



**I. COURSE DESCRIPTION:**

This course is designed to provide the 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 student will demonstrate the ability to:

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

Potential Elements of the Performance:

- Maintain safe worksite
- Maintain clean worksite
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**2. *Identify 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. *List and describe 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
- Adhere to the principles of hazard analysis critical control point-system (HACCP).

6. ***Identify 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 and pass 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   50%

**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**

**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 are located on the portal form part of this course outline.