

## Holly and Ashley's ServSafe Training Instructor's Guide

This ServSafe training course was designed to act as an aid in prepping your school nutrition staff in passing the ServSafe Manager exam. **This course is not licensed by ServSafe nor is it guaranteed to contain all relevant information on the ServSafe Manager exam. These resources were put together by Holly and Ashley to aid personnel in their district when preparing for the ServSafe Manager exam. These resources have proven successful to us, which is why we would like to share them with you. However, following this course is not a guarantee to pass the exam.**

The ServSafe Manager exam consists of 90 multiple choice questions, and it is given in a proctored environment. 10 of the questions are pilot questions that are for research purposes only. You are required to score 70% or better (56/80) to receive certification. Upon certification, that person is verified to have adequate food safety knowledge to protect the public from foodborne illness. The ServSafe Manager training covers the following concepts:

- Providing Safe Food
- Forms of Contamination
- The Safe Food Handler
- The Flow of Food: An Introduction
- The Flow of Food: Purchasing, Receiving, and Storage
- The Flow of Food: Preparation
- The Flow of Food: Service
- Food Safety Management Systems
- Safe Facilities and Pest Management
- Cleaning and Sanitizing

For more information on the ServSafe Manager exam: [ServSafe® - Manager](#)[ServSafe® - Manager](#)

This course is designed to cover 6 training sessions. We typically teach two training sessions per week that last about an hour each. See below for a sample schedule:

*Tuesday- Chapters 1 and 2*

*Thursday-Chapters 3 and 4*

*Tuesday-Chapters 5 and 6*

*Thursday-Chapters 7 and 8*

*Tuesday-Chapters 9 and 10*

*Thursday- Review Session*

*Friday- Exam*

Throughout this manual we will review each study session per the chapters and schedule mentioned above. This course relies heavily on participants reading the chapters before coming to class. We do not spend the given hour reviewing facts, but instead play review games and clarify outstanding questions. The sessions work best with at least 2 participants, but we have completed them with only 1 successfully. Each chapter has compiled resources to be used during class and for participants to review at home.

Good luck!

Holly Cawley & Ashley Roth