

## Conference for Food Protection – Committee FINAL Report

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**COMMITTEE NAME: Program Standards Committee subcommittee #4**

**DATE OF FINAL REPORT: October 23, 2019**      **Date amended: 12/3/2019**

**COMMITTEE ASSIGNMENT:**  Council I     Council II       Council III       Executive Board

**REPORT SUBMITTED BY: James Mack, Chair**

### COMMITTEE CHARGE(S):

Issue # 2018 II-020 PSC 8

1. Maintaining the "Crosswalk - Requirements for Foodborne Illness Training Programs" document as a resource for content baseline for foodborne illness training
2. Evaluating the following references for inclusion in the Crosswalk document
3. Reporting back any findings and recommendations to each biennial meeting of the Conference for Food Protection.

### COMMITTEE WORK PLAN AND TIMELINE:

1. See the Program Standards Committee Work Plan

### COMMITTEE ACTIVITIES:

1. **Dates of committee meetings or conference calls:** PSC subcommittee #4 (Issue # 2018 II-020) held a conference call on December 6, 2018. A second call was scheduled for January 23, 2019 but was postponed due to the federal government shutdown. The subcommittee chair reached out to team members individually to discuss progress on their assigned tasks throughout 2019.
2. **Overview of committee activities:** The subcommittee had discussions regarding the use of the Crosswalk – Requirements for Foodborne Illness Training Programs (Crosswalk) document for Standard #5. In addition, updating previous resources identified, such as CIFOR, occurred in 2019. EATS 102 was evaluated as a resource. EATS 101 is already a resource, so there was no need to review EATS 101. Subcommittee members continued to identify resources and report at the subcommittee meetings. Emphasis was on industry private sector courses. Four of the eight resources currently identified were reviewed for accuracy in order to maintain the Crosswalk document. Pending resources were reviewed against the Crosswalk document, to verify that the reference citations were still accurate. On February 11, 2019, the PSC committee chair reached out to FDA to request Pathlore access to non-regulatory subcommittee members for purposes of materials review related to the subcommittee charges. The subcommittee chair worked directly with the subcommittee members throughout the biennium as they worked on reviewing their assigned resources. The Crosswalk document was updated with the new resources that were reviewed.
3. **Charges COMPLETED and the rationale for each specific recommendation:**
  - a. Charge 1 – The Crosswalk document was revised to include updated information.
  - b. Charge 2 – Additional references were evaluated and included in the Crosswalk document.
  - c. Charge 3 – This report and associated Issue submission complete this charge.
4. **Charges INCOMPLETE and to be continued to next biennium:** None

### COMMITTEE REQUESTED ACTION FOR EXECUTIVE BOARD:

***X No requested Executive Board action at this time; all committee requests and recommendations are included as an Issue submittal.***

### LISTING OF CFP ISSUES TO BE SUBMITTED BY COMMITTEE:

1. PSC Committee Issue #3 Posting updated Crosswalk
  - a. **List of content documents submitted with this Issue: None**
  - b. **List of supporting attachments:**
    - (1) See Issue titled: Report – 2018-2020 Program Standards Committee; Attachment title: *Program Standards Committee subcommittee #4 final report* (see attached Word document)
    - (2) See Issue titled: Report – 2018-2020 Program Standards Committee; Attachment title: *Crosswalk-Requirements for Foodborne Illness Training Programs Based on Standard 5 2019* (see attached Word document)