

Fighting BAC!

**Food Safety for the
Older Americans
Nutrition Program**

Instructor's Guide

Updated: September 11, 2004

Curriculum Developers

Margaret Allsbrook

Family and Consumer Educator
Halifax County Extension Center

Ann Darkow

Family and Consumer Educator
Beaufort County Extension Center

Tracie Davis

Family and Consumer Educator
Rutherford County Extension Center

Audrey Edmisten

Nutrition Program Consultant
NC Division of Aging

Angela Fraser

Food Safety Education Specialist
NC State University

Suzzette Goldmon

Family and Consumer Educator
Durham County Extension Center

Georgia Kight

Family and Consumer Educator
Currituck County Extension Center

Susan Morgan

Family and Consumer Educator
Brunswick County Extension Center

Susan Noble

Family and Consumer Educator
Robeson County Extension Center

Susan Reece

Family and Consumer Educator
Pitt County Extension Center

Shenile Rothwell

Family and Consumer Educator
Greene County Extension Center

Christine Smith

Family and Consumer Educator
Wayne County Extension Center

Debbie Stroud

Family and Consumer Educator
Johnston County Extension Center

Betty Thompson

Family and Consumer Educator
Columbus County Extension Center

Instructor's Guide

The *Fighting BAC! Food Safety for the Older Americans Nutrition Program* has been developed and designed to educate food handlers who work at congregate nutrition sites about the how's and why's of safe food handling. This program is a component of the North Carolina Nutrition Network project, More than a Meal. Funding for this program comes from the US Department of Agriculture. This program is a partnership between the NC Division of Aging and the NC Cooperative Extension Service.

NC Division of Aging

Before you begin this program, it is best to understand the Aging Network. The Administration on Aging is the federal agency that provides leadership on aging issues in the U.S. The Administration on Aging requires all states to have a Division of Aging. In North Carolina, the Division of Aging oversees 17 Area Agencies on Aging. These Area Agencies coordinate programs for older adults within a specific set of counties. All counties have a county-based aging program, but the title of the program varies county by county.

The overarching mission of the NC Division of Aging is to promote independence and enhance the dignity of North Carolina's older persons and their families and ready the younger generation to enjoy their later years. The Division of Aging provides a wide-range of services including adult day services, care management, respite care, in-home aides, nutrition services, information and case management, senior center operations, transportation, and housing and home improvement.

The NC Division of Aging coordinates the Older Americans Nutrition Program, which includes congregate nutrition sites and the Home Delivered Meals program. The Division requires that each participating site follow a set of Nutrition Program Standards as well as the *Rules Governing the Sanitation of Restaurants and Other Food handling Establishments*. The purpose of the Older Americans Nutrition program is to:

- Provide healthy, appealing meals
- Promote health and prevent disease
- Reduce malnutrition risk and improve nutritional status.
- Reduce social isolation and increase social interaction
- Link older adults with other community-based services, such as physical activities program, community health, or case management.
- Providing an opportunity for meaningful community involvement, such as volunteering.

It is truly more than a meal!

Why Train Food Handlers Who Work at Congregate Nutrition Sites?

Older adults are at high risk for foodborne illness. If they eat food that is contaminated, they could get sick and even die. The participants in the Older Americans Nutrition Program are at an even higher risk than is the general older adult population because they are at an increased risk for malnutrition. Malnutrition is one of many factors that contribute to one's risk for foodborne illness.

The goal of this curriculum is to train food handlers who work in the Older Americans Nutrition Program. The curriculum is designed to be delivered to those who handle food at the congregate nutrition sites. It is not designed for volunteer staff. Volunteers are welcome to attend the training but much of the information is not critical to their role within the Older Americans Nutrition Program.

The information presented in this curriculum is consistent with the *Rules Governing the Sanitation of Restaurants and Other Food handling Establishments* (also known as the NC Foodservice Rules). For a copy of these rules, go to the NC Department of Environment and Natural Resources Web site located at <http://www.deh.enr.state.nc.us/ehs/Rules/t15a-18a.26.pdf>. Upon completion of the training, food handlers will have the knowledge to prepare and serve safe food.

Preparation and Publicity

The first step in planning your training is to contact the Area Agency on Aging Director. If you do not know who that is, contact Audrey Edmisten, Nutrition Program Consultant at the NC Division of Aging. Audrey's telephone number is 919-733-0440 and her e-mail is Audrey.Edmisten@ncmail.net. After contacting the AAA Director, work with them to advertise the training to food handlers who participate in this program. The time commitment and depth of information is probably too much for the volunteers of the Home Delivered Meals program, therefore, attendance for them should be optional.

Planning the Training

- Incorporate *Fighting BAC! Food Safety for the Older Americans Nutrition Program* training into your yearly training calendar. Schedule training dates with the Area Agency on Aging Director.
- Schedule one, four-hour training session for all groups that you want to train. Another option is to host two, two-hour trainings if that is more practical for the participants.
- When planning the training agenda, allow time for questions.

Participant Manual

A reproducible, participant manual is included with the curriculum. Make a clear copy for each food handler to record notes and to use as a future reference. It is suggested that a loose-leaf folder be assembled for each training participant prior to the training. The following handouts are included in the **Resources** section of the participant manual.

- **Food Safety Audit**
Emphasize that the sites need to periodically conduct their own inspections.
- **Safe Endpoint Cooking Temperatures**
Based on State of North Carolina Foodservice Rules
- **Calibrating and Using Thermometers:**
An overview is presented of how to properly use food thermometers.
- **Understanding Sanitation Inspections:**
This document provides a summary of the environmental health inspections.
- **Temperature Log**
- **Food Safety Information Available on the Web**

Delivering the Program

The *Fighting BAC! Food Safety for the Older Americans Nutrition Program* is to be presented through the use of a PowerPoint slide set and corresponding activities to support the concepts presented in each of the nine lessons. Speaker notes are included with each slide.

Lesson 1 — Looking at the Enemy

Activity — Ask each site to bring a copy of their menu. Divide the participants into groups by the congregate nutrition site for which they work. Have them review their menu and highlight those foods that are potentially hazardous. Emphasize that they only need to measure the temperature of potentially hazardous foods.

Lesson 2 — Receiving

Activity — Show the slide with the description of several food items and have participants decide if they would accept or reject the food. Have participants explain why they would accept or reject.

Lesson 3 — Storage

Activity — Show the slide with a list of foods and ask participants at what temperatures these foods should be stored.

Lesson 4 — Preparation

Activity — Glo-Germ™

Lesson 5 — Cooking

Activity — Show the slide with a list of foods and ask participants what is the proper endpoint cooking temperature.

Lesson 6 — Serving

No activity

Lesson 7 — Leftovers

Lesson 8 — Cleaning and Sanitizing

Activity — Have a volunteer prepare a sanitizing solution with chlorine bleach.

Lesson 9 — Home Delivered Meals

No activity

Record keeping

In order for participants to receive a certificate of participation, they will need to attend the entire training. Record the date when they received their *Fighting BAC! Food Safety for the Older Americans Nutrition Program* Certificate of Completion.

Keep accurate records so food handlers can be scheduled for a refresher course every year. Once a food handler completes this class they do not need to repeat it again. The NC Division of Aging requires that all food handlers complete a food safety course each year. Each year a one- to two-hour food safety lesson will be developed by the NC Cooperative Extension Service and delivered to all participants who have completed the Fighting BAC! curriculum. These lessons will meet the state requirements for training.

Fighting BAC!
Food Safety for the Older Americans Nutrition Program

Training Date: _____

Training site: _____

Name: _____

What is your sex? male female

Are you: 60 years or younger over 60 years

What is your race? Check only one.

African-American Asian Hispanic
 Native American White Other _____

What is your highest level of education? Check only one.

less than high school Some college
 some high school College degree
 High school diploma or GED Graduate degree
 Technical/vocational school

Evaluating Your Program

Participant Satisfaction with the Program

Also, included in the guide is a satisfaction survey. This should be administered to the participants at the end of the training. Its purpose is to help you and us to further refine the program. Completed surveys do not need to be returned to Angela Fraser. Rather summarize the results and mail or e-mail your summary to angela_fraser@ncsu.edu.

PARTICIPANT SATISFACTION FORM

Dear Participant:

Please take a minute to evaluate today's training. Your comments will help us to make the program the best that it can be. After completing this form, return it to the trainer. Thank you.

Date: _____

Training site: _____

1. Was the information in the participant's manual:

	Yes	No	Additional Comments
Useful?			
Relevant to your needs?			
Covered in depth?			
Easy to apply in your facility?			
Impractical for your facility?			

2. Was the information in the class?

	Yes	No	Additional Comments
Useful?			
Too short to cover the topic?			
Easy to apply in your facility?			
Impractical for your facility?			

3. List three new things that you learned.

4. Please share any additional comments that you might have about the training.

Thank you for your comments.

CERTIFICATES OF COMPLETION

Reproduce a Certificate of Completion for each training participant who completed the training. Use the Master provided. Following successful completion of the training program, a graduation ceremony/reception is strongly recommended to honor your graduates' *hard* work. Work with the County Senior Nutrition Program Director to plan this event.

Certificates of Completion should be awarded at this time. Schedule it at a regular meal gathering or host a special event where the “graduates” might want to invite family and friends to attend the celebration. This would be a morale builder for those who successfully completed the training program. Other citizens in your community may become interested in the training program when they see/hear of the success of their friends/family. Publicize the celebration event using the Press Release included in this section.

Certificate of Completion: These reproducible certificates should be presented to successful “graduates” of the *Fighting BAC! Food Safety for the Older Americans Act Nutrition Program*.