



**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 in effect: See attached policy on dress code**

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 professor 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 advanced credit in the course should consult the professor. Credit for prior learning will be given upon successful completion of a challenge exam or portfolio.

**VIII. DIRECT CREDIT TRANSFERS:**

Students who wish to apply for direct credit transfer (advanced standing) should obtain a direct credit transfer form from the Dean's secretary. Students will be required to provide a transcript and course outline related to the course in question.