

## **Food Handler's and Food Manager's Certification Options**

Food service establishments in Whitley County must have at least one person in charge who holds a valid Food Manager's certificate, and all other food service employees must at least have a Food Handler's certificate.

Here are some of the possible options for getting the Food Handler's and Food Manager's certifications:

<http://whitleycountyhealthdepartment.com/index.php/environmental>

<https://www.efoodhandlers.com/>

<https://foodhandlersolutions.com/>

Learn2Serve Food Handler Training & Alcohol Certification (360training.com)

Food Handlers Card & Food Safety Manager Certification (statefoodsafety.com)

NRFSP – National Registry of Food Safety Professionals

ServSafe – Food Handler, Manager and Responsible Alcohol Training – Home

Welcome to Food Safety | Prometric

Always Food Safe – Food Manager Certification & Training

This is just a small list of places to get your Food Managers'/Food Handler's certificates, you can use a different certifying agency if you choose but the agency you choose to get certified through must be accredited by a reputable accrediting agency. As an example, ANSI is a very reputable accreditation agency.

**\*\*If you have any questions as to whether a certificate from a different agency is acceptable, you can call one of the Health Environmentalists at 606-549-3380 (M-F) between 8-9:30 in the morning.**

## **Food Classes**

*(READ ALL INSTRUCTIONS BEFORE GOING ON)*

The Whitley County Health Department requires all food handlers to become certified food (handler) employees. The Whitley County Health Department and the FDA Food Code 2013 requires each food establishment to must have a certified food manager.

It is EASY to get certified! Take the classes and test online! Certified Food (Handler) Employee class is \$25. The Certified Food Manager class is \$80. You get the video class, the test, and the certificate for one price.

**Step 1:** Use Google Chrome or Firefox for your internet browser. Internet Explorer will not work. Go to the website: <https://ky-wchd.statecert.com>

**Step 2:** Click "Register" in the top right corner.

**Step 3:** Enter your information: You must enter your own email address. You cannot share accounts with other people. On the last page it will show you your email address. If the email address is correct, click "register".

**Step 4:** You will receive an email "statecert". In the email message, click "confirm".

**Step 5:** Log in to your account. Select "Get New License"

**Step 6:** Select "Food Manager Certification" \$80 or "Food Employee Certification" \$25 and follow the directions. You must pay with a credit card.

**Step 7:** Take the course and test. Print your certificate at the end. You can also receive an electronic certificate. You do not need to come to the Health Department for a card for either of these courses.

**CONCESSIONAIRES FOOD SANITATION GUIDELINES  
CABINET FOR HUMAN RESOURCES**

**Department of Health Services – Frankfort, KY 40261**

**NOTE: ALL TEMPORARY FOOD SERVICE ESTABLISHMENTS SHALL BE PERMITTED BY THE DEPARTMENT PRIOR TO OPERATION  
PLEASE POST IN CONCESSION**

**FOOD PROTECTION:**

- Keep potentially hazardous foods (meats, poultry, sea foods, milk, eggs, coffee creamers-both dairy and non-dairy types, mayonnaise, salad dressing, or any foods containing such products at 41F or above during storage, display and transportation. (Item 3)
- Provide adequate facilities for maintaining foods at safe temperatures during preparation, storage, display, service and transportation. (Item 4)
- Ready-to eat food shall be dated marked if not serve within 24 hrs
- Provide visible thermometers in all hot and cold food units (including freezers) and metal-stemmed thermometers for monitoring internal temperatures of potentially hazardous foods during storage, service preparation and display. (Item 5)
- Store containers of food single service off the floor, a minimum of 6 inches. (Item 20)
- Store coffee creamers (both dairy and non-dairy types), sodas, bottle drinks and other packaged foods in drained ice; do not allow them to rest in the water. (Item 3 & 8)
- Provide counter protector devices, cabinet cases, containers or other protective equipment where unwrapped food is placed on display (Item 8)
- Cover all foods from contamination (dust, flies, coughs, sneezes, overhead drippings, etc.) during preparation, storage display, service and transportation. Uncover only when actually preparing or serving to customers. (Item 8)
- Provide and use scoops for handling edible ice, store scoop with handle out of ice. Do not store containers or foods in edible ice. (Item 9)
- Single service articles (cups, forks, spoons, straws, etc.) must be stored, dispensed and handled so that they are protected from contamination (Item 15 & 25)
- Ware washing facilities: Three (3) containers for wash-rinse-sanitize, must be provided. (Item 16)
- Chemical Test Kit Provided. A test kit or device shall be provided that accurately measures the parts per million (ppm) concentrations of sanitizing solution. (Item 16)
- Cleaned and sanitized utensils and equipment must be stored so that there is no danger of becoming contaminated. Do not towel dry utensils. (Item 20)

**HAND WASHING**

- Proper hand wash station with a spigot type water supply for hands free washing shall be provided with soap, paper towels and a bucket to catch waste water. (Item 11 & 25)
- Provide and use hand cleaners and approved sanitary towels for hand washing. (Item 26)

**GARBAGE & REFUSE**

- Store garbage and rubbish in durable, washable containers. Do not use boxes, paper bags, or similar absorbent material. Empty containers so that they do not overflow. (item 34)
- Keep all garbage and rubbish containers covered with lids when not in actual use. (Item 27)
- Dispose of liquid and solid waste in designated areas only. Do not create a nuisance by disposing of such water adjacent to food service establishments. (Item 22)

**FLY & PEST CONTROL**

- Prevent the entrance of flies by use of effective screening or similar material. **KEEP FLIES OUT.** (Item 28)

**POISONS AND TOXIC ITEMS**

- Store poisonous compounds (insect spray, oven cleaner, polishes, etc) and bactericide and cleaning compounds (bleach, cleaners, soaps, detergents, etc.) so that there is no danger of contaminating food, food contact surfaces of utensils. Do not store poisonous compounds near bactericide and cleaning compounds. (Item 33)

**FLOOR CLEAN**

- Floor must be kept free of dirt, grease and other soil. Do not use sawdust on floors. (Item 30)

**LIGHT SHIELDS**

- Shield all lighting fixtures located over, by, or within food storage, preparation and display facilities to protect against broken glass falling into food; provided that this requirement shall not apply to heat lamps or when using approved "Tuff Skin" bulbs. (Item 32)

**PERSONNEL**

- No smoking, drinking or eating is allowed in food preparation, serving and ware washing areas. (Item 11)
- All persons engaged in the preparation of foods and ware washing must wear effective hairnets or hats. (Item 12)
- All persons shall use a barrier when handling ready-to-eat foods.

**FOOD EQUIPMENT & UTENSIL**

- Food contact surfaces or utensils must be smooth, in good repair, not chipped or cracked. Enamelware and graniteware are not acceptable. (Item 14)
- Food and non-food contact surfaces of equipment must be smooth, not worn, in good repair and of approved material. Do not use towels, foil, linoleum, oilcloths, etc., to cover such surfaces. (Item 14 & 15)
- Non-food contact surfaces (stoves, refrigerators, shelves, tables, counter deep fat fryers, etc.) must be kept clean. (Item 23)
- Ice contact surfaces must be smooth, easily cleaned. Do not use Styrofoam or similar containers for ice or food storage. (Item 14)

**CRITICAL ITEMS REQUIRING IMMEDIATE CORRECTION**

## Temporary Food Service Set-up Guidelines

**A.** Set up a **wash, rinse, and sanitizing** container system to properly clean your equipment and utensils. The containers should be at least 2 ½ gallons and labeled.



**Wash**

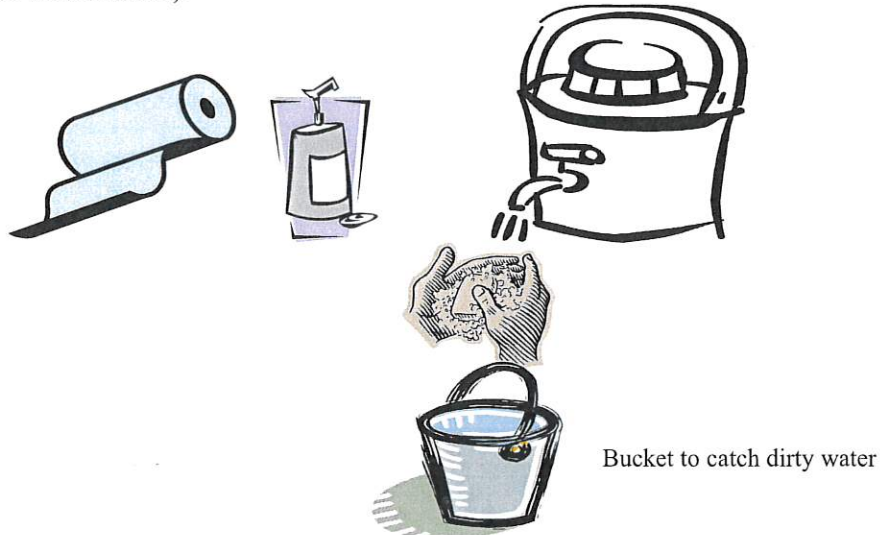


**Rinse**



**Sanitize**

**B.** Designate an area to wash your hands (away from food, paper, and utensils). **Always provide soap and disposable hand towels.** Water coolers with a spigot are to be used as a hand sink (remember to use a bucket to catch the wastewater!).



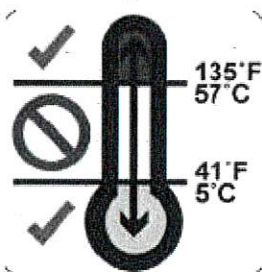
### ITEMS NEEDED:

1. Food Permit must be posted in a prominent location, which is visible to the public.
2. Three buckets for your wash, rinse, and sanitize ware-washing system.
3. Cooler with a spigot for hand washing and a bucket to catch dirty water.
4. Bucket for sanitizer solution to store wiping cloths
5. Waste tank large enough to support your operation
6. Metal stem thermometer to check cold foods (41° F or less) and hot foods (135° F or more). Do not forget to frequently calibrate the thermometers.
7. Bleach or quaternary ammonia for ware washing and wiping cloth buckets.
8. Test Strips for the appropriate sanitizer used at your facility. Bleach solutions for ware washing should read between 50-100ppm. Quaternary ammonia solutions should read between 200-400ppm.
9. Soap and disposable hand towels for your hand washing station.
10. Thermometer in each refrigerated unit and cooler.
11. Hair restraint for each food handler.
12. Gloves or utensil to use as a barrier with ready-to-eat food

## POINTS TO REMEMBER:

1. Ware washing, hand washing and sanitation bucket for wiping cloths must be set up **BEFORE** you begin to operate.
2. No bare hand contact with ready-to-eat food is permitted
3. Food and single service items must be stored 6" off the floor/ground.
4. No drinking or eating in food prep area.
5. Label food and toxic items (such as spray bottles and ware wash buckets).
6. Do not save leftover potentially hazardous food at the end of the day.
7. All food must be prepared on site or at a permitted kitchen
8. Cook to the crowd
9. Provide screening of food when necessary.
10. Store wiping cloths in a bucket with sanitizer to prevent cross contamination
11. Keep foods out of the danger zone

### The Danger zone



### Wiping Cloths



If cloths are used for wiping counters and cutting boards the cloths must be placed in sanitizing solution of 100-200 ppm when not in use to prevent the growth of microorganisms. Do not use sponges as they may harbor bacteria.

### PROHIBITED FOODS:

- Foods prepared from a home kitchen cannot be sold
- Wild Game or any meat not inspected by USDA or other official Governmental Regulatory Agency.
- Pastries filled with cream, custards, and similar products.
- Other food items or ingredients, which may constitute a high risk in a temporary setting.

### WORKER REQUIREMENTS:

- Workers shall wear clean clothing and aprons.
- Workers shall wear hair restraints.
- Children and infants shall be restricted from food preparation and service areas.
- Persons who are ill or exhibiting symptoms of illness shall not prepare or serve food.
- It is the responsibility of the permit holder to ensure food workers are free from illness.
- Food workers shall routinely wash their hands and have easy access to acceptable hand wash stations equipped with soap, water, and sanitary towels.