanitizing

7.1	K	Understand the difference between cleaning and sanitizing.	Definition "Sanitization"	Describes the difference between cleaning and sanitizing.
7.2	A	Use chemicals according to manufacturer instructions and store in properly labeled containers in designated areas.	7-102.11 7-201.11 7-202.12	Uses chemicals according to manufacturer instructions and store in properly labeled containers in designated areas.
7.3	K, S	Define food contact surfaces and know when and how to clean and sanitize them.	Definition "Food-contact surface" 2-103.11(J) 4-601.11 4-602 4-603 4-701 4-702 4-703	Identifies food contact surfaces and the proper ways to clean and sanitize them.

7.4	K	Identify how to clean and sanitize utensils and equipment properly.	4-602.11	Properly cleans and sanitizes utensils, cutting boards, thermometers.
7.5	S	Use mechanical warewashing according to the FDA Food Code.	4-603.13	Uses mechanical warewashing according to the FDA Food Code.
7.6	S	Use manual warewashing according to the FDA Food Code	4-301.12	Uses manual warewashing according to the FDA Food Code
7.7	S	Use and store wiping cloths according to the FDA Food Code	3-304.14	Uses and store wiping cloths according to the FDA Food Code