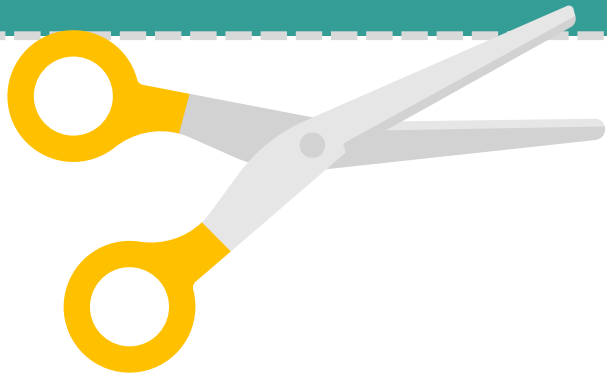Food Code Snippet #5

CERTIFIED MANAGERS & ACTIVE MANAGERIAL CONTROL

In Washington

- Adds Certified Food Protection Manager (CFPM) requirement for at least one **EMPLOYEE** per establishment.
  - Six nationally accredited programs (ANSI-CFP Certification)

- Includes a **1-year delayed implementation (March 1, 2023)** for the CFPM requirement.

- Food establishments have **60 days to replace** a Certified Food Protection Manager.

- **CFPM does not need to be on premises**, but proof of certificate does.

- Responsible for ensuring Persons in Charge are trained and Written Plans are available as required.

Managerial Control

- AMC = **A**ctive **M**anagerial **C**ontrol
  - New definition and duties added to the Person in Charge
  - Primary focus is to increase **proactive** food safety
    - Policies/Procedures
    - Training/Teaching
    - Monitoring/Verification

Where's the primary gap?
It takes discussion.

Observation	Policy & Procedure	Training & Coaching	Monitoring & Correction
Workers unsure of symptoms of foodborne illness	X		
Food worker cooks hamburger to 148°F			X
Food worker doesn't wash hands after break		X	
Refrigerator at 47°F			X
Hot foods cooled in 6" layer in covered container	X		
Incomplete/inaccurate temp logs			X

Active Managerial Control & Certified Manager

Washington State Department of Health

The person in charge (PIC) of a food establishment must demonstrate Active Managerial Control (AMC) and ensure all food workers routinely follow safe food handling practices to reduce the risk of foodborne illness. A PIC with AMC ensures food employees are trained to safely complete their task, verifies procedures are properly completed, identifies and corrects food safety risks, and properly prepares for and responds to emergencies. **Review your inspection reports, third-party audits, internal observations, and this document to help determine your level of Active Managerial Control.**

While every PIC must maintain AMC, most establishments are also required to have at least one employee with a Certified Food Protection Manager (CFPM) certificate (WAC 246-215-02107). **The CFPM does not need to be on premises but is expected to have a key role in ensuring food safety.** The CFPM must make sure persons in charge are properly trained, procedures are developed, and food safety requirements are understood and followed. If able to ensure requirements are met, a person may be the CFPM for multiple establishments, such as at a restaurant or store with several locations.

Note: Use this document to help your establishment maintain AMC. Be sure to work with your local health jurisdiction for any additional information or approvals as needed.

Section 1: Food Establishment Information

Establishment Name		Phone
Contact Name	**Title / Position**	

Section 2: Common Procedures that Apply to Food Establishments

✓	Are you confident your staff complete these processes following proper food safety procedures? If not, it's time to determine your policy, develop a procedure, and train or retrain staff.

Health & Hygiene	Temperature Control		Contamination Prevention
☐ Handwashing	☐ Using a Thermometer	☐ Cold Holding	☐ Produce Washing
☐ Utensil Use	☐ Cooking	☐ Thawing	☐ Raw Meat Separation
☐ Illness Symptoms	☐ Hot Holding	☐ Receiving Food	☐ Cleaning & Sanitizing
☐ Illness Reporting	☐ Cooling	☐ Date Marking	☐ Allergen Awareness

Section 3: Required Written Procedures

While most policies and procedures may be verbal, the following procedures must be written and approved if conducted by the establishment. *Note: All food establishments must have a written vomit and diarrhea clean-up plan.*

Processes Requiring Written Procedures
- Vomit and diarrhea clean-up plan
- Refilling reusable containers
- Allowing pet dogs in outdoor areas
- Noncontinuous or unattended cooking
- Bare Hand Contact – Alternate procedure with written ill employee policy
- Time as a Public Health Control

Complex Processes Requiring Variance or HACCP Plan
- Packaging juice
- Food preservation (such as curing, smoking, or acidifying)
- Reduced oxygen/vacuum packaging
- Molluscan shellfish life support tank
- Custom processing of animals
- Sprouting seeds or beans
- Unique food handling, such as fermentation

Section 4: Establishments Exempt from Certified Food Protection Manager Requirement

Food establishments with a low risk of foodborne illness due to limited food handling, low volume of food handled, and population served are encouraged, but not required, to have a Certified Food Protection Manager.

Establishments considered low risk and exempt from the CFPM requirement include the following operations:
- **Serve or sell only pre-packaged foods,** including cold holding TCS foods such as gallons of milk
- **Prepare non-TCS foods,** such as making cinnamon rolls, candy, doughnuts, pretzels, or blended syrup drinks
- **Heat only commercially-processed, ready-to-eat foods,** including lattes and hot holding TCS foods such as hot dogs
- **Serve food on an infrequent, temporary basis at short-term events,** such as fairs and festivals

These establishments traditionally include convenience stores, movie theaters, hot dog carts, coffee kiosks, cinnamon roll and pretzel stands, ice cream shops, and temporary food booths.

All other establishments must have at least one employee with a valid, nationally accredited CFPM certificate. These establishments prepare raw animal products, wash raw produce, cool time/temperature control for safety (TCS) foods, use specialized processes, operate a facility that serves a highly susceptible population, or have other increased potential risk of foodborne illness.

Section 5: Duties of the Certified Food Protection Manager

☐ Have a valid certificate from an accredited program (see below). CFPM certificates are valid for 5 years. The CFPM certificate is different than the Washington State Food Worker Card which is required for all food workers.

☐ Ensure required procedures and plans (such as for vomit and diarrhea clean-up) are current and implemented.

☐ Ensure each person in charge is trained and has the knowledge required in WAC 246-215-02105, such as:
- Understand the causes and prevention of foodborne illness
- Understand cross contamination prevention, proper sanitation, and control of food allergens
- Know required food safety temperatures for receiving, storage, cooking, and cooling
- Know how to respond to emergencies, imminent health hazards, or reports of foodborne illness

☐ Ensure each person in charge can maintain Active Managerial Control required in WAC 246-215-02115, such as:
- Food workers are properly trained and following food safety requirements for their tasks
- Food workers only work when healthy, properly wash hands, and prevent bare hand contact with food
- Food workers monitor food temperatures and ensure foods are cooked and cooled correctly
- Food is from approved sources and stored correctly to prevent contamination

Section 6: Accredited Food Protection Manager Certification Providers
Learn more at anabpd.ansi.org. (Search for "ANSI Food Protection Manager")

Company Name	Training Available	Testing Languages	Testing Options
1 AAA Food Handler	☑ Online (self-paced) *English, Spanish*	☑ English ☑ Spanish	☑ Online proctor
360training.com	☑ Online (self-paced)	☑ English	☑ Online proctor
AboveTraining/StateFood Safety.com	☑ Online (self-paced) *English, Spanish, Chinese, Vietnamese*	☑ English ☑ Spanish ☑ Chinese	☑ Local testing center ☑ Online proctor ☑ In-person proctor
National Registry of Food Safety Professionals	☑ Self-study manual *English, Spanish* ☑ In-person trainer	☑ English ☑ Spanish ☑ Chinese ☑ Korean	☑ Local testing center ☑ Online proctor ☑ In-person proctor
National Restaurant Association, ServSafe	☑ Online(self-paced) *English, Spanish* ☑ Self-study manual *English, Spanish, Chinese, Korean* ☑ In-person trainer	☑ English ☑ Spanish ☑ Chinese *In-person also available in:* ☑ Korean ☑ French Canadian ☑ Japanese	☑ Local testing center ☑ Online proctor ☑ In-person proctor ☑ Accommodation available for additional languages
The Always Food Safe Company, LLC	☑ Online (self-paced) *English*	☑ English ☑ Spanish	☑ Online proctor ☑ In-person proctor

Section 7: Certified Food Protection Manager Maintenance

☐ Ensure at least one employee has a current CFPM certificate. Renew certificate every five years.

☐ Make sure CFPM monitors procedures and staff training to maintain food safety requirements.

☐ Have copy of CFPM certificate available. Replace CFPM within 60 days if certified employee leaves employment.

Section 8: Signature

			(xxx) xxx-xxxx
Signature	Date	Printed Name	Phone

To request this document in another format, call 1-800-515-0127. Deaf or hard of hearing customers, please call 711 (Washington Relay) or email civil.rights@doh.wa.gov.

IN SUMMARY

- **Active managerial control** (such as with a certified manager) has been **shown to reduce the risk factors** associated with foodborne illness outbreaks.

- Each food establishment* **MUST** have at least one employee with a CFPM△ certificate.

- Sharing CFPM between establishments is acceptable when each establishment can **maintain active managerial control**.

*Unless determined exempt by the regulatory authority

△Certified Food Protection Manager (CFPM)

CFPM & Active Managerial Control
Key Points

Active Managerial Control

✓ Policies and procedures (written or verbal)

✓ Training and coaching of staff

✓ Monitoring and correction by management

Be Proactive!