

Application Guide

Food Safety Training Program Equivalency Review

Introduction

Food Premises Regulation 09-138 under the *New Brunswick Public Health Act* prescribes food handler training and certification requirements for certain food premises. For a training program to be recognized as meeting these requirements, it must be deemed equivalent in content and meet the requirements set out in the *National Guidelines for Food Safety Training Programs in the Food Retail and Food Service Sectors (May 9, 2006)*. The National Guidelines are endorsed by the Federal/Provincial/Territorial Committee on Food Safety Policy and are to be used in conjunction with and as a complement to the *Food Retail and Food Services (FRFS) Code*. The FRFS Code outlines expected outcomes, upon which the National Guidelines were developed.

Process

Training programs must be reviewed by the Office of the Chief Medical Officer of Health (OCMOH) on an individual basis to assess whether they meet all of these requirements.

Organizations must submit an application package for each course they are requesting to be reviewed for recognition in New Brunswick. Please note that the timeline for review of training programs will be dependent on the completeness of submitted material and staff time required.

If a training program is deemed equivalent in content and meets requirements set out in the National Guidelines, the training program will be added to a recognized course list on Health's website.

Please note that the OCMOH must be notified when changes are made to a training program.

Submission

An application package must include:

1. an "Application For Food Safety Training Program Equivalency Review" for each course (if submitting for more than one), as well as an Application for each mode of delivery (i.e., online or classroom) of the same course;
2. a cover letter indicating the specific request; **and**
3. one copy of the course contents (online and hard copies) and exam with each Application.

The training program **must** meet all of the requirements of the application prior before submitting. Please note that only complete application packages will be reviewed.

Additional Information

Some definitions that may be useful, as defined in the National Guidelines (May 9, 2006), are as follows:

Course: Refers to the portion of the Training Program that is delivered to the students, aside from the examination.

Food Safety Training Program: Training Program that encompasses the five components of the National Guidelines.

Organization: Private or public entity that is developing a food safety training program.

Proctor: Person assuring all aspects of an examination are being carried out with precision, with full attention to security and to the fair treatment of examinees.

The expected outcomes, as stated in the FRFS Code (September 2004), are as follows:

The primary objective of the Code is the safety of foods produced, served and sold by the food retail and food service sector. In addition, there are a number of other expected outcomes:

- i. better knowledge of safe food handling practices by all stakeholders;
- ii. improved consistency in the interpretation and application of food industry regulations by all stakeholders;
- iii. the establishment of minimum health and food safety practices for the food retail and food service industries;
- iv. better communication among all sectors of the industry and government, concerning critical requirements in food safety, and a greater commitment to finding cooperative approaches to handling risks; and
- v. improved information concerning best practices, to compliment industry-driven inspection, auditing and educational programs.

The *National Guidelines for Food Safety Training Programs in the Food Retail and Food Service Sectors (May 9, 2006)* may be found at http://www.hc-sc.gc.ca/ahc-asc/pubs/hpfb-dgpsa/fd-da/nat_guide_train_tc-tm-eng.php.

The *Retail and Food Services Code (September 2004)* may be found at <http://www.cfis.agr.ca/english/regcode/frfsrc-amendmts/codeang-2004.pdf>.

Documents may be submitted by mail to: Office of CMOH
Department of Health
Healthy Environments Branch
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