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CULA 105.50: Food Service Sanitation

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CULA 105 Food Service Safety and Sanitation

**THE UNIVERSITY OF MONTANA—MISSOULA
MISSOULA COLLEGE
BUSINESS TECHNOLOGY DEPARTMENT**

COURSE SYLLABUS

COURSE NUMBER AND TITLE: CULA 105—Food Service Safety and Sanitation

DATE REVISED: Summer 2018

SEMESTER CREDITS: 2, Fully Online Course

PREREQUISITES: None

FACULTY: Aimee Elliott, CCC

E-Mail: aimee.elliott@umontana.edu

Phone: 243-7880 (office), 243-7815 (kitchen)

Office: 405

Office Hours: By appointment only

RELATIONSHIP TO PROGRAM(S):

This course provides students with 30-hours of training with a comprehensive foundation for sanitation and safety in a professional working kitchen in conjunction with the Food Service Management Program and ServSafe.

COURSE DESCRIPTION: This course will provide the student with a thorough understanding and working knowledge of the fundamentals pertaining to safe and sanitary food handling practices. Emphasis on development of a well-designed food safety program centered on Hazard Analysis Critical Control Point (HACCP).

STUDENT PERFORMANCE OUTCOMES:

Occupational Performance Objectives

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

1. Discuss and describe appropriate terminology used for sanitation in the food service industry.
2. Understand and apply procedures which recognize, prevent and respond to food borne illness.
3. Understand the impact of contamination, food allergies, and food borne illness on a food service establishment.
4. Demonstrate a personal hygiene program for food handlers.
5. Monitor the flow of safe food through the food service operation from receiving through preparation and service.
6. Develop a HACCP system to facilitate sanitation management.

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7. Apply principles of cleaning and sanitation to kitchen equipment, ware washing, and facilities.
8. Pass the N.R.A.E.F. examination earning their certificate of completion.
9. Identify the critical control points during all food handling processes as a method for minimizing the risk of foodborne illness.
10. Identify microorganisms which are related to food spoilage and foodborne illnesses; describe their requirements and methods for growth.
11. Describe symptoms common to foodborne illnesses and how these illnesses can be prevented.
12. Demonstrate good personal hygiene and health habits.
13. Use acceptable procedures when preparing potentially hazardous foods to include time/temperature principles.
14. List the major reasons for and recognize signs of food spoilage.
15. Outline the requirements for proper receiving and storage of both raw and prepared foods.
16. Recognize sanitary and safety design and construction features of food production equipment and facilities. (i.e., NSF, UL, OSHA, ADA, etc.)
17. Describe types of cleaners and sanitizers and their proper use.
18. Review Material Safety Data Sheets (MSDS) and explain their requirements in handling hazardous materials. Discuss right-to-know laws.
19. Develop cleaning and sanitizing schedule and procedures for equipment and facilities.
20. Identify proper methods of waste disposal and recycling.
21. Describe appropriate measures for insects, rodents, and pest control eradication.
22. Conduct a sanitation self-inspection and identify modifications necessary for compliance with standards.
23. List common causes of typical accidents and injuries in the foodservice industry and outline a safety management program including equipment usage.
24. Demonstrate appropriate emergency policies for kitchen and dining room injuries.
25. Describe appropriate types and use of fire extinguishers in the foodservice area.
26. Review laws and rules of the regulatory agencies governing sanitation and safety in foodservice operations.

STUDENT PERFORMANCE ASSESSMENT METHODS AND GRADING PROCEDURES: **Production and Testing**

1. Students will be assessed based on coursework, and tests. Due to the online nature of this course, it is the student's responsibility to stay on task and complete assignments in a timely manner with little reminder as to due dates. Online courses require students to be responsible with their own time management and course outcomes. If there are questions, it is the student's responsibility to contact the instructor in a timely manner.
2. The test schedule and dates are included in the weekly schedule posted in introductory content area of Moodle shell. Tests will be administered in Moodle. Grading will take place immediately after the quiz is complete. Makeup for a missed test is not offered unless faculty is notified and guidelines are identified for the individual situation before each test. Students may be able to make up a missed test for emergency situations such as sickness

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or required work activities, but must submit documented excused absences such as a Doctor note identifying excused dates or mandatory work related travel dates in a timely manner. **Because of the nature of the test, there will be no make-up for the ServSafe Exam.**

3. Familiarity with Moodle (or review of Moodle tutorial), basic computer mouse and keyboarding skill is required.

Grading Scale:

90 - 100 A
80 - 89 B
70 - 79 C
60 - 69 D

Evaluation Criteria:

Discussion and Assignments: 30 pts
Mid-Term Exam: 20 pts
Final Exam: 20 pts
Mid-Term Project: 10 pts
Final Project: 20 pts

Total: 100 pts

ATTENDANCE POLICY:

This class will be fully online. This must be done in person, proctored by myself. This exam must also be done on a specific date and no exceptions can be made.

ACADEMIC INTEGRITY:

All students must practice academic honesty. Academic misconduct is subject to an academic penalty by the course instructor and/or a disciplinary sanction by the University. All students need to be familiar with the Student Conduct Code. The Code is available for review online at http://life.umt.edu/vpsa/student_conduct.php.

DISABILITY ACCOMMODATION:

Eligible students with disabilities will receive appropriate accommodations in this course when requested in a timely way. Please contact me after class or in my office. Please be prepared to provide a letter from your DSS Coordinator. For more information, visit the Disability Services website at <http://www.umt.edu/dss/> or call 406.243.2243 (Voice/Text) or <http://www.umt.edu/dss>.

CULINARIAN CODE:

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All students are expected to uphold all teachings of the American Culinary Federation's Culinarian Code:

As a proud member of the American Culinary Federation, I pledge to share my professional knowledge and skill with all culinarians. I will place honor, fairness, cooperation and consideration first when dealing with my colleagues. I will keep all comments professional and respectful when dealing with my colleagues. I will protect all members from the use of unfair means, unnecessary risks and unethical behavior when used against them for another's personal gain. I will support the success, growth, and future of my colleagues and this great federation.

REQUIRED TEXTBOOK:

ServSafe CourseBook with Answer Sheet (7th Edition), (2017). National Restaurant Association, Pearson. (ISBN: 978-1-58280-334-0)

You must have the answer sheet associated with the book in order to take the ServSafe Exam. You will not be able to take the exam without the answer sheet and answer sheets will NOT be provided.

SUPPLIES: A USB jump drive is recommended for backing up student data and for file management project.

COURSE OUTLINE:

All weekly plans, reading assignments, project due dates, and testing dates are to be delivered and explained the first day of class. Final comprehensive written exam date will be announced at this time.

- I. Providing safe food
 - a. Foodborne illnesses
 - b. Preventing foodborne illnesses
 - c. Key practices for ensuring food safety
 - d. The food safety responsibilities of a manager
 - The microworld
 - e. Pathogens
 - f. Viruses
 - g. Bacteria
 - h. Parasites
 - i. Fungi
 - j. Biological toxins
 - k. Emerging pathogens and issues
- II. Contamination, food allergens, and foodborne illness
 - a. Chemical contaminants
 - b. Physical contaminants
 - c. The deliberate

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- contamination of food
- d. Food allergens
- The save foodhandler
- e. How foodhandlers can contaminate food
- f. Diseases not transmitted through food
- g. Components of a food personal hygiene program
- h. Management's role in a personal hygiene program
- III. The flow of food
 - a. Preventing cross-contamination
 - b. Time and temperature control
- Purchasing and receiving
 - c. Choosing a supplier
 - d. Inspection Procedures
 - e. Receiving and inspection specific food
- IV. Storage
 - a. General storage guidelines
 - b. Types of storage
 - c. Storage techniques
 - d. Storing specific food
- Preparation
 - e. Thawing food
 - f. Preparing specific food
 - g. Cooking requirements
 - h. Cooling food
 - i. Reheating food
- V. Service
 - a. Holding food for service
 - b. Serving food safely
 - c. Off-site service
- Food safety management
- systems
- a. Prerequisite food safety programs
- b. Active managerial control
- c. Hazard Analysis Critical Control Point (HAACP)
- d. Crisis management
- VI. Sanitary facilities and equipment
 - a. Designing a sanitary establishment
 - b. Considerations for other areas of the facility
 - c. Sanitation standards for equipment
 - d. Installing and maintaining kitchen equipment
 - e. Utilities
- Cleaning and sanitizing
 - f. Cleaning vs. sanitizing
 - g. Cleaning
 - h. Sanitizing
 - i. Machine dishwashing
 - j. Manual dishwashing
 - k. Cleaning the premises
 - l. Tools for cleaning
 - m. Storing utensils, tableware, and equipment
- VII. Integrated pest management (IPM) program
 - a. The integrated pest management program
 - b. Identifying pests
 - c. Working with a pest control operator (PCO)
 - d. Treatment
 - e. Control measures
 - f. Using and storing pesticides
- Food safety regulation and standards
 - a. Objectives of a

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- foodservice inspection program
- b. Government regulatory system for food
- c. The FDA Food Code
- d. The inspection process
- e. Self-inspections
- f. Federal regulatory

- agencies
- g. Voluntary controls within the industry

Employee food safety Training

- a. Training staff
- b. Training delivery methods