

I. COURSE DESCRIPTION:

This course is designed to provide the student with the necessary skills required for sanitation and safety in the kitchen and work place. The focus will be on hands-on in labs and quizzes after each section.

II. LEARNING OUTCOMES AND ELEMENTS OF THE PERFORMANCE:

Upon successful completion of this course, the student will demonstrate the ability to:

1. ***Identify and interpret each term related to sanitation and the importance of the same.***

Potential Elements of the Performance:

- Identify and define the terms from the food handler's manual
- Recognize the importance of food safety and sanitation as the basis to prevent food-borne illness
- State the problems caused by food-borne illness for both the individuals who became ill and the food establishment blamed for the incident
- Identify trends in menus and consumers use of food products prepared in food establishments
- Explain the purpose of government regulations (federal, provincial, and local) in the food industry

2. ***State the causes, symptoms, control and method of transmission of food-borne illnesses.***

Potential Elements of the Performance:

- Name the four usual bacterial families involved in food-borne illnesses
- Discuss transmission, control measures and major food habitats
- Describe the three types of food-borne illnesses, causes, symptoms, and methods of transmission

3. ***Maintain an appropriate level of personal hygiene.***

Potential Elements of the Performance:

- Demonstrate personal hygiene and grooming which are appropriate to the industry daily in all classes, labs, and events
- See attached policy on dress code

4. ***Properly implement sanitary practices in transportation, purchasing, receiving, and storage of foods including required temperatures.***

Potential Elements of the Performance:

- State the methods of safe transporting, purchasing, receiving and storing of food
- Define purchasing from an (approved) source
- Demonstrate personal sanitary habits as stated in the Sanitation Code
- List at least eight personal sanitation habits to be encouraged in foodservice workers

5. ***Describe the standards required for construction of foodservice premises.***

Potential Elements of the Performance:

- List and identify sanitation requirements in construction standards, maintenance procedures, customer food service, design and installation of equipment and garbage control

6. ***Identify and use (only after proper demonstration) the major pieces of equipment and utensils used in the industry.***

Potential Elements of the Performance:

- Be able to use the major pieces of equipment and utensils used in the industry
- Demonstrate the method of cleaning, disinfecting and maintaining major pieces of equipment and utensils used in the industry
- Understand the responsibilities of suppliers, employers and employees with regard to Workplace Hazardous Materials Information Systems (WHMIS) legislation

7. ***Prevent and help reduce accidents by doing tasks carefully.***

Potential Elements of the Performance:

Demonstrate in daily activities the practices that will help to reduce the risks for both customer and employers in the workplace.

III. TOPICS:

1. Interpretation of Terms
2. Food Contamination
3. Personal Hygiene
4. Safe Food Handling
5. Construction Standards
6. Maintenance Standards
7. First Aid

IV. REQUIRED RESOURCES/TEXTS/MATERIALS:

- Food handler's manual (Algoma Health Unit)
- Stemmed Thermometer

V. EVALUATION PROCESS/GRADING SYSTEM:

Test # 1 September (Certification test)	34 %
Test # 2 October	33 %
Test # 3 November	33 %
	100%

<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% and 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 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

Attendance:

Sault College is committed to student success. There is a direct correlation between academic performance and class attendance; therefore, for the benefit of all its constituents, all students are encouraged to attend all of their scheduled learning and evaluation sessions. This implies arriving on time and remaining for the duration of the scheduled session.

Assignments:

Since one of our goals is to assist students in the development of proper business habits, assignments will be treated as reports one would provide to an employer, i.e. in a timely and businesslike manner. Therefore, assignments will be due at the beginning of class and will be 100% complete. All work is to be word processed, properly formatted, assembled and stapled prior to handing in. No extension will be given unless a valid reason is provided and agreed to by the professor in advance.

Testing Absence:

If a student is unable to write a test for medical reasons on the date assigned, the following procedure is required:

- In the event of an emergency on the day of the test, the student may require documentation to support the absence and must telephone the College to identify the absence. The college has a 24 hour electronic voice mail system (759-2554) Ext. 2588.
- The student shall provide the Professor with advance notice preferably in writing or e-mail of his/her need to miss the test with an explanation which is acceptable to the professor.
- The student may be required to document the absence at the discretion of the Professor.
- All decisions regarding whether tests shall be re-scheduled will be at the discretion of the Professor. In cases where the student has contacted the professor and where the reason is not classified as an emergency, i.e. slept in, forgot, etc., the highest achievable grade is a "C". In cases where the student has not contacted the professor, the student will receive a mark of "0" on that test.
- The student is responsible to make arrangements, immediately upon their return to the College with their course Professor in order to make-up the missed test.

VII COURSE OUTLINE ADDENDUM:

The provisions contained in the addendum located on the portal form part of this course outline.