



September 8, 2021

Hello,

The MSU/Stillwater County Extension Agent, Haley Barker in cooperation with Josh Juarez R.S., is offering a **SERVSAFE workshop on Wednesday October 20th at the West Annex Conference room (431 Quarry Rd.).**

**SERVSAFE FOOD PROTECTION MANAGER CERTIFICATION** is a nationally acclaimed program sponsored by the National Restaurant Association, American National Standards Institute (ANSI), & Conference for Food Protection (CFP). This course includes 8 hours of intensive hands-on and classroom instruction of safe food preparation and handling. This workshop offers the opportunity for participants to become officially certified in SERVSAFE by attending the full day's workshop and passing an exam. ServSafe Food Protection Manager Certification is valid for 5 years and meets the most urgent food safety training challenges in our industry.

The course is designed for owners, managers, operators, cooks, waitresses, prep cooks, and food service employees. All domestic and private food preparers are strongly encouraged to attend this workshop. ServSafe Food Protection Manager Course is taught from the ServSafe Essential 7<sup>th</sup> edition. This great resource will be kept by the employee for future reference. Workshop topics will include providing safe food, preventing foodborne illness, microbial, chemical, physical contamination, good personal hygiene, preventing cross-contamination, time and temperature control, purchasing and receiving, storage, proper thawing, cooking, reheating, good service practices, active managerial control, and HACCP.

**HOW YOU REGISTER:** Please complete the registration form on the next page and return it to the Stillwater County MSU Extension Department by **Friday October 1st**. **IT IS IMPORTANT THAT REGISTRATION BE RECEIVED BY THIS EARLY DATE BECAUSE BOOKS AND/OR EXAMS MUST BE ORDERED SHORTLY THEREAFTER.**

#### **SERVSAFE Certification Exam & Essentials Course book**

**Cost: \$100.00 per person taking exam.** Price includes certification, exam, 5/8-inch thick Essential Course Book.

-Register/pay **\$100.00** fee for book and examination **by Friday October 1**.

#### **Space is limited!**

-Course Book with certification exam answer sheet will be mailed to you, along with a letter verifying location of the workshop.

-**Bring Course Book, photo ID, AND answer sheet** to workshop. **DO NOT DETACH** answer sheet which is required for the exam. There will be no other answer sheet provided by ServSafe, and replacement of the answer sheet is \$40 and you will need to schedule another time to take the exam.

-I encourage you to study the coursebook before the workshop. A passing score is 75% or higher on the exam.

-Closed-book exam will be given from approximately 3:00-5:00 p.m.

*Montana State University,  
U.S. Department of  
Agriculture and Montana  
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MSU Extension is an equal  
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**Mountains & Minds**

-ServSafe test score and certificate will be sent to you 4-6 weeks following workshop.

**SERVSAFE Workshop Schedule Wednesday October 20th**

(Refreshments and Snacks Provided)

8:15-8:30 a.m.	Registration/Books distributed
8:30 a.m.	Workshop begins
12:30 - 1:30 p.m.	Lunch on your own
3:00 p.m.	Full day's workshop concludes
3:00 - 5:00 p.m.	SERVSAFE Certification exam given

Following is the registration form. Please detach and mail to the Stillwater County MSU Extension by **Friday October 1, 2021**. I hope you will be able to attend.

Sincerely,

Haley Barker, FCS/4-H Stillwater County Extension Agent  
Josh Juarez, R.S. Environmental Health Department

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(Cut here)

**SERVSAFE REGISTRATION FORM**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Establishment &/or entity represented: \_\_\_\_\_

\_\_\_\_\_ I want to be certified in SERVSAFE. Enclosed is my check for \$100.00 made payable to Stillwater County.

**Mail, scan and email or drop off this registration form to: Stillwater County MSU Extension, 17 North 4<sup>th</sup> Street, PO Box 807, Columbus, MT 59019 BY Friday October 1, 2021.**

Questions??? Contact Stillwater MSU Extension Office 406-322-8035, or email [haley.barker@montana.edu](mailto:haley.barker@montana.edu)