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**Penn State Cooperative Extension  
In Monroe County**

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### TAP Series Information

- ◆ Upon registration you will either be registered to work directly on-line or receive a CD-Rom (allow 2 weeks for delivery). Program is available in English or Spanish.
- ◆ Internet connection when using the CD-Rom is required.
- ◆ Learner has **90 days** to complete the program once begun.
- ◆ **Certification**  
Learner must take a proctored exam and pass with a score of 75% to be eligible to apply for PDA Food Employee Certification.
  - Exams are scheduled with the Extension Office in Monroe County.
  - Learner is responsible for scheduling an exam **3 weeks** in advance with Dawn Olson at 570-421-6430.
  - Learner must present TAP certification of completion for entrance to the exam.
- ◆ **Recertification**
  - Proof of current PDA Certification required.
  - No exam is required by Pennsylvania to recertify as long as certification is currently active.

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Is this type of program for me?

- I am comfortable working with computers and like independent learning.
- I have reliable internet access.
- I will have ready access to a computer when it is convenient for me to study.
- I learn best by reading and hearing information.
- I will set aside time on a regular basis in order to complete the program in the allotted time.
- I learn best on my own without additional teacher or student interaction or assistance.

If you answered "No" to any of these questions, please contact Dawn Olson (570-421-6430) before registering.

## Penn State **EXTENSION**

AGRICULTURE | COMMUNITY & FAMILY | ENVIRONMENT

# Food Safety Certification/ Recertification eLearning Program

Designed for food service managers, chefs, caterers, cooks, health officials and inspectors.



## TAP SERIES Food Safety Training

Training meets the Pennsylvania Department of Agriculture requirements for the Food Employee Certification Act.

PENNSTATE



an OUTREACH Program of the College of Agricultural Sciences, and Monroe County Cooperative Extension

# Food Safety Certification/Recertification

The Pennsylvania Department of Agriculture (PDA) food employee regulation states that food establishments regulated by the PDA or a local health agency must employ at least one supervisory employee who has successfully completed a food safety training course.

Certification is good for 5 years from the date of issue on the certificate. To maintain certification an individual must participate in a PDA-approved continuing education program prior to the expiration on the certificate.

This course offered by Penn State Cooperative Extension will help your establishment fulfill this PDA requirement for either certification or recertification. If you are uncertain as to whether you need certification, contact your regional PDA office.

## Food Safety eLearning Program

- ◆ Provides a self-paced learning experience from home or work.
- ◆ Interactive learning using CD-Rom and the internet.
- ◆ CD-Rom includes colorful graphics, animations, full motion video, audio and interactive learning exercises.
- ◆ Practice exam to prepare learning for the certification exam.
- ◆ Certification exam is a proctored exam.
- ◆ Fulfills the PA Department of Agriculture's Food Employee Certification Requirement by providing 15 hours of instruction.
- ◆ Meets the requirement for recertification when using the 8-hour format.

The following topics will be covered in this course:

- ◆ The Need for Food Safety Training
- ◆ Foodborne Illness
- ◆ Hygiene, Health & Food Safety
- ◆ Flow of Food: Purchasing, Receiving, Storing, Preparing, Cooking and Serving

- ◆ Environment: Equipment, Cleaning, Sanitizing, Pest Control and Facilities
- ◆ The HACCP System

### System Requirements:

- ◆ Windows 2000, XP or Vista
- ◆ Internet Explorer 6.0 or higher
- ◆ 512MB memory
- ◆ CD-Rom Drive
- ◆ Multi-Media Support (Speakers)

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Monroe County Cooperative Extension Office  
724 Phillips St., Suite 201, Stroudsburg PA

For more information contact:

Dawn M. Olson, Extension Educator  
Email: [dmo1@psu.edu](mailto:dmo1@psu.edu)  
Phone: 570-421-6430

Students are responsible for calling 3 weeks in advance to schedule an examination date.

## TAP Series Food Safety Training Registration Form

\_\_\_\_\_  
Last Name                      First Name                      Middle Initial

\_\_\_\_\_  
Employer or Organization

\_\_\_\_\_  
Business Address

\_\_\_\_\_  
Home Address

\_\_\_\_\_  
Daytime phone

\_\_\_\_\_  
Email address

Check off your type of internet access:

\_\_\_\_\_ DSL/Cable modem

\_\_\_\_\_ Dial-up (will require a CD-Rom)

Payment in full must accompany registration.

\_\_\_\_\_ **Certification** with exam \$135.00

\_\_\_\_\_ **Recertification** without exam \$75.00

Please make your check payable to:

### PSCE Program Account

Mail registration and payment to:

Penn State Cooperative Extension  
724 Phillips Street, Suite 201  
Stroudsburg PA 18360

All information will be sent via email unless you request otherwise.

\_\_\_\_\_ Business address

\_\_\_\_\_ Home address

*Please fill out completely, cut and return with your payment.*

Call to schedule your exam date 3 weeks in advance.