

**TO:** Board of Health  
**FROM:** Joyce Jensen, REHS, CP-FS, Disease Prevention Section Supervisor  
**DATE:** December 31, 2015  
**SUBJECT:** Proposed Policy 222.05 - Food Safety Program; FDA Standard #2 Trained Staff

The purpose of this policy is for the LLCHD Food Safety Program to maintain compliance with the FDA Retail Food Regulatory Program Standards (FDA Standards) #2. The FDA Standard #2 identifies training requirements, including: initial orientation and training for new employees; and ongoing requirements for training, licensing and certification for all Environmental Health Specialists working in the Food Safety Program. Minor revisions were made to update this policy, including:

- A new employee with significant food safety inspection experience upon the recommendation of the Food Safety Training and Standardization Coordinator and the approval of the Food Team Supervisor may not require as rigorous training as a new employee without significant food safety inspection experience. For example, instead of being required to complete 50 joint inspections with the REHS Training and Standardization Coordinator and other experienced Food Team staff, the new employee may only have to complete 25 such inspections.
- The training curriculum must be completed within six months of assignment to the Food Safety Program instead of 18 months.
- The Food Team Training and Standardization Coordinator shall re-standardize each Environmental Health Specialist Trainee annually.
- Language is updated from “Certified Food Safety Professional” (CFSP) to “Certified Professional – Food Safety” (CP-FS).
- Remove language or CP-FS as a requirement for Senior Environmental Health Specialist as this is not included as a requirement in the City Position Classification at this time.

The Food Advisory Committee recommends that Policy 222.05 be approved by the Board of Health.

Staff recommend that the Board of Health approve Policy 222.05 - Food Safety Program; FDA Standard #2 Trained Staff.