



Employee ServSafe Training

Vital knowledge for every person.
Food safety as part of every meal.
Training that works every day

Every person. Every meal. Every day.

You are invited to participate in a ServSafe food safety course utilizing materials from the National Restaurant Association. This program provides an overview of basic sanitation procedures, from receiving food at the loading dock to serving it to customers.

The ServSafe® program is recognized by more federal, state, and local jurisdictions than any other food safety training program. This program promotes food quality, and helps you understand and control foodborne illness risk factors. To ensure safe food handling in your establishment, make sure your staff is enrolled today in the ServSafe program!

WHO CAN ATTEND?

Free ServSafe training is available to all unlicensed staff who are currently employed in a freestanding nursing home or long term care unit of a hospital. Examples of unlicensed staff include: Activity Director, Administrative Assistant, Baker, CMA, CNA, Cook, Dietary Aid, Dietary Managers, Dishwasher, Housekeeping, Laundry, Maintenance, Medical Records, Personal Care Assistant, & Social Service Designee.

Facilities can also send one licensed staff per each two unlicensed staff who are currently employed by the same freestanding nursing home or long term care unit of a hospital. (Note a ratio must be maintained of one licensed staff to two unlicensed staff and the trainees must be from the same facility to be eligible for the free training). There is not a limit on the number of unlicensed staff that can attend, however the licensed staff/unlicensed staff ration must be followed. Examples of licensed staff include: Administrators, Director of Nursing, LPN's, Registered Dietician's, RN's, Social Worker's and licensed Chaplains.

Unemployed individuals, volunteers, or any other individuals from your facility are welcome to attend, however the must pay a registration fee.

EMPLOYEE SERVSAFE REGISTRATION FORM

1. Mail Registration Form:

KRHA
3500 N Rock Rd, Bldg 1300
Wichita, KS 67226

2. Register Online: www.krha.org

- | | |
|--|---|
| <input type="checkbox"/> Garden City (March 26) | <input type="checkbox"/> Independence (June 22) |
| <input type="checkbox"/> Salina (March 31) | <input type="checkbox"/> Kansas City (July 7) |
| <input type="checkbox"/> Neodesha (April 21) | <input type="checkbox"/> Kansas City (Sept 16) |
| <input type="checkbox"/> Eureka (April 22) | <input type="checkbox"/> Pratt (Sept 24) |
| <input type="checkbox"/> Chanute (April 29) | <input type="checkbox"/> Garden City (Sept 29) |
| <input type="checkbox"/> Kansas City (May 13) | <input type="checkbox"/> Paola (Oct 12) |
| <input type="checkbox"/> Baxter Springs (June 3) | <input type="checkbox"/> Kansas City (Nov 10) |
| <input type="checkbox"/> Paola (June 11) | |

Training can be offered in additional locations upon request.

The Employee ServSafe program is intended for the food employee. Students attending this class will receive a certificate of participation.

Business: _____

Address: _____

Contact Name: _____ Phone: _____

E-mail: _____

PROPERLY TRAINED STAFF WILL SAVE YOU MONEY

The restaurant industry is facing tough economic times. According to a recent survey from foodservice consultants Technomic, 35 percent of consumers said they are eating or buying dinners out less frequently than they were one year ago.

When business is down, operators constantly look for ways to save money and maximize profits. Some might even be tempted to cut corners on training. This is often a huge mistake because it can cost the operator more money in the long run. Having a properly trained staff is an essential key to success in the restaurant industry.

A downturn in business certainly presents challenges for any operation, but maintaining a properly trained staff is a surefire way to protect the business and the local community.

Training with ServSafe can save operators money in the following ways:

- Employee Retention. Employees who undergo proper training tend to keep their jobs longer than those who do not.
- Reduced Turnover.
- Increased Productivity. Greater stability within the staff can lead to greater productivity. Properly trained workers can guide/mentor each other so that incorrect procedures are fixed quickly.
- Consistent Safety. Proper training in food safety can protect the public by preventing a foodborne-illness outbreak. Every staff member should be aware of the numerous ways that she or he can make every meal safe for every customer.
- Absence of Fines. Remaining compliant with health codes enables an operation to avoid costly fines that can damage the bottom line, or, in the worst-case scenario, result in the closure of an operation.

THE COURSE CONTECT INCLUDES:

- Food safety hazards
- Proper personal hygiene
- Controlling time & temperature
- Cleaning & sanitizing
- Job-specific guidelines
 - How to prep food safely
 - The right way to calibrate a thermometer
 - How to be sure the food you receive is safe
 - The safe way to thaw, cook, cool and reheat TCS food
 - The right way to wash dishes

Classes Sponsored by:



Grant provided by: Kansas Department on Aging

CANCELLATION POLICY

If for some reason the registered staff is unable to attend, we require that you notify the training location at least two days in advance. A substitution of eligible staff is allowed.

If for some reason the individual(s) that you are pre-registering are unable to attend we require that you follow the cancellation policy. If you do not follow the cancellation policy, your facility will be invoiced per enrollee not in attendance at the following cost. Employee Cost: \$10 per person.

By signing this form you are indicating that you understand and agree to the registration and cancellation policy.

Print Name (Administrator): _____

Signature (Administrator) _____ Date: _____



Special Assistance? Please contact your host site at least 30 days prior to the exam for assistance.

Kansas Department on Aging

Workforce Enhancement in Nursing Facilities - Special Project

Invoice-Detail

Grant # CMP-09-01-KRHA

Grantee: KRHA Educational Foundation

Presented by: _____

Title of Course/Training Activity: ServSafe Employee Training

Date of Session: _____

Name/Location of Facility: _____

Name/Address of Presentation: _____

	Trainee/ Attendee	Position Title *(no abbreviations)	Certificate Number	License Number	Employer	CHECK ONE		No. of YEARS IN	
						Employed in:		current position	employed in LTC
	Nursing Facility	Other							
1									
2									
3									
4									
5									
6									
7									
8									
9									
10									
11									
12									
13									
14									
15									

*May use Rn, LPN, CNA, CMA, SSD, AD. All other individuals needs to write out their position title.