HCTM 100 - Sanitation and Safety Course Outline

Approval Date: 02/13/2020
Effective Date: 08/14/2020

SECTION A

Unique ID Number	
Discipline(s)	Culinary Arts/
Division	Career Education and Workforce Development
Subject Area	Hospitality, Culinary & Tourism Management
Subject Code	HCTM
Course Number	100
Course Title	Sanitation and Safety
TOP Code/SAM Code	1307.10 - Restaurant, Culinary, and Catering Management/Manager* / C - Occupational
Rationale for adding this course to the curriculum	Change prefix to HCTM.
Units	2
Cross List	*N/A*
Typical Course Weeks	18
Total Instructional Hours	

Contact Hours

Lecture	36.00
Lab	0.00
Activity	0.00
Work Experience	0.00
Outside of Class Hours	72.00

Total Contact Hours	36
Total Student Hours	108
Open Entry/Open Exit	No
Maximum Enrollment	35
Grading Option	Letter Grade or P/NP
Distance Education Mode of Instruction	On-Campus Hybrid Online with Proctored Exams

SECTION B

General Education Information:

SECTION C

Course Description

Repeatability May be repeated 0 times

Catalog Description This class provides students with the basic principles of food safety and sanitation as they apply to food service operations. Includes instruction on federal, state, and local sanitation regulations; personal hygiene; HACCP protocol; microbiology; preventing foodborne illnesses through flow of food systems; development and management of a comprehensive cleaning and sanitizing program; and basic concepts of workplace safety. Also includes training on responsible alcohol service. National Restaurant Association ServSafe Test will be given as a course assessment and certification may be received with a passing score.

Schedule Description

SECTION D

Condition on Enrollment

1a. Prerequisite(s): *None*

1b. Corequisite(s): *None*

1c. Recommended: *None*

1d. Limitation on Enrollment: *None*

SECTION E

Course Outline Information

1. Student Learning Outcomes:

   A. Demonstrate knowledge of sanitation regulations and personal hygiene.
   B. Diagram the Hazard Analysis Critical Control Points (HACCP) during all food handling processes as a method for minimizing the risk of foodborne illness.
   C. Recognize and identify areas of workplace safety in a food service environment.
   D. Successfully complete the National Restaurant Association ServSafe food manager test.
   E. Demonstrate knowledge of responsible alcohol service.

2. Course Objectives: Upon completion of this course, the student will be able to:

   A. Identify food or carrier sources of major foodborne illnesses, bacteria, viruses, fungi and parasites and list four symptoms of each.
   B. Identify steps to establishing a Hazard Analysis Critical Control Points (HACCP) plan.
   C. Explain the role of the health department sanitarian and evaluate a sanitation report.
   D. Explain the roles of the food service worker and manager in the prevention of foodborne illnesses.
   E. Identify basic safety and accident prevention techniques.
   F. Explain responsible alcohol service.
   G.

3. Course Content

   A. Development of sanitation standards in the U.S.
        a. History
        b. Legislation
        c. Role of government agencies
        d. Comparison to world standards

B. The microbiology of food
- a. Bacteria
- b. Fungi
- c. Virus
- d. Parasites

C. Food borne illnesses, pathogen identification
- a. Infections
- b. Intoxications
- c. Allergies
- d. Food intolerances
- e. Prevention symptoms and treatments

D. Sanitation Standards
- a. The role of temperature and thermometers
- b. Purchasing
- c. Receiving
- d. Storing foods
- e. Food preparation
- f. Service
- g. Equipment
- h. Issuing

E. HACCP - Hazzard Analysis Critical Control Point

F. The Role of Health Department Sanitarians (Inspectors)

G. Sanitary Facilities/environmental concerns and care of:
- a. Floors, walls, ceilings
- b. Ventilation systems
- c. Waste management
- d. Utilities
- e. Facility and equipment layout
  - a. Local, state and federal requirements
  - b. California Retail Food Code

H. Insect and rodent control in food service

I. Safety
- a. Policies and procedures
- b. Accident prevention
- c. Crisis management

J. Fire prevention techniques in food and storage

K. Management's role in training employees in sanitation/safety rules

L. Responsible alcohol service
- a. T.I.P.S. Training Certification
- b.

4. Methods of Instruction:

Activity:
Discussion:
Field Trips:
Lecture:
Observation and Demonstration:
Projects:
Online Adaptation: Discussion, Lecture

2. Methods of Evaluation: Describe the general types of evaluations for this course and provide at least two, specific examples.

Typical classroom assessment techniques
Exams/Tests -- example: ServSafe Manager Exam
Quizzes --
Papers -- example: Assignment - Interview a food service manager about food safety and write a summary report.
Oral Presentation --
Class Participation --
Home Work --

Letter Grade or P/NP

3. Assignments: State the general types of assignments for this course under the following categories and provide at least two specific examples for each section.

A. Reading Assignments
Students are required to read and study the designated chapters in the textbook, as well as assignments from handouts and journals. Examples of appropriate recommended reading may include newspaper articles, trade magazine articles, and internet articles. Assignments should include current issues in food safety.

B. Writing Assignments
Interview a food service manager about food safety and write a summary report.

C. Other Assignments
Assigned reading, problem solving exercises, study materials.

4. Required Materials

A. EXAMPLES of typical college-level textbooks (for degree-applicable courses) or other print materials.

Book #1:
Author: National Restaurant Association
Title: ServSafe Coursebook
Publisher: National Restaurant Association
Date of Publication: 2012
Edition: 6th

B. Other required materials/supplies.