

Conference for Food Protection - Committee FINAL Report

Template approved: 08/14/2013

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COMMITTEE NAME: Employee Food Safety Training Committee

COUNCIL or EXECUTIVE BOARD ASSIGNMENT: Council II

DATE OF REPORT: January 15, 2016

SUBMITTED BY: Ben Chapman and Chuck Catlin

COMMITTEE CHARGE(s): Created by Council II at the 2014 biannual meeting, in response to issue 011, the Employee Food Safety Training Committee was given the following charges:

1. Make recommendations to the Conference for Food Protection in regard to :
 - a. What a food employee should know about food safety, prioritized by risk.
 - b. 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.
2. Report Committee recommendations to the 2016 Conference for Food Protection Biennial Meeting.

COMMITTEE ACTIVITIES AND RECOMMENDATIONS:

1. Progress on Overall Committee Activities:
 - a. December 2014 kick off for charges and initial discussions
 - b. March 18, 2015, Face-to-face meeting Chicago

We divided our members into three subcommittees so that each could dig deeply into the subject matter to review and compile information to help make decisions on what to include in our final committee recommendations.

Subcommittee 1 - Industry non-regulatory delivery of food handler training

Subcommittee 1 focused on the main sources of information from existing programs that the retail and food service industry have implemented. Pertinent questions to answer included:

- What is common between the programs (content, practices, approach)?
- What is unique about any of the programs?
- Are there particular emphases?
- Delivery modes?
- Evaluation?

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Subcommittee 2 - Review current state requirements and local (e.g., CA, IL, FL)

Subcommittee 2 focused on the main sources of information will be gleaned from states that currently require some sort of food handler training. Pertinent questions to answer included:

- What is common between the programs (content, practices, approach)?
- What is unique about any of the programs?
- Are there particular emphases?
- Lessons learned from the process (where did the programs/requirements start, where did they end up what were the sticky points)?
- Delivery modes?

Subcommittee 3 - FDA Risk Factor related employee activities and research

Subcommittee 3 focused on reviewing and analyzing existing sources of data. These included:

- FDA Retail Risk Factor Study results.
(<http://www.fda.gov/Food/GuidanceRegulation/RetailFoodProtection/FoodborneIllnessRiskFactorReduction/ucm230313.htm>)
 - Information gleaned from the 2013 Food Code that relates to food handlers.
 - Peer reviewed literature and other pertinent research on food handler practices and behaviors.
- c. Sub committees met three times via call and one time as a whole group in person (minutes available in attachments).
- June 17, 2015 Phone
 - July 27, 2015, in Portland concurrent with IAFFP (in person)
 - August 12, 2015 Phone
 - October 2, 2015 Phone
- d. Also produced was a comparison of risk factor compliance issues taken from FDA's Risk Factor Studies. This information was used to ensure the risk-based nature of the committee's decision making, as well as provide a framework for charge #2 (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) to be carried out in future years. The document is entitled, **FDA Risk Factor Study 1998, 2003 and 2008 comparison**. In addition, the subcommittee compiled a list of relevant literature related to evaluating food employee training materials, entitled, **Literature on evaluating food employee training programs** (attached)
- e. Through reviewing the outputs from each of the subcommittees, in mid-October 2015, a draft of a compiled list of what a food employee should know about food safety was distributed to the entire committee for review, (attached, entitled, **CFP Food Employee Training Committee Training Component Draft**)
- f. On November 6, 2015, a call was held to discuss the compiled matrix. Quorum was not met so a vote was conducted via email. Attached final document, entitled, **Employee Food Safety Training Topics** detailing consensus-reached topics (two 'no' votes). This

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document is a first-step tool for the committee to use to complete the charge provided by the Council. It is not meant to be adopted for any official action but provides a framework going forward if the Council wishes the committee to complete the charges.

2. Recommendations for consideration by Council:
 - a. **Future of the committee: Re-create the Committee through 2018**

CFP ISSUES TO BE SUBMITTED BY COMMITTEE:

1. Acknowledge the committee report, thank the committee members, and re-create the committee for the 2016-2018 biennium with the following charges:
 - a. What a food employee should know about food safety, prioritized by risk.
 - b. 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.Report Committee recommendations to the 2018 Conference for Food Protection Biennial Meeting.

COMMITTEE MEMBER ROSTER (attached):