

# Food Safety Certification/Recertification

The Pennsylvania Department of Agriculture (PDA) food employee regulation states that food establishments regulated by the PDA or a local health agency must employ at least one supervisory employee who has successfully completed a certified food-safety training course.

Certification is good for five years from the date of issue on the certificate. To maintain certification an individual must participate in a PDA approved continuing education program and apply for recertification prior to the expiration date on the certificate.

This course offered by Penn State Cooperative Extension will help your establishment fulfill this PDA requirement for either certification or recertification. If you are uncertain as to whether you need certification, contact your regional PDA office.

## Food Safety eLearning Program

- \* Provides a self-paced learning experience from work or home.
- \* Interactive learning using the internet.
- \* Training includes colorful graphics, animations, full motion video, audio and interactive learning exercises.
- \* Practice exam to prepare learner for the certification exam.
- \* Certification exam is a proctored exam.
- \* Fulfills the PA Department of Agriculture's Food Employee Certification Requirement by providing 15 hours of instruction.
- \* Meets the requirement for recertification when using the 8-hour format.
- \* Program must be completed within 6 months. Registration expires after 6 months.

## Topics:

The following topics will be covered in this course:

- \* The Need for Food Safety Training
- \* Foodborne Illness
- \* Hygiene, Health & Food Safety
- \* Flow of Food: Purchasing, Receiving, Storing, Preparing, Cooking and Serving
- \* Environment: Equipment, Cleaning, Sanitizing, Pest Control and Facilities
- \* The HACCP System

## System Requirements:

- \* Windows 2000, XP or Vista
- \* Internet Explorer 6.0 or higher
- \* 512 MB memory
- \* High Speed Internet (If you do not have high speed internet access, it is recommended you purchase a CD-Rom for \$12.00.)
- \* Multi-media support (speakers)

## REGISTRATION AND FEE:

**Certification with exam:** \$135.00 per person. Cost includes the training program and exam. There is no book. Book is available at additional cost.

**Recertification without exam\*:** \$75.00 per person. Cost includes the training program. There is no book. Book available at additional cost.

*\*Exam is not required for recertification.*

**OPTIONAL:** Up-to-date 5th Edition ServSafe Essentials Book - \$60.00 (includes shipping & handling)

Exam must be scheduled with an Extension Educator at least 2 weeks in advance.

Penn State College of Agricultural Sciences research, extension, and resident education programs are funded in part by Pennsylvania counties, the Commonwealth of Pennsylvania, and the U.S. Department of Agriculture.

Penn State encourages persons with disabilities to participate in its programs and activities. If you anticipate needing special accommodations or have questions about the physical access provided, please contact the extension in advance of your participation or visit.

**This publication is available in alternative media upon request.**

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## Penn State EXTENSION

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## Food Safety Certification/Recertification eLearning Program



Designed for food service managers, chefs, caterers, cooks, health officials, and inspectors.

# grow

**Food Safety Knowledge**

## TAP SERIES

### Online Food Safety Training

Meets the Pennsylvania Department of Agriculture requirements for the Food Employee Certification Act

PENNSTATE



an OUTREACH Program of the College of Agricultural Sciences

### TAP Series Information

- ◆ Email account and Internet connection are needed.
- ◆ Upon registration you will receive an email with a link to the training program, your user name and password.
- ◆ Once begun, the learner has **6 months** to complete the training program before it expires.
- ◆ **Certification** - Learner must take a proctored exam and pass with a score of 75% to be eligible to apply for PDA Food Employee Certification
  - a. Exams are given at the Extension office unless other arrangements are made.
  - b. Learner is responsible for scheduling an exam at least 2 weeks in advance.
  - c. Learner must present TAP certificate of course completion in order to take the exam.
- ◆ **Recertification**
  - a. Proof of current PDA Certification required. No exam is required by Pennsylvania as long as certification is currently active.
  - b. Exam is available at additional cost, if desired, to maintain ServSafe certification.

### Is this type of program for me?

1. I am comfortable working with and on computers.
2. I have reliable Internet access.
3. I will have ready access to a computer when it is convenient for me to study.
4. I learn best by reading and hearing information.
5. I will set aside time on a regular basis in order to complete the program in the allotted time.
6. I learn best on my own without additional teacher or student interaction or assistance.

If you answered "No" to any of these questions, please contact an Extension Educator before registering.

Sponsored by:

### Penn State Cooperative Extension

For more information contact the following Extension Educators:

#### Erie County:

Janice Ronan

jmr27@psu.edu

814-825-0900

#### Mercer County:

Katherine French

kaw23@psu.edu

724-662-3141

#### Forest County:

Nancy Yergin

nly1@psu.edu

814-755-3544



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## TAP Series Online Food Safety Training Registration Form

Last Name First Name Middle Initial

Company or Organization

Business Address City State Zip Code

Home Address City State Zip Code

Home Phone

\*E-mail Address

\_\_\_\_\_ Certification with exam - \$135.00 (\*Need email address to process registration.)

\_\_\_\_\_ Recertification without exam - \$75.00 (Include copy of current PDA Certification.)

\_\_\_\_\_ CD-Rom version: additional \$12.00 (recommended only for those without high-speed internet connection)

\_\_\_\_\_ OPTIONAL: Book - \$60.00

Cash/Check/Money Order Enclosed  VISA (MERCER ONLY)  MasterCard (MERCER ONLY)

Cardholder's Name (please print): \_\_\_\_\_

Cardholder's Signature: \_\_\_\_\_ Date \_\_\_\_\_

Card Number \_\_\_\_\_ Expiration Date \_\_\_\_\_

*Payment in full must accompany registration form.*

Mail to one of the following County Extension Offices:

Attn: Janice Ronan  
Penn State Cooperative Extension  
In Erie County  
850 East Gore Road  
Erie PA 16509

Attn: Katherine French  
Penn State Cooperative Extension  
In Mercer County  
P.O. Box 530  
Mercer, PA 16137

Attn: Nancy Yergin  
Penn State Cooperative Extension  
In Forest County  
2 Highland Street  
Tionesta, PA 16353

Check payable to:  
PSCE-Erie County

Check payable to:  
PSCE-Mercer County

Check payable to:  
PSCE-Forest County

Mail class materials to: \_\_\_\_\_ Business Address \_\_\_\_\_ Home Address