

Workbook for Culinary Arts Management

Workbook, Videos and Practice Exam

SECOND EDITION

Updated
for the 2022
FDA Food Code



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Chapter 2W

Handling Food Safely

Much of what the chapter in the coursebook covers will sound like common sense and might be what many people already do at home when cooking. However, given the fast-paced restaurant environment and the potential dangers to consumers, especially the **highly susceptible population** (HSP) or those with allergies, safe food handling best practices in the foodservice industry cannot be left to chance.

The United States (U.S.) **Food and Drug Administration** (FDA) created and maintains the **Food Code**, which they recommend state and local jurisdictions adopt to protect food employees and the public from physical and foodborne illness dangers. Every food employee must thoroughly understand safe food handling through training, practice, enforcement, and consistent **corrective action**. By doing so, everyone will work as a team, and muscle memory will kick in when things get busy or distracting.

Key Terms

Keep an eye out for these essential topics in the coursebook:

- Highly Susceptible Population (HSP)
- Personal Hygiene
- Corrective Action
- Carrier
- Ready-to-eat Foods (RTE)
- Handwashing
- Protective coverings
- Restrict and Exclude

Objectives

After working through this chapter in the coursebook, you should be able to explain the following to friends and family:

- Understand the importance of personal hygiene
- Know how and when to wash hands
- Describe ready-to-eat foods (RTE)
- The importance of single-use gloves
- Explain the difference between exclude and restrict
- Know when to report health-related issues

Recipe

Recipe: Chef's Salad

A chef's salad is a traditional American salad made of lettuce leaves, cheese, meats, boiled egg, tomatoes, cucumber, and other seasonal vegetables. It can be served tossed or composed with the customer's choice of dressing.

Ingredients:

- 2 eggs
- 3oz bacon
- 1/2 cup extra virgin olive oil
- 1/4 cup balsamic vinegar (or another preferred vinegar)
- Salt & pepper to taste
- 4oz sliced turkey
- 4oz mozzarella
- 1/2 head romaine lettuce
- 2 green onions
- 6 radishes
- 1 tomato
- 4oz English cucumber

All topping items can be substituted to preference or seasonality.



Section 1

Reading assignment:

Read pages 25-33 in the coursebook, and then complete the activities below.

Fill in the missing words:

Jewelry is prohibited while preparing food, except for a simple _____.

This includes _____ information jewelry on the arms, such as a bracelet. It is difficult to clean

around jewelry properly, and it is _____ to lose it in the food and possibly harm a consumer.

Questions:

Smoking, vaping, chewing gum, or tobacco is prohibited except?

- a) In the staff parking lot
- b) In designated areas
- c) In the staff break room
- d) On weekends

When is it NOT necessary to wash your hands?

- a. When entering a food preparation area.
- b. Before putting on clean, single-use gloves for working with food.
- c. When continuing to prep the same ingredients.
- d. Between glove changes.

When washing your hands, what is important that happens when you shut off the water?

- a. Completely shut the water off to not waste the resource.
- b. Make sure the hand sink has all splashes wiped up.
- c. Tell the manager if the tap is stiff.
- d. Turn the tap off with a paper towel, to prevent contamination of your clean hands.

Fill in the blank: An essential rule is to never handle _____ foods with bare hands.

- a. Ready-to-eat
- b. Chicken & Poultry
- c. Dirty root vegetables
- d. Raw fish

Create a Handwashing Poster

Design your own hand washing chart with your new knowledge and the assistance of the example below. Ensure all wording is correct and easily legible. Keep designs simple and add some color, if available. Read the rubric to achieve the best grade.

Use the following page to create your poster, which may be removed from the workbook.

1 Rinse under clean,
warm running water.

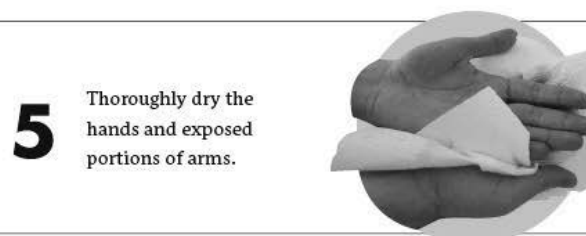


2 Apply soap.

3 Rub all surfaces of the
hands and fingernails
together vigorously for
at least 10 to 15 seconds.



4 Rinse thoroughly with clean,
warm running water.



5 Thoroughly dry the
hands and exposed
portions of arms.

Handwashing Poster

Name: _____ Date: _____

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Section 2

Reading Assignment:

Read pages 33-37 in the coursebook, and then complete the activities below.

Fill in the missing words:

To keep hair from touching or contaminating food, the _____ requires that food employees wear hair restraints, such as _____, hats, and clothing covering body hair. This requirement does not apply to staff who only serve _____ and packaged or wrapped foods. Servers, hosts, and bus staff are also excluded from covering hair if they present minimal risk of contaminating exposed food, equipment, or utensils.

Questions:

Which of the following is NOT a beverage rule for food production staff:

- a. Closed container; *with lid and straw or sip lid*
- b. Stored on a non-food contact surface; *e.g., a supply shelf or atop a microwave*
- c. Separate from exposed food, clean equipment, or unwrapped single-use articles
- d. The cup must have a retractable straw

Food workers are not allowed to eat meals in or around food preparation or production areas. Instead, they must eat in which of the following?

- a. Dining room
- b. Staff breakroom
- c. Quiet corner of the kitchen
- d. Outside of the operation

Which of the following symptoms do NOT have to be reported?

- a. Vomiting
- b. Migraine
- c. Diarrhea
- d. Sore throat with fever
- e. Jaundice
- f. Infected cuts, wounds, or lesions containing pus on exposed body parts

Who is not considered part of the High-Risk Population?

- a. Preschool-aged children
- b. Pregnant women
- c. Elderly adults
- d. Anyone with immune health conditions

Complete your hand washing chart and submit it for a vote with the class. The best charts can be displayed near the hand washing sinks in the kitchen.

Section 3

Read the chef's salad recipe carefully and list all known Time & Temperature Control for Safety (TCS) ingredients.

Video Assignment:

Watch the chef's salad video carefully and note any new skills needed.

Activity:

- With your team, document new areas of food hygiene risk you have learned from the video content.

In the Kitchen:

- In the kitchen, measure & weigh the raw ingredients for your team's chef's salad.
- Cook and chill any ingredients that require this preparation.
- Wrap and label all ingredients.
- Create and record your equipment mise en place list with your team to be ready for tomorrow's lab.



Prepare the chef's salad with a team. Read the grading rubric to achieve the maximum points available.

Each team creates their mise en place for each individual ingredient for the chef's salad. (Preparation of ingredients & equipment needed.)

Each team should wash, rinse & sanitize their equipment and work surfaces, to the standards shown in the video and discussed in the textbook.

Individual presentation:

- Students should concentrate on their successes and challenges and they should report if they have an item of improvement for the next time they repeat the recipe.

Recipe Cost Sheet:

Once completed, students should work out the recipe cost and then complete the per-portion price. In future chapters, students will take the lead in completing “costing sheets” for projects they complete.

Recipe Cost Worksheet

Menu Item			
Number of Portions		Portion Size	

A	B	C	D	E	F
Ingredient	Purchase Unit	Purchase cost	Unit cost	Amount Needed	Ingredient Cost
Example: Butter	454g	\$4.56	\$0.01/1g	280g	\$2.80
Example: Butter	1lb	\$4.56	\$ 0.285 /oz	10oz	\$2.785

Total recipe cost	G
Number of portions from recipe	H
Portion Cost	I

Some helpful conversions:

- 16oz = 1lb
- 2pts = 1qt
- 1000g = 1kg
- 8floz = 1 cup
- 4qt = 1 Gal
- 1000ml = 1L
- 2 cups = 1pt
- 3tsp = 1 tbsp.

Step 10: $G \div H = I$, giving you the portion cost.

Name: _____ Date: _____

[illegible]

Total recipe cost	
Number of portions from recipe	
Portion Cost	

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Safety and accuracy are key to your success.

Culinary Arts
Hand Washing Poster

Student name _____

Date _____

Category	Specifications	Highly Skilled (Professional) 25 pts	Skilled (First Cook) 20 pts	Moderately Skilled (Commis) 15pts	Low Skilled 10pts (Developing)	No Attempt 0pts	Comments
Written information 25pts	All written information is spelled correctly and is accurate	No guidance needed with all written information being accurate	Minimal guidance needed with all written information being accurate	Some guidance needed with all written information being accurate	Substantial guidance needed with all written information being accurate	No attempt made	
Safety & Sanitation 25pts	Correct information according to regulatory rules is presented	Exemplary standards maintained with no guidance	Very good standards maintained with some guidance	Good standards maintained, needed guidance	Poor standards maintained, needed guidance	No attempt made	
Accuracy of overall poster 25pts	Quality & precision of work, with accuracy of images and overall poster	Excellent precision with no guidance	Very good precision with some guidance	Good precision with guidance needed	Poor precision with guidance needed	No attempt made	
Quality of finished product 25pts	Final appearance of prepared poster with quality work achieved	Excellent quality finished poster, well presented	Very good quality finished poster, well presented	Good quality finished poster	Poor quality finished products	No attempt made	

Culinary Arts
Chef's Salad Recipe Rubric

Student name _____

Date _____

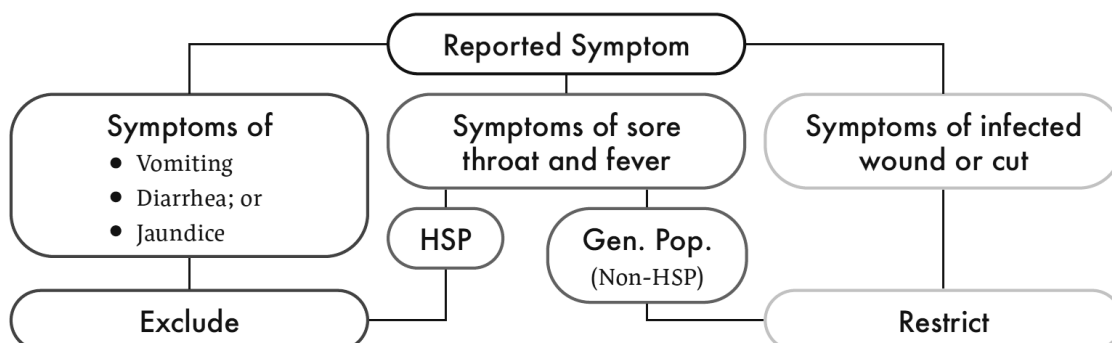
Category	Specifications	Highly Skilled (Professional) 25 pts	Skilled (First Cook) 20 pts	Moderately Skilled (Commis) 15pts	Low Skilled 10pts (Developing)	No Attempt 0pts	Comments
Accuracy reading & following the recipe (25pts Max)	Reading, comprehending & following the recipe is done with accuracy	No guidance needed with reading, comprehending & following the recipe.	Minimal guidance needed with reading, comprehending & following the recipe.	Some guidance needed with reading, comprehending & following the recipe	Substantial guidance needed with reading, comprehending & following the recipe	No attempt made	
Safety & Sanitation (25pts Max)	Correctly following all regulatory authority rules when preparing foods.	Exemplary standards maintained with no guidance	Very good standards maintained with some guidance	Good standards maintained, needed guidance	Poor standards maintained, needed guidance	No attempt made	
Accuracy & precision of preparations (25pts Max)	Accuracy & precision of work, with knife cuts & preparations.	Excellent precision with no guidance	Very good precision with some guidance	Good precision with guidance needed	Poor precision with guidance needed	No attempt made	
Quality of finished product (25pts Max)	Final appearance of prepared Chef Salad with quality work achieved.	Excellent quality finished salad, well presented.	Very good quality finished salad, well presented.	Good quality finished salad.	Poor quality finished product.	No attempt made	

Chapter Summary

The theme of this chapter is how food employees can keep food safe from contamination. The main goal of safe food handling is to protect the *consumer* from foodborne illnesses caused by contaminated food. This is especially true for the highly susceptible population (HSP), who are more likely to experience foodborne illness and have a more severe, potentially fatal reaction due to their age or underlying health conditions. The preventative measures discussed in this chapter include maintaining good personal hygiene, properly washing hands, using protective coverings as required, and reporting any personal health issues. With proper training, monitoring, corrective action, and retraining, a food establishment significantly reduces the risks of a foodborne illness outbreak.

- The highly susceptible population (HSP) have a higher risk of experiencing foodborne illness due to age and health.
- Staff must arrive to work clean, well-groomed, and practice good personal hygiene.
- Corrective action involves intervening in an unsafe practice and retraining.
- A food handler is considered a carrier when they have a virus or disease that can spread through food.
- Ready-to-eat foods (RTE) can be eaten as-is and do not require subsequent or additional cooking. RTE examples include lettuce, bread, potato chips, and cake.
- Food employees must know how and when to wash their hands to reduce the chances of cross-contamination.
- Bright-colored bandages & single-use gloves must be used to avoid food contamination.
- Exclusion means a food employee is not allowed to enter or work in a food establishment, whereas restriction limits them from working with clean equipment or exposed food.

When these symptoms occur before arriving to work, staff must not report to work. Instead, they are to call or text their manager. When these symptoms are reported or observed during a shift, the manager will **exclude** or **restrict** the employee following the FDA Decision Tree.



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