

**SAULT COLLEGE OF APPLIED ARTS AND TECHNOLOGY**

**SAULT STE. MARIE, ONTARIO**



Sault College

**CICE COURSE OUTLINE**

**COURSE TITLE:** Sanitation, Safety and Equipment

**CODE NO. :** FDS127

**SEMESTER:** Fall

**MODIFIED CODE:** HUM093

**PROGRAM:** Culinary Skills – Chef Training  
Culinary Management  
Cook Apprentice

**AUTHOR:** Peter E. Graf, M.B.A. — Professor of Hospitality

**INSTRUCTOR:** Sarah Birkenhauer

**MODIFIED BY:** Shelley MacEachern, Learning Specialist CICE Program

**DATE:** June 2008 **PREVIOUS OUTLINE DATED:** Sept. 2008

**APPROVED:** “Angelique Lemay”

	<b>CHAIR, COMMUNITY SERVICES</b>	<b>DATE</b>
<b>TOTAL CREDITS:</b>	1	

**PREREQUISITE(S):** NONE

**HOURS/WEEK:** 1 HOUR/WEEK

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*For additional information, please contact the Chair, Community Services*  
*School of Health and Community Services*  
*(705) 759-2554, Ext. 2603*

**I. COURSE DESCRIPTION:**

This course is designed to provide the CICE student with the necessary skills required for sanitation and safety for industry and work place set by the Algoma Health Unit Food Handler's Certificate, and H.A.C.C.P.

**II. LEARNING OUTCOMES AND ELEMENTS OF THE PERFORMANCE:**

Upon successful completion of this course, the CICE student, with the assistance of a Learning Specialist will demonstrate a basic ability to:

**1. *Maintain safe and clean work-site***

Potential Elements of the Performance:

- Maintain safe worksite
- Maintain clean worksite

**2. *Have a basic understanding of appropriate legislation***

Potential Elements of the Performance:

- State the three levels of government food health inspection and their areas of control
- Identify and define the terms in the National Sanitation Code

**3. *Have a basic understanding of the causes, symptoms, control and method of transmission of food-borne illnesses and non-food contaminants***

Potential Elements of the Performance:

- State the four usual bacterial families involved in food-borne illnesses
- Discuss transmission, control measures and major food habitats
- Describe three types of food-borne illnesses, causes, symptoms and methods of transmission
- Describe non-food contaminants e.g. Hepatitis and chemical contaminants

4. ***Discuss the importance of personal hygiene***

Potential Elements of the Performance:

- State the reasons for using personal sanitary habits
- Describe personal sanitary practices

5. ***Describe the importance of sanitary practices in transportation, purchasing, receiving, storing, holding and reheating of foods (including required temperatures)***

Potential Elements of the Performance:

- State the methods of safe transporting, purchasing, receiving, storing, preparing, holding and reheating of foods with special emphasis on temperature control
- Define purchasing from an approved source
- List eight personal sanitation habits to be practiced by food service workers
- Have a basic understanding of the principles of hazard analysis critical control point-system (HACCP).

6. ***Have a basic understanding of the major pieces of equipment and utensils used in the industry and their safe use.***

Potential Elements of the Performance

- List and identify safety and sanitation requirements for garbage control
- Design and implement a cleaning schedule for a food preparation area

7. ***List and describe the importance of emergency and planning procedures (cause and response)***

Potential Elements of the Performance

- Fire
- Accident
- Evacuation

8. ***Food handlers certificate***

Potential Elements of the Performance

- write the Ontario Food Handlers Certificate

**III. TOPICS:**

1. Safe and Secure work site
2. Legislation
3. Food borne illnesses
4. Personal hygiene
5. Sanitary practices within production and storing
6. Maintenance Standards (WHMIS)
7. HACCP
8. Emergency and planning procedures

**IV. REQUIRED RESOURCES/TEXTS/MATERIALS:**

- 1) Stemmed Thermometer (purchase at any food supply store)
- 2) Food Premises Regulation Under the Health & Promotion Act
- 3) Food Handler's Manual Algoma Health Unit

**V. EVALUATION PROCESS/GRADING SYSTEM:**

Three tests will be given

Test 1	25%
Test 2	25%
Assessment	25%
<u>Attendance</u>	<u>25%</u>

**Everyone will be required to write the test set by the Algoma Health Unit. Cost to students approximately \$8.00**

**The following semester grades will be assigned to students in postsecondary courses:**

<u>Grade</u>	<u>Definition</u>	<u>Grade Point Equivalent</u>
A+	90 - 100%	4.00
A	80 - 89%	4.00
B	70 - 79%	3.00
C	60 - 69%	2.00
D	50 - 59 %	1.00
F (Fail)	49% or below	0.00
CR (Credit)	Credit for diploma requirements has been awarded.	
S	Satisfactory achievement in field placement or non-graded subject areas.	
U	Unsatisfactory achievement in field placement or non-graded subject areas.	

X	A temporary grade limited to situations with extenuating circumstances giving a student additional time to complete the requirements for a course.
NR	Grade not reported to Registrar's office.
W	Student has withdrawn from the course without academic penalty

## VI. SPECIAL NOTES:

### ***Dress Code:***

All students are required to wear their uniforms while in the Hospitality and Tourism Institute, both in and out of the classroom. **(Without proper uniform, classroom access will be denied)**

### Special Needs:

If you are a student with special needs (e.g. physical limitations, visual impairments, hearing impairments, or learning disabilities), you are encouraged to discuss required accommodations with your instructor and/or the Special Needs office. Visit Room E1101 or call Extension 2703 so that support services can be arranged for you.

### Retention of course outlines:

It is the responsibility of the student to retain all course outlines for possible future use in acquiring advanced standing at other postsecondary institutions.

### Communication:

The College considers **WebCT/LMS** as the primary channel of communication for each course. Regularly checking this software platform is critical as it will keep you directly connected with faculty and current course information. Success in this course may be directly related to your willingness to take advantage of the **Learning Management System** communication tool.

### Plagiarism:

Students should refer to the definition of “academic dishonesty” in *Student Code of Conduct*. Students who engage in “academic dishonesty” will receive an automatic failure for that submission and/or such other penalty, up to and including expulsion from the course/program, as may be decided by the professor/dean. In order to protect students from inadvertent plagiarism, to protect the copyright of the material referenced, and to credit the author of the material, it is the policy of the department to employ a documentation format for referencing source material.

Course outline amendments:

The Professor reserves the right to change the information contained in this course outline depending on the needs of the learner and the availability of resources.

Substitute course information is available in the Registrar's office.

**VII. PRIOR LEARNING ASSESSMENT:**

Students who wish to apply for advance credit transfer (advanced standing) should obtain an Application for Advance Credit from the program coordinator (or the course coordinator regarding a general education transfer request) or academic assistant. Students will be required to provide an unofficial transcript and course outline related to the course in question.

Credit for prior learning will also be given upon successful completion of a challenge exam or portfolio.

**CICE Modifications:****Preparation and Participation**

1. A Learning Specialist will attend class with the student(s) to assist with inclusion in the class and to take notes.
2. Students will receive support in and outside of the classroom (i.e. tutoring, assistance with homework and assignments, preparation for exams, tests and quizzes.)
3. Study notes will be geared to test content and style which will match with modified learning outcomes.
4. Although the Learning Specialist may not attend all classes with the student(s), support will always be available. When the Learning Specialist does attend classes he/she will remain as inconspicuous as possible.

**A. Tests may be modified in the following ways:**

1. Tests, which require essay answers, may be modified to short answers.
2. Short answer questions may be changed to multiple choice or the question may be simplified so the answer will reflect a basic understanding.
3. Tests, which use fill in the blank format, may be modified to include a few choices for each question, or a list of choices for all questions. This will allow the student to match or use visual clues.
4. Tests in the T/F or multiple choice format may be modified by rewording or clarifying statements into layman's or simplified terms. Multiple choice questions may have a reduced number of choices.

**B. Tests will be written in CICE office with assistance from a Learning Specialist.*****The Learning Specialist may:***

1. Read the test question to the student.
2. Paraphrase the test question without revealing any key words or definitions.
3. Transcribe the student's verbal answer.
4. Test length may be reduced and time allowed to complete test may be increased.

**C. Assignments may be modified in the following ways:**

1. Assignments may be modified by reducing the amount of information required while maintaining general concepts.
2. Some assignments may be eliminated depending on the number of assignments required in the particular course.

***The Learning Specialist may:***

1. Use a question/answer format instead of essay/research format
2. Propose a reduction in the number of references required for an assignment
3. Assist with groups to ensure that student comprehends his/her role within the group
4. Require an extension on due dates due to the fact that some students may require additional time to process information
5. Formally summarize articles and assigned readings to isolate main points for the student
6. Use questioning techniques and paraphrasing to assist in student comprehension of an assignment

**D. Evaluation:**

Is reflective of modified learning outcomes.