

Sanitation and Safety (CHEF 1305)



Credit: 3 semester credit hours (3 hours lecture, 0 hours lab)

Prerequisite/Co-requisite: N/A

Course Description

A study of personal hygiene; sanitary practices in food preparation causes investigation, control of illness caused by food contamination (Hazard Analysis Critical Control Points); and work place safety standards.

Required Textbook and Materials

1. ServSafe Course Book 6th edition, with attached scantron sheet, National Restaurant Association. ISBN- 978-1-58280-301-2
2. A package of #882 Scantrons and #2 pencils.

Course Objectives

Upon completion of this course, the student will be able to:

1. Identify causes of and prevention procedures for food-borne illness, intoxication, and infection. (SCANS: C5.5, C6.5, F13.4)
2. Demonstrate good personal hygiene and safe food handling procedures; describe food storage and refrigeration techniques; explain sanitation of dishes, equipment, and kitchens including cleaning material, garbage, and refuse
3. Discuss Occupational Safety and Health Administration (OSHA) requirements and effective workplace safety programs.(SCANS: C7.4, C18.4, C20.4)

SCANS Skills and Competencies

Beginning in the late 1980's, the U.S. Department of Labor Secretary's Commission on Achieving Necessary Skills (SCANS) conducted extensive research and interviews with business owners, union leaders, supervisors, and laborers in a wide variety of work settings to determine what knowledge workers needed in order to perform well on a job. In 1991 the Commission announced its findings in *What Work Requires in Schools*. In its research, the Commission determined that "workplace know-how" consists of two elements: foundation skills and workplace competencies.

Course Outline

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| A. Introduction | c. Key Practices for ensuring Food Safety |
| a. How to use ServSafe Course book | C. Micro world |
| B. Providing Safe Food | a. Pathogens |
| a. Food borne Illnesses | b. Viruses |
| b. Preventing Food borne Illnesses | c. Bacteria |
| | d. Parasites |
| | e. Fungi |

Approved 01/2013

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- f. Biological Toxins
 - g. Emerging Pathogens and Issues
- D. Contamination, Food Allergens and Foodborne Illness
 - a. Chemical Contaminants
 - b. Physical Contaminates
 - c. The deliberate Contamination of Food
 - d. Food Allergens
- E. Safe Food handler
 - a. How Food handlers Can Contaminate Food
 - b. Disease Not Transmitted Through Food
 - c. Components of a Good Personal Hygiene Program
 - d. Management's Role in a Personal Hygiene Program
 - e. Management's Role in a Personal Hygiene Program
- F. The Flow of Food: an Introduction
 - a. Preventing Cross-Contamination
 - b. Time and temperature Control
- G. The Flow of Food: Purchasing and Receiving
 - a. Choosing a supplier
 - b. Inspection Procedures
 - c. Receiving and Inspecting Specific Food
- H. The flow of food: Storage
 - a. General Storage Guidelines
 - b. Types of Storage
 - c. Storage Techniques
 - d. Storing Specific Food
- I. The Flow of Food : Preparation
 - a. Thawing Food
 - b. Preparing Specific Food
 - c. Cooking Food
 - d. Cooking Requirements for Specific Food
 - e. Cooling Food
 - f. Reheating Food
- J. The Flow of Food : Service
 - a. Holding Food For Service
 - b. Serving Food Safely
- c. Off-Site Services
- K. Food Safety Management Systems
 - a. Prerequisite Food Safety Programs
 - b. Active Managerial Control
 - c. Hazard Analysis Critical Control point (HACCP)
 - d. Crisis management
- L. Sanitary Facilities and Equipment
 - a. Designing a Sanitary Establishment
 - b. Consideration for Other Areas of the Facility
 - c. Sanitation Standards for Equipment
 - d. Installing and Maintaining Kitchen equipment
 - e. Utilities
- M. Cleaning and Sanitizing
 - a. Cleaning vs. Sanitizing
 - b. Cleaning
 - c. Sanitizing
 - d. Machine Dishwashing
 - e. Manual Dishwashing
 - f. Cleaning the Premises
 - g. Storing Utensils, Tableware, and Equipment
 - h. Using foodservice Chemicals
 - i. Developing a Cleaning Program
- N. Integrated Pest Management
 - a. The Integrated Pest Management (IPM) Program
 - b. Identifying Pest
 - c. Working with a Pest Control Operator (PCO)
 - d. Treatment
 - e. Control Measures
 - f. Using and Storing Pesticides
- O. Food Safety Regulation and Standards
 - a. Objectives of a foodservice Inspection Program

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- b. Government Regulatory System For Food
- c. The FDA Food Code
- d. The Inspections Process
- e. Self-Inspections
- f. Federal Regulatory Agencies
- P. Employee Food Safety Training
 - a. Training Staff
 - b. Training Delivery Methods

Grade Scale

90 – 100	A
80 – 89	B
70 – 79	C
60 – 69	D
0 – 59	F

Course Evaluation

Final grades will be calculated according to the following criteria:

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| 1. 3-4 Unit Tests | 30% |
| 2. Final Exam | 25% |
| 3. Special functions | 25% |
| 4. Attendance & class participation | 20% |

Course Requirements

1. Be able to identify causes of and prevention procedures for food-borne illness, intoxication, and infection; demonstrate good personal hygiene and safe food handling procedures;
2. Be able discuss Occupational Safety and Health Administration (OSHA) requirements and effective workplace safety programs.
3. Be able to describe food storage and refrigeration techniques; explain sanitation of dishes, equipment, and kitchens including cleaning material, garbage, and refuse disposal.
4. Be able to Pass ServSafe exam.

Course Policies

1. No food, drinks, or use of tobacco products in class.
2. Beepers, telephones, headphones, and any other electronic devices must be turned off while in class.
3. Do not bring children to class.
4. No late assignments will be accepted.
5. Tests. Students that miss a test are not allowed to make up the test. Students that miss a test will receive a grade of '0'.

6. Attendance Policy. Two absences are allowed. If a student is tardy to class or departs early three (3) times, it will be equal to one (1) absence. Each absence beyond two absences will result in a 5 point deduction from your final grade.
7. If you wish to drop a course, the student is responsible for initiating and completing the drop process. If you stop coming to class and fail to drop the course, you will earn an 'F' in the course.
8. As instructor I maintain the right to maintain and govern my class
9. A student should not miss **the lab classes they are mandatory, so no absences will be tolerated unless prior notice is approved and an alternate lab is arranged.** If you are going to miss a class you should talk to me beforehand.

If you are more than 45 minutes late for a 2 ½ hour class period and have not talked to me beforehand you will be counted absent.
10. Class participation is encouraged, but disruptive talking is not. You will be warned once and if you persist you will be asked to leave for the remainder of the class. If you continue to disrupt the class in following classes you will be expelled from class and not allowed to return.
11. Turn off all pagers and phones before entering class. You will receive a warning on the first disruption, you will be asked to leave for any other disturbances.
12. The only people allowed to attend class are those who are enrolled in the class. Therefore, no children are allowed to attend this class.
13. Office hours are posted on office door and by appointment.
14. Assignments are due on the date specified. If it is not turned in on time I reserve the right not to grade or remove 10 points per late class day
15. Testing procedure all hats will be removed from students heads as well as the removal of all material from the top of the desk
16. The instructor has the right to assign seats or change seats at any time during the semester. The instructor also has the right to add other policies that maybe appropriate as needed
17. Other class assignments may be added to your assignment as they come up.

Disabilities Statement

The Americans with Disabilities Act of 1992 and Section 504 of the Rehabilitation Act of 1973 are federal anti-discrimination statutes that provide comprehensive civil rights for persons with disabilities. Among other things, these statutes require that all students with documented disabilities be guaranteed a learning environment that provides for reasonable accommodations for their disabilities. If you believe you have a disability requiring an accommodation, please contact the Special Populations Coordinator at (409) 880-1737 or visit the office in Student Services, Cecil Beeson Building.

Course Schedule

Week	Topic
1	Course introduction and policies Introduction • How to use ServSafe Course book
2	Providing Safe Food • Food borne Illnesses • Preventing Food borne Illnesses • Key Practices for ensuring Food Safety
3	Micro world • Viruses • Bacteria • Parasites • Fungi • Biological Toxins • Emerging Pathogens and Issues
4	Contamination, Food Allergens and Food borne Illness • Chemical Contaminants • Physical Contaminates • The deliberate Contamination of Food
5	Safe Food handler • How Food handlers can contaminate food • Management role in Personal Hygiene Program
6	The Flow of Food: an Introduction • Preventing Cross-Contamination • Time and temperature Control
7	The Flow of Food: Purchasing and Receiving • Choosing a supplier • Inspection Procedures • Receiving and Inspecting Specific Food
8	The flow of food: Storage • General Storage Guidelines • Types of Storage • Storage Techniques • Storing Specific Food
9	The Flow of Food : Preparation • Thawing Food • Preparing Specific Food • Cooking Food • Cooking Requirements for Specific Food • Cooling Food • Reheating Food

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- 10 The Flow of Food : Service
- Holding Food For Service
 - Serving Food Safely
 - Off-Site Services
-
- 11 Food Safety Management Systems
- Prerequisite Food Safety Programs
 - Active Managerial Control
 - Hazard Analysis Critical Control point (HACCP)
 - Crisis management
-
- 12 Sanitary Facilities and Equipment
- Designing a Sanitary Establishment
 - Consideration for Other Areas of the Facility
 - Sanitation Standards for Equipment
 - Installing and Maintaining Kitchen equipment
 - Utilities
-
- 13 Cleaning and Sanitizing
- Cleaning vs. Sanitizing
 - Cleaning
 - Sanitizing
 - Machine Dishwashing
 - Manual Dishwashing
 - Cleaning the Premises
 - Storing Utensils, Tableware, and Equipment
 - Using foodservice Chemicals
 - Developing a Cleaning Program
-
- 14 Integrated Pest Management
- The Integrated Pest Management (IPM) Program
 - Identifying Pest
 - Working with a Pest Control Operator (PCO)
 - Treatment
 - Control Measures
 - Using and Storing Pesticides
-
- 15 Food Safety Regulation and Standards
- Objectives of a foodservice Inspection Program
 - Government Regulatory System For Food
 - The FDA Food Code
 - The Inspections Process
 - Self-Inspections
 - Federal Regulatory Agencies
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- 16 Employee Food Safety Training
- Training Staff
 - Training Delivery Methods
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Contact Information:

Instructor:	Vinod Khatri
Office:	MPC 215
Telephone:	409-363-9218
E-mail:	Blackboard E-mail
Office Hours:	Posted on Office Door or By Appointment