

BASIC HAZARD ANALYSIS AND CRITICAL CONTROL POINT (HACCP) TRAINING

Price: \$350

Participants who successfully complete the course and are present for all aspects of the training workshop will receive a certificate with seal of the International HACCP Alliance; 1.5 CEU and certificate of training completion from the UA.

What the workshop is about -- This Hazard Analysis and Critical Control Point (HACCP) workshop focuses on the application of the seven principles of HACCP. Special attention will be placed on developing a HACCP plan, as well as when and how to conduct a record review. Participants will interactively spend time throughout the workshop solving problems about hazards and their control associated with meat, poultry, eggs, seafood, and juice products. This course is accredited by the International HACCP Alliance.

Who should attend – This workshop is appropriate for anyone wanting to better understand HACCP and its application to the U.S. food safety system, especially individuals who either are working or want to work in any aspect of food production, distribution, or preparation.

Workshop design – The workshop is two full days (8 hours each day) of instruction divided into 16 sessions. There will be quizzes before and after each session in order to gauge understanding about the topic. In addition, participants will develop a HACCP plan and explain its overall design to the class for input and feedback. At the completion of the workshop, participants will complete an exam covering all 16 sessions. Participants that attain a score of 70 % or better on the exam and who attend all aspects of the workshop will receive a certificate that bears the seal of the International HACCP Alliance, as well as a certificate of completion of training from UA along with 1.5 CEUs. During the workshop, breaks will be scheduled at opportune times, and lunch will be provided each day so that participants don't have to leave the workshop facility. Electronic and hard copies of all the workshop PowerPoint slides and additional class notes will be provided to participants.

Who is the instructor – Dan Engeljohn is an internationally recognized food safety expert with 40-years of regulatory experience at the Food Safety and Inspection Service (FSIS), Washington, DC. Upon his retirement from FSIS, Dan moved to Tucson, AZ and decided to become a full-time educator. Dan is a Professor of Practice in Animal Science, teaching a combination of animal science and food safety courses.

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Detailed workshop outline –

Day 1 (8 hours)

- Session 1
 - Topics
 - Workshop overview
 - Teacher and participant introductions
 - HACCP history, particularly in the U.S.
 - Learning objectives -- after completing the discussion on this session, a course participant should be able to
 - Recognize the relationship between HACCP and food safety
 - Explain the relationship between HACCP and food safety
 - Discuss the benefits of implementing a HACCP system, which includes motivating and selling the industry on HACCP and reviewing case studies
 - Discuss HACCP and basic food safety principles
- Session 2
 - Topic: Definitions
 - Learning objectives – after completing the discussion on this session, a course participant should be able to
 - State the seven principles of HACCP
 - State the type of records that should be maintained for in order to have an effective HACCP system
- Session 3
 - Topics
 - Prerequisites program design, function, and their relationship to HACCP
 - Learning objectives – after completing the discussion on this session, a course participant should be able to
 - Recognize important characteristics of prerequisite programs
 - Describe various prerequisite programs
 - Recognize how prerequisite programs relate to HACCP plans
 - Know the proper terminology for distinguishing allergen management programs from other raw food/RTE food programs
 - Describe cGMPs, GMPs, SOPs, and SSOPs
- Session 4
 - Topics
 - Foodborne illness and factors contributing to outbreaks
 - Biological hazards and their controls
 - Learning objectives -- after completing the discussion on this session, a course participant should be able to
 - Recognize and control biological hazards



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- Identify food items that are produced containing these hazards
 - Define a biological hazard
 - Name the three hazard categories (biological, chemical, physical) as defined by NACMCF
 - Determine the significant hazards in a category of food and production process as described in Principle 1 of the NACMCF guidelines
 - Explain control measures that prevent, reduce, or minimize biological hazards associated with foods
- Session 5
 - Topic: Chemical hazards and their controls
 - Learning objectives – after completing the discussion on this session, a course participant should be able to
 - Recognize and control chemical hazards
 - Identify food items that are produced containing these hazards
 - Define a chemical hazard
 - Name the three hazard categories (biological, chemical, physical) as defined by NACMCF
 - Determine the significant hazards in a category of food and production process as described in Principle 1 of the NACMCF guidelines
 - Explain control measures that prevent, reduce, or minimize chemical hazards associated with foods
- Session 6
 - Topic: Physical hazards and their controls
 - Learning objectives – after completing the discussion on this session, a course participant should be able to
 - Recognize and control physical hazards
 - Identify food items that are produced containing these hazards
 - Define a physical hazard
 - Name the three hazard categories (biological, chemical, physical) as defined by NACMCF
 - Determine the significant hazards in a category of food and production process as described in Principle 1 of the NACMCF guidelines
 - Explain control measures that prevent, reduce, or minimize physical hazards associated with foods



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- Session 7
 - Topic
 - Initial tasks in developing HACCP plans
 - Learning objectives – after completing the discussion on this session, a course participant should be able to
 - Describe the concept of prerequisite programs
 - Describe the 5 initial tasks
 - Assembly of the HACCP team
 - The food and its distribution
 - Intended use
 - The flow diagram
 - Verify the flow diagram
- Session 8
 - Topic
 - Hazard analysis – HACCP Principle 1
 - Learning objectives – after completing the discussion on this session, a course participant should be able to
 - Describe the potential hazards at points where they enter the process/food or can be enhanced during the process
 - Evaluate the severity and risk of hazards
 - Document rationale for hazard selection
 - Differentiate significant from non-significant hazards
- Session 9
 - Topic
 - Critical control points (CCPs) – HACCP Principle 2
 - Learning objectives – after completing the discussion on this session, a course participant should be able to
 - Describe CCPs in a production process
 - Define control point and CCP
 - Describe how to identify CCPs by using valid scientific criteria (i.e., a decision tree)



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- Session 10
 - Topic: Critical limits (CLs) – HACCP Principle 3
 - Learning objectives – after completing the discussion on this session, a course participant should be able to
 - Describe critical limits (CLs) for preventive measures associated with a CCP
 - Define and determine CLs and operational limits
 - Set CLs that are relevant to product safety
 - Document the rationale for CL selection
 - Measure and document CLs
 - Explain how CL are used to measure compliance within a HACCP plan
- Session 11
 - Topics
 - Monitoring – HACCP Principle 4
 - Overview of take-home assignment
 - Learning objectives – after completing the discussion on this session, a course participant should be able to
 - Describe CCP monitoring requirements and procedures for using the results of monitoring to adjust the process and maintain control
 - Recognize the importance of monitoring
 - Identify factors to be monitored
 - Identify where measurements will be taken
 - Explain how monitoring is to be conducted
 - Determine the frequency for taking measurements
 - Identify who is responsible for monitoring
 - Describe monitoring procedures, sampling plans and methodology used
 - Clarify the difference between monitoring and verification

Day 2 (8 hours)

- Session 12
 - Topic: Corrective actions – HACCP Principle 5
 - Learning objectives – after completing the discussion on this session, a course participant should be able to
 - Describe corrective actions to be taken when monitoring indicates that there is a deviation from an established CL
 - Develop corrective actions
 - Identify responsible authority for determining corrective action
 - Describe corrective actions in SOP documentation that are consistent with monitoring activities
 - Document corrective actions



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- Session 13
 - Topic: Verification procedures, including validation – HACCP Principle 6
 - Learning objectives – after completing the discussion on this session, a course participant should be able to
 - Describe the procedures for verification that the HACCP system is working correctly
 - Recognize the importance of verification to support and assure the long-term viability of HACCP in an organization
 - Discuss different activities that can be conducted as part of verification
 - Reinforce the importance of record review before the control of a product is lost
 - Implement a HACCP plan review at regular intervals or when significant changes in equipment, ingredients or operating procedures occur
- Session 14
 - Topic: Record-keeping – HACCP Principle 7
 - Learning objectives – after completing the discussion on this session, a course participant should be able to
 - Describe effective record keeping procedures that document the HACCP system
 - Discuss the importance of record keeping for determining the effectiveness of the HACCP system and for documenting appropriate efforts to produce safe food
 - Identify what information should be included in records
 - Develop records for documenting HACCP activities
 - Develop simple, plant friendly records with clear instructions to be accessible at line worker level
 - Recognize the importance of reviewing records before control of product is lost
- Session 15
 - Topic
 - Organizing and managing the HACCP system
 - Learning objectives – after completing the discussion on this session, a course participant should be able to
 - Describe how to implement a HACCP plan
 - Describe the commitment from upper management for food to be safe
 - Determine the key factors for successful HACCP implementation
 - Discuss the steps for developing a HACCP plan in a facility
 - Develop implementation steps using GMPs as a foundation for HACCP
 - Convey realistic expectations of time and commitment for success



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- Maintain a HACCP plan
 - Establish a staff training program
 - Recognize the factors that significantly impact employee job performance
 - Assess staff training needs using task analysis/SOPs
 - Develop written behavioral objectives for SOPs for employees
 - Integrate HACCP plans into specific employee work responsibilities
 - Evaluate a variety of techniques for training of a diverse work force
 - Evaluate the effectiveness of training program
 - Establish HACCP plan maintenance and measurement procedures
 - Recognize that HACCP systems are dynamic and subject to change/updating
 - Identify change factors that significantly impact HACCP
 - Recognize support systems and measures for HACCP plans
 - Evaluate the different measurement tools for HACCP systems
- Session 16
 - Topics
 - Regulatory agencies associated with HACCP in the United States and in international trade
 - HACCP training
 - Exam
 - Learning objectives – after completing the discussion on this session, a course participant should be able to
 - Recognize regulatory Issues impacting the implementation of HACCP Systems
 - Recognize that the establishment is responsible for producing a safe product and having/implementing a HACCP plan
 - Identify what assistance is available from FSIS/FDA or other regulatory agencies
 - Identify and recognize all regulatory requirements:
 - Sanitation SOPs
 - Microbiological testing as a verification tool
 - Discuss how FSIS/FDA or other regulatory agencies will verify that the HACCP plan is working satisfactorily
 - Describe enforcement actions for noncompliance
 - Establish a working HACCP plan

