

Certified Food Safety **MANAGER** Courses & Examinations



Course Schedule & Registration Form

Course: This schedule is for the Certified Food Safety **MANAGER** course and exam. We also offer CA Food HANDLER courses and exams, go to www.CalFoodHandlerCard.com for more info.

Language: Courses are in English, exams are available in English, Spanish, Simplified and Traditional Chinese, Vietnamese, Japanese, Korean, and Arabic.

Discount: Register at www.fidelitysafety.com and save \$10 per company. Use coupon code 1050 during your online registration.

City	2012 Dates	Time	Location
Bakersfield	2/21, 4/17, 6/19, 8/21, 10/16, 12/4	8am - 12pm	CAPK, 5005 Business Park North
San Luis Obispo	2/14, 4/17, 6/12, 8/7, 10/9, 12/4	8am - 12pm	Sands Inn & Suites, 1930 Monterey St
Santa Maria	1/17, 3/6, 5/7, 7/10, 9/18, 11/7	8am - 12pm	Santa Maria-Bonita SD, 708 S Miller St
Visalia	1/24, 3/20, 5/22, 7/12, 9/13, 11/8	8am - 12pm	Visalia Convention Cntr , 303 E Acequia Ave
Bishop/Mammoth	May 2012	8am - 12pm	Tri-County Fairgrounds, Sierra St & Fair Dr
Other Cities	Check online schedule	8am - 12pm	www.fidelitysafety.com
Your Restaurant	Custom classes at your location for 12 or more people. Call for more information.		
Online Courses	For more information or to see the course library, go to: http://www.fidelitysafety.com		
Home Study	Home study and take the certification examination by appointment at our office in Atascadero or Visalia. This option includes an English FS&T Food Safety Handbook and exam at our office for \$164.00. Call (866) 221-4045 to make an appointment.		

Register online and save \$10 per company instantly. Use coupon code 1050 at www.fidelitysafety.com.

Register three people online and get one free. Use coupon code 342 at www.fidelitysafety.com.

Refund and other policies available at www.fidelitysafety.com or contact us at the numbers below.

Name		Phone Number	
Company Name		Fax Number	
Mailing Address		E-Mail Address	
City & Zip Code		Course Date	
Exam Language	(Advanced notice required for languages other than Eng./Span.)	Course Location	
<input type="checkbox"/> \$119 Course & Exam	<input type="checkbox"/> \$11 FS&T English Food Safety Handbook (Optional)	Total \$ _____	
<input type="checkbox"/> Check # _____	<input type="checkbox"/> \$31 NEHA Spanish Food Safety Handbook (Optional)		
<input type="checkbox"/> Credit Card Number:		Expiration Date: (Mo/Yr) ___ / ___	
Credit Card Billing Address:		Security Code, Back of Card: <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	

Mail to: FS&T • P.O. Box 1875 • Atascadero, CA • 93423-1875

Fax to: (805) 392-5199 • Toll Free (866) 221-4045

Central Valley (559) 738-6015 • Central Coast (805) 434-5687

www.FidelitySafety.com • www.CalFoodManagerCard.com • www.CalFoodHandlerCard.com

Fidelity Safety & Training (FS&T)
Food Safety Manager Certification Courses and Examinations
Policies & Details

Course & Examination Times

- Course & Exam - 8:00 a.m. to 12 p.m.* unless otherwise noted
 - Examination Only - 11:15 a.m.* unless otherwise noted
- *Completion time is approximate and depends on how long it takes attendee to complete the examination.*

Fees

- Course & Examination - \$119.00 per person
- Exam Only - \$79.00 (No course, discounts or coupons.)
- Re-Test - \$59.00 (Includes course and exam, no discounts or coupons.)
- Home Study Program, FS&T Food Safety Handbook (English), Exam by Appointment at our Office (Atascadero/Visalia) - \$164
- Optional NEHA Food Safety Handbook (Spanish) - \$31.00 (No shipping and handling charges when ordered with a course.)
- Optional FS&T Food Safety Handbook (English) - \$11.00 (No shipping or handling charges when ordered with a course.)

Refund / Cancellation Policies

You may reschedule to another date if you notify us within two weeks (14-days) prior to the exam without penalty. There is no penalty and you do not need to notify us if you are sending someone in your place. If you are unable to attend, please notify us within two weeks of the course date to receive a 75% refund on the course/exam fee. **There are no refunds or reschedules two weeks prior to the course or if you fail to show for the course/exam. If you miss your scheduled course/exam date, you will need to register and pay again.** We are unable to refund you for study materials (books, etc.) or postage once the material(s) have been sent in the mail.

Discounts

- **Online Registration Discount** - Register online and save \$10 per company instantly. Use coupon code 1050 during your online registration for the course and exam at www.fidelitysafety.com. Discount cannot be used with any other discount.
- **Three 4 Two Discount** - Register online three employees for the course and exam and get one (1) free, save \$119 at www.fidelitysafety.com. Use coupon code 342. Discount cannot be used with any other discount.

Registration Options

- **U.S. Mail (Check, Money Orders, Visa, MasterCard, Discover & America Express)** Print the form and mail it to the address below with a check payable to FS&T. You may also call or email us with your fax number, mailing address, or email address and we will return your call or email within 24-hours.
- **Fax (Visa, MasterCard, Discover & America Express)** Complete registration form and fax it to (805) 392-5199
- **Online (Visa, MasterCard, Discover & America Express)** Go to www.fidelitysafety.com

Payment

In order to register and guarantee your seat, payment must be received at least two weeks before the date of the course. If paying by check, make check payable to FS&T and mail it to the address on the bottom of the page. Returned checks will result in a \$25 service and return fee. Hurry, classes fill up quickly and are on a first come, first served basis. If you paid by credit card, your credit card statement will show our company as: **"Fidelity Safety & Training."** If you deny or cancel the charge with your credit card company, you will not receive your certificate and be charged an additional \$25 service fee.

Important Information

If you require special accommodations, please advise us prior to registering. In order to successfully pass the exam, we recommend that you study the food safety handbook (available in English or Spanish or you may use a book from a previous course) and be able to read, write and understand English, Spanish or the language you requested the exam in. The exam and certificates are state approved and available in nine languages. Once your registration is received, you will be emailed, faxed or mailed a confirmation letter and if ordered, your optional food safety handbook. Classes fill up quickly and are on a first-come, first-served basis. All exams and certificates will be from the National Registry of Food Safety Professionals (NRFSP), unless prior arrangements have been made. ServSafe (National Restaurant Association) is available upon advanced request and cost an additional \$75 per person.

Language+

All courses are taught in English or Spanish, but exams are available in English, Spanish, Korean, Vietnamese, modern and traditional Chinese, Arabic, and Japanese. You must notify our office immediately and at least 14 business days prior to the course date if you would like the exam in a language other than English or Spanish.

Important Food Safety Times, Temperatures, and Measurements

- ✓ Temperature Danger Zone 41-135°F.
- ✓ Bacteria can double their population every 20 minutes.
- ✓ Wash hands for 20 seconds, wash/rub hands together for at least 10-15 seconds.
- ✓ Hand washing water temperature must be at least 100°F through a mixing valve or combination faucet.
- ✓ A hand antiseptic used as a hand dip shall be maintained clean and at a strength equivalent to at least 100 mg/L chlorine.
- ✓ A self/slow/metering faucet shall provide a flow of water for at least 15 seconds without the need to reactivate the faucet.
- ✓ Meat, poultry, fish, sliced melons, and dairy, must be received at 41°F or lower.
- ✓ Shelled eggs, live crustaceans, and shellfish (food with shells) must be received at an air temperature of 45° F or lower.
- ✓ Hot foods must be received at 135°F or higher.
- ✓ Frozen foods must be received frozen. Freezing may begin at 0°C / 32°F or lower.
- ✓ Food temperature measuring devices, scaled only in Fahrenheit shall be accurate to ±2°F.
- ✓ Thermometer ice point calibration method: Hold for 30 seconds, calibrate to 32°F.
- ✓ Thermometer boiling point calibration method: Hold for 30 seconds, calibrate to 212°F.
- ✓ Check the temperature of food in two different places for a minimum of 15 seconds.
- ✓ The air temperature in the refrigerator should be approximately 2°F lower than the required food temperature.
- ✓ Keep stored food and equipment at least 6-inches off the floor unless on pallets, dollies, etc.
- ✓ Immobile equipment must have a space of 4" from countertop and 6" from floor to allow for cleaning/sanitizing.
- ✓ Dry food storage rooms must be 50-70°F and the relative humidity must be 50-60%.
- ✓ Meat, poultry, fish, and dairy must be stored at 41°F or lower.
- ✓ Eggs, received and stored at 45°F or lower, once cooked, store at 41°F or lower.
- ✓ Potentially hazardous foods must be held at 41°F or below for no more than 7 days.
- ✓ Hold ROP foods (Reduced Oxygen Packaging) at 41°F or below for no more than 14 days.
- ✓ During heating/cooling foods, pass food through the middle of the danger zone (70-120°F) as quickly as possible.
- ✓ Thawing under running water; no more than 2 hours at water temp of 70°F or below, thawed portions not to exceed 41°F.
- ✓ Cooking temperature for poultry, stuffing, and stuffed meats is 165°F for 15 seconds.
- ✓ Cooking temperature for pork, ham, bacon, fish, and eggs is 145°F for 15 seconds.
- ✓ Cooking temperature for ground meats or sausage is 155°F for 15 seconds.
- ✓ Fruits and vegetables that are cooked for hot holding shall be cooked to a temperature of 135°F.
- ✓ Potentially hazardous foods cooked or reheated in a microwave, must reach 165°F and then stand for 2 minutes.
- ✓ Cool foods from 135°F to 70°F within 2 hours, then to 41°F or lower within a total of 6 hours. (Two-Stage Method)
- ✓ When cooling thick foods in shallow pans, place the food in the pans no more than 2 inches in depth.
- ✓ Reheat all potentially hazardous foods to 165°F for 15 seconds within 2 hours.
- ✓ Hold hot foods at 135°F or above and cold foods at 45°F or below, check food temperatures every 2 hours.
- ✓ In-use utensils may be stored in a container of water, water temperature must be maintained at least 135°F.
- ✓ During manually sanitizing (immersion in hot water), the water temperature must be at least 171°F.
- ✓ During mechanically sanitizing (machine), the sanitize rinse water temperature must be at least 180°F.
- ✓ Chemical sanitizers are typically effective between 75°F and 120°F. Follow the label/directions when using all chemicals.
- ✓ Food contact surfaces; sanitize when you change foods or task and at least every 4 hours during continual use.
- ✓ Food-contact surfaces of cooking and baking equipment shall be cleaned at least every 24 hours.
- ✓ The cavities and door seals of microwave ovens (follow manufactures instructions) shall be cleaned at least every 24 hours.
- ✓ Keep shellstock tags on file for 90 days from the date the last shellfish was used.
- ✓ Shucked Shellfish; the "sell by" or "best if used by" date for packages with a capacity of less than 1.89 L (one-half gallon) or the date shucked for packages with a capacity of 1.89 L (one-half gallon) or more.
- ✓ A smooth surface defined as free of pits/inclusions, cleanability equal to or exceeding that of (100 grit) # 3 stainless steel.
- ✓ Fixed equipment spaced from adjoining equipment, walls, etc., shall not be more than 1 mm or one thirty-second inch.
- ✓ Screen openings shall protect against the entry of pests and be at least 16 mesh to 25.4 mm (16 mesh to 1 inch).
- ✓ An air gap between the water supply inlet and the flood level rim of the plumbing fixture, equipment, or nonfood equipment shall be at least twice the diameter of the water supply inlet and may not be less than 25 mm (1 inch).
- ✓ Don't alter lighting color and lighting must be at least 10 foot candles (ft-c) in food storage/walk-in refrigerators, 20 ft-c in food prep areas, and 50 ft-c in areas where knives, slicers or other equipment is used.
- ✓ Potentially hazardous foods have a pH (acidity) of greater than 4.6 pH (7 is neutral).
- ✓ Potentially hazardous foods have water activity (aw) of greater than .86 aw (pure water is at 1.0).

Note: Your local health department or employer may require more stringent requirements. Additional times, temperatures and measurements are available at <http://www.fda.gov/Food/FoodSafety/RetailFoodProtection/FoodCode/FoodCode2009/default.htm>