



## Food Handler Training Program Application/Registration Form

Public Act 098-0566, The Food Handling Regulation Enforcement Act, was signed into law on August 27, 2013. The full text of the Act can be found at <http://www.ilga.gov/legislation/publicacts/fulltext.asp?Name=098-0566>

**Check one:**

- I am registering an American National Standards Institute (ANSI) accredited food handler training program with the Department.
- I am registering a program that has been approved in another state prior to August 27, 2013.
- I am requesting Department approval of a program that is not ANSI accredited.

Entity providing training \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Contact name for person submitting application \_\_\_\_\_

Relationship to entity (owner, employee) \_\_\_\_\_

Contact email \_\_\_\_\_ Contact phone \_\_\_\_\_

**Answer each of the following questions:**

1. To whom are you providing training:  Both restaurants and non-restaurants  
 Restaurants only  
 Non-restaurants only
2. Is an ANSI approved training being used?  No (complete all questions below and provide documents listed in #6)  
 Yes \*Name of provider \_\_\_\_\_  
\*Attach proof of approval from provider that you have permission to use their training program.  
If Yes, is an ANSI assessment also being used?  No  Yes
3. Will an internal/in-house training program\* be used? (Such as a multistate business)  No  Yes  
\*Attach proof the training program was approved in another state requiring food handler training prior to Aug. 27, 2013.  
If Yes, will this same training course submitted for approval be used consistently throughout each franchisee or owner?  
 No  Yes \*If No, all owners/franchisees will need to submit their own applications.
4. How will this training be conducted? \_\_\_\_\_
5. If you are not issuing a certificate, what will you provide as proof of training? \_\_\_\_\_
6. Include a copy of your syllabus and assessment with this application for review for those requesting approval of training. Include documents if your training is not ANSI accredited or is not an internal/in-house training program.

Allow six-eight weeks for Department review and written response via e-mail to contact e-mail listed above. If you have questions, contact the FSSMC Program Coordinator at [dph.fssmc@illinois.gov](mailto:dph.fssmc@illinois.gov)

Send completed applications and supporting documents to [dph.fssmc@illinois.gov](mailto:dph.fssmc@illinois.gov) or mail to the address below:

Illinois Department of Public Health  
Division of Food, Drugs and Dairies  
525 W. Jefferson St.  
Springfield, IL 62761  
Attn: FSSMC Program Coordinator

I, \_\_\_\_\_ the duly authorized representative of \_\_\_\_\_ hereby certify that every statement contained herein is true and correct and I understand any misstatement or omission in this application may result in denial or revocation of this food handler certification program. I also attest this food handler training program exists and will be used to train those seeking certification. I agree to abide by the Illinois Food Service Sanitation Code (77 IL Adm. Code 750).

Signed \_\_\_\_\_

Date \_\_\_\_\_



## Food Handler Training Program Application/Registration Instructions

On August 27, 2013, the Food Handling Regulation Enforcement Act (410 ILCS 625), amended per SB1495, was signed into law and established food handler training in Illinois. A full text of the act can be found at: <http://www.ilga.gov/legislation/publicacts/fulltext.asp?Name=098-0566>

"Food employee" or "food handler" means an individual working with unpackaged food, food equipment or utensils, or food-contact surfaces. "Food employee" or "food handler" does not include unpaid volunteers in a food establishment, whether permanent or temporary.

Please refer to the food handler training information posted on the Department's website (<http://www.idph.state.il.us>) under Food, Drugs and Dairies for more information regarding food handler training requirements.

The act requires all food handler training programs be registered and approved by the Department. If you wish to begin offering your training program to meet the July 1, 2014 implementation date for restaurants, then this application needs to be submitted and approved prior to offering training.

This Food Handler Training Program Application/Registration Form should be submitted, if you meet any of the following criteria:

- You would like to offer food handler training to restaurants or non-restaurants and will be using an American National Standards Institute (ANSI) accredited program and ANSI accredited assessment.
- You would like to offer food handler training to non-restaurants and will be using your own training program (see required topic areas below).
- You work for a multi-state business and have an internal training program that was approved in another state prior to August 27, 2013.
- You are a local health department in Illinois serving a population of 100,000 or more and will be using an ANSI accredited program and ANSI assessment.
- You are a local health department in Illinois serving a population of less than 100,000 and will be using your own training program (see required topic areas below).

In accordance with 410 ILCS 625/3.05 (b), the food handler training program must cover and assess knowledge of the following topics:

1. The relationship between time and temperature with respect to foodborne illness, including the relationship between time and temperature and microorganisms during the various food handling preparation and serving states, and the type, calibration, and use of thermometers in monitoring food temperatures.
2. The relationship between personal hygiene and food safety, including the association of hand contact, personal habits and behaviors, and the food handler's health to foodborne illness, and recognition of how policies, procedures and management contribute to improved food safety practices.
3. Methods of preventing food contamination in all stages of food handling, including terms associated with contamination and potential hazards prior to, during and after delivery.
4. Procedures for cleaning and sanitizing equipment and utensils.
5. Problems and potential solutions associated with temperature control, preventing cross-contamination, housekeeping and maintenance.

There is no training hour requirement for the food handler training, but it shall cover the five (5) topics listed above and must assess knowledge. It has been proposed in rules that this be a written assessment.

The Food Handling Regulation Enforcement Act has requirements for food handlers in "restaurants" and "non-restaurants." The act defines a restaurant as "any business that is primarily engaged in the sale of ready-to-eat food for immediate consumption. 'Primarily engaged' means having sales of ready-to-eat food for immediate consumption comprising at least 51 percent of the total sales, excluding the sale of liquor." The food handler requirement in restaurants begins on July 1, 2014 (enforcement starts January 1, 2015) and is valid for three (3) years. The non-restaurant requirement begins July 1, 2016 (enforcement starts January 1, 2017). Non-restaurant food handler certificates do not expire, except for food handlers employed in nursing homes, licensed day care homes and facilities, hospitals, schools, and long-term care facilities which must be renewed every three (3) years.

For questions regarding this application or food handler requirements, please contact:

Illinois Department of Public Health  
Food, Drugs and Dairies  
FSSMC Program Coordinator  
[dph.fssmc@illinois.gov](mailto:dph.fssmc@illinois.gov)