

# Partnership for Food Protection Training Workgroup

Final Report

July 22, 2010



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## **Introduction**

This document summarizes activities of the Training and Certification Workgroup (TWG) of the Partnership for Food Protection (PFP). The Workgroup was established to play a major role in establishment of a national training and certification system for Federal, State, Local, Tribal, and Territorial Regulatory and Public Health partners.

## **Training Workgroup Definition**

The Training and Certification Workgroup was established by the Steering Committee of the multi-agency Food Safety Working Group established as part of President Obama's national effort to develop a National Integrated Food Safety System. The Workgroup is part of on-going efforts to strengthen the nation's food safety and food defense system. It is expected that an integrated food safety system will result in better coordinated Food/Feed Safety and Protection, and in the event of a large foodborne illness outbreak, better response to multi-state outbreaks. Specifically the workgroup will assist in development and implementation of uniform, national standards in training and certification programs with existing regulatory and public health partners.

The workgroup was given specific charges:

### **Charge #1**

Establish competencies and certification for all disciplines.

- Short-term deliverable: Perform a job analysis for (all governmental jobs and stakeholders) inspectors involved in food and feed protection (prevention, intervention, and response). Identify current competency assessments and credentials. Develop a set of core competencies. Develop a framework for credentialing that could be taken back to associations and agencies to share.
- Long-term deliverable: To expand to include other disciplines, experienced staff and stakeholders involved in food and feed protection.

### **Charge #2**

Establish a national training center.

- Short-term deliverable: Assess and review training currently available for all disciplines involved in food and feed protection (prevention, intervention, and response) and identify any gaps. Use this information to assess whether Kellogg Foundation International Food Protection Training Institute (IFPTI) proposal fits needs and goals identified by the work group.

- Long-term deliverable: To put together a comprehensive course catalog.

### **Original Training Workgroup Coordinating Committee Members**

**Gerald Wojtala** Association of Food and Drug Officials - AFDO (now Executive Director of the International Food Protection Training Institute)

**Joe Corby** AFDO Alternate, (now AFDO Executive Director), former Co-Chair

**Adam Reichardt** Association of State and Territorial Health Officials - ASTHO (now Vacant), former Co-Chair

**Robyn Atkinson** Knoxville Regional Laboratory, Deputy Director, State Laboratory

**Brian Collins** Director, City of Plano, Texas Health Department (Leadership Committee, Coordinating Committee and TWG Co-Chair)

**Troy Huffman** Food Safety Evaluation Officer, Drinking Water and Environmental Health, Lincoln, Nebraska

**Stan Stromberg** Oklahoma Dept. of Agriculture, Food and Forestry

**Bob Custard** Alexandria, VA., Health Department Environmental Health Division

**Angela Montalbano** New York Department of Agriculture and Markets

**Sandra Craig** SC Dept. of Health and Environmental Control Division of Food Protection

**Michelle Motsinger** Colorado Dept. of Public Health & Environment Retail Food Training, Survey & Standardization

**John Nakashima** Hawaii State Dept. of Health Dept. of Health, Food Safety Consultation & Education Program

**Brett Groves** Office of Indiana State Chemist Seed, Feed, Fertilizer Program

**Ellen Reynolds** Union County, NC Health Dept. Environmental Health

**Susan Kendrick** Oregon Dept. of Agriculture Food Safety Division, Education Specialist

**David Read** Minnesota Dept. of Agriculture (Co-Chair)

**Andrew Cannons** USF-Center for Biological Defense

**Vicki Everly** County of Santa Clara, Department of Environmental Health

**Vickie Church** County of San Diego

**Michele Samarya-Timm** Somerset County, NJ Health Department

**Jeanne Rankin** Montana Department of Livestock

### **Federal Members**

**Art Liang** (CDC) Coordinating Committee

**Gary German** (ORA) Senior Representative (Now Retired)

**Jim Fear** Subject Matter Experts (ORA)

**Brett Koonse** (CFSAN)

**Karyn Johnstone** (CVM)

**Charles Otto** (CDC/EHSB)

### **Kansas City Meeting**

A meeting of all members (including all workgroups) of the Partnership for Food Protection was held in Kansas City, Missouri May 28-29, 2009. During the meeting all workgroups were given time on the agenda to conduct breakout sessions and work on Workgroup charges.

#### **Summary of Training Workgroup activities conducted:**

The Co-Chairs of the Workgroup at the time of the meeting; Adam Reichardt and Joe Corby asked members of the training workgroup to vote on whether the workgroup needed one or two chairs. The workgroup voted for two Co-chairs. Nominations were made and Dave Read and Brian Collins were elected as new Co-chairs.

Workgroup members engaged in open discussion concerning specific charges presented to the workgroup. A decision was made to narrow scope of the charges. Specifically, a consensus was reached that identification of core competencies for regulatory personnel was required before needed training courses could be identified. Initial focus would be applied to entry-level food and feed regulatory personnel followed by applications to Journey, Technical Expert and Leadership levels.

#### **Charge 1**

Evaluate tasks, competencies and certification for entry-level food and food regulatory personnel.

Short-term deliverable: Perform a job analysis for entry level inspectors/ investigators involved in food/feed protection (prevention, intervention, and response). Identify current competency assessments and credentials. Develop a set of core competencies. Develop a framework for credentialing that could be taken back to associations and agencies to share.

“All the governmental jobs and stakeholders” was removed from the original charge due to the overwhelming process of conducting job analyses on all government and stakeholder jobs.

Long-term deliverable: To expand to include other disciplines, experienced staff and stakeholders involved in food/feed protection.

**The following Timeframes for Charge 1 were established:**

Thirty (30) days from the Kansas City, Missouri meeting – TWG members were to send available job descriptions/competencies/ framework to Steve James (FDA/DHRD) by July 1<sup>st</sup>. The group also decided to solicit additional job descriptions from members of all workgroups present at the meeting.

Sixty (60) days from the Kansas City, Missouri meeting - held a meeting with the Co-Chairs and newly designated “Bucket Chairs” with FDA consultant for Job Analysis. The newly established Bucket Chairs for each of the three buckets are:

**Raw Foods Chair:** Brett Koonse

**Manufactured Foods Chair:** Angela Montalbano

**Retail Foods Chair:** Bob Custard

Ninety (90) days from the Kansas City, Missouri meeting - conducted a teleconference with bucket groups (raw foods, manufactured foods, retail foods). Each workgroup member agreed to be assigned to one of the three bucket groups. A breakdown follows:

<b>Raw Group:</b>	<b>Manufacturing Group:</b>	<b>Retail Group:</b>
Brett Koonse	Angela Montalbano	Bob Custard
Jeanne Rankin	Stan Stromberg	Brian Collins
Karyn Johnstone	Brett Groves	Vicki Everly
Sandra Craig	Susan Kendrick	Michele-Samarya Timm
Stan Stromberg	Dave Read	Ellen Reynolds
Andrew Cannons	Michelle Motsinger	Vickie Church
	Gerry Wojtala	Michelle Motsinger
	Vickie Church	John Nakashima
	Adam Reichardt	Charles Otto
		Adam Reichardt

A decision was reached to hold a meeting of the entire workgroup in late September or October of 2009.

**Additional decisions concerning future workgroup activities**

A Decision was made to conduct a Job Task Analysis for entry-level food/feed inspector and investigation positions.

The Training Workgroup endorsed work of the International Food Protection Training Institute (IFPTI) and pledged support of IFPTI activities.

## **Charge 2**

Establish a national training center.

Short-term deliverable: Assess and review training currently available for disciplines involved in food protection (prevention, intervention, and response) and identify gaps. Use this information to assess whether Kellogg Foundation proposal fits needs and goals identified by the work group.

Long-term deliverable: A comprehensive course catalog.

## **Next Steps for Charge 2**

The Training Workgroup agreed to support the International Food Protection Training Institute.

The Workgroup will pursue a formal relationship (representation) with the Advisory Council of the International Food Protection Training Institute through Co-Chairs of the Training Workgroup.

Training Institute will provide workgroup with a list of courses provided by numerous associations and via various “call for papers” initiatives.

Workgroup will develop a catalog of existing courses from various associations and regulatory bodies including FDA’s ORAU courses.

Job analyses will be used to help develop a list of core competencies to develop a curriculum for different disciplines of food/feed safety professionals.

A gap analysis will be conducted to define barriers that exist between training needs and training content.

A catalog of potential and existing courses by function and tasks will be made available by August 2010.

Workgroup will continue to explore credentialing/certification.

## **Bucket Chair meeting in Rockville**

The sub-committee of the 50 State Partnership Training Workgroup, collaborated with DHRD staff to begin development of a core standard for food inspectors/investigators at all regulatory levels.

Attendees at the Training Workgroup meeting held on July 21 & 22, 2009 at DHRD/ORAU:

Brian Collins, Director, City of Plano Health Department  
Bob Custard, Alexandria Health Department  
Jim Fear, DHRD  
Karyn Johnstone (FDA/CVM)  
Vejay Krishna, ANSI  
Brett Koonse (FDA/CFSAN)  
Angela Montalbano, New York Department of Agriculture and Markets  
David Read, Minnesota Dept of Agriculture  
Christine Niero, Professional testing  
DHRD Support Staff: William Dardick, Gary German, Steven James, Jill Sooter

### **Summary of Bucket Chair Meeting**

A job task analysis underlies all charges developed by the TWG and is the logical preliminary step toward equity in training and certification. The job task analysis will have three phases of development and within each phase there will be multiple steps. The current step is to solicit agreement on definition of a basic food inspector, begin determining what that inspector does and define what they should know. DHRD staff organized and reviewed a subset of relevant documents and conducted a focus group with stakeholders and subject matter experts. An initial set of tasks and competencies were acquired from a food investigator job task analysis conducted by OPM for DHRD that involved food investigators at the federal level. The focus group identified “who” is a basic food inspector, edited the initial set of tasks, and added tasks identifying what this inspector responsibilities are. In addition, an action plan was developed by this sub-committee that included identification of issues from other stakeholders, subject matter experts (SME’s), and documentation that would be relevant to further methods to conduct additional investigations in phase one of the job task analysis.

Rational for the methodology is to set the stage for a full job task analysis. In conducting the investigation we must first define clearly “who” we are talking about when we refer to a core or basic food safety inspector across all regulatory bodies. Next, we will begin the process of refining “what” this person does and what they need to know to do their job. In the current investigation, subject matter experts from the training work group sub-committee utilized the Manufactured Food Regulatory Program Standards (Standard No. 2 Training Program) as a guide to begin the discussion of “who” the group was referring to, naming and defining that person, refining “what” that person does, and developing core competencies.

Discussion was directed to why these tasks were selected and toward clarification of who they were talking about as a food inspector. The group determined that the Manufactured Food Regulatory Program Standards (Standard No. 2 Training Program) was very close to a definition of the type of



person they wanted to reflect as a food inspector. The group reviewed and edited the concepts and competencies related to the training material involved with the standard to come up with a unified concept of a basic food inspector across all types of food and feed safety inspections. The group named the inspector a “Basic Food Inspector” and defined the individual as someone who had gone through a standardized set of training over the course of 24 months. The body of knowledge underlying the inspector would be similar to existing training described in the standard but the group agreed that it needed to be developed further by other SME’s identified by the Training Workgroup.

The group used the new refined definition of a “Basic Food Inspector” to agree on the list of tasks which totaled more than 120. Tasks were removed, edited and added by this group. Specifically, language was changed; tasks were removed, split into multiple tasks or added as a new task when necessary. The final list of tasks developed were acknowledged by the group for use as an instrument for review by additional SME’s, chosen by the broader committee to edit, remove and add more detail to the initial list. This is not to be the final list of tasks but a list developed to help guide the first phase of a job task analysis (JTA).

The group further set an action plan to help meet charges of the Training Workgroup. The first steps to meet the two broad charges of certification and training would be to conduct a JTA with a completion goal of August 2010. A consultant will be hired to help DHRD and the WG complete this plan. The next steps would include the following: a call for documents meeting defined criteria; job descriptions that included non-supervisor, basic or entry level positions that conducted inspections in food or feed; training documents that contained course descriptions and course objectives; identify lists of national courses already developed by others; identify SME’s for future focus groups; and identify other individuals who could acquire and/or supply relevant documents.

### **IFPTI Back mapping Process (presentation by IFPTI)**

The International Food Protection Training Institute (IFPTI) is collaborating with a curriculum team (a representative group of state and local food protection professionals and university academicians) to design a competency – based, career - spanning professional development curriculum that encompasses and organizes existing professional development into efficient, effective, standards. IFPTI is using a curriculum design process known as backmapping, which is defined by the U.S. Department of Education as a tool developers can use to plan results-based professional development.

The backmapping process is focused on initially determining desired outcomes of training or a training program and designing training or a training system or program to achieve those outcomes. One of the identified tasks has been to determine how to use courses that already exist in the curriculum as well as to develop courses to address unmet needs.

IFPTI initiated the backmapping process by convening a curriculum committee, a subgroup of the IFPTI advisory council, to identify and articulate terminal learning objectives for each of the four professional levels (entry, journey,

technical, and leadership) and across four performance dimensions (technical, programmatic, communication, and management/leadership). These terminal learning objectives represent the knowledge, skills, and abilities that state and local government food protection professional should possess after completing training associated with each professional level.

A curriculum framework for an integrated food safety system depicting the four professional levels with three professional tracks (unprocessed, manufactured, and retail) per level was designed to demonstrate the interrelationship between, among, and progression through, four professional levels as well to represent content areas within the professional levels and tracks. The curriculum framework includes programs that are designed to span various professional levels (e.g., the Fellowship in Food Protection, which spans Journey and Technical professional levels).

The curriculum team has been identifying and defining content areas and competencies for each professional level and track within the curriculum framework. Professional level spanning content areas, which are areas that contain training all food protection professionals should have regardless of their professional track and have been identified and defined by the curriculum team.

An existing set of competencies was validated through curriculum team review, a survey of state and local government food protection community, and mapping to the curriculum framework. The curriculum team will articulate the meaning of each competency identified within the content areas, providing metrics for professional development course learning objectives.

IFPTI will map and sequence an inventory of existing food safety training, which has been collaboratively compiled, onto the IFPTI curriculum framework in order to identify and categorize the training by professional level, track and content areas. This process will: 1) help determine learning paths for food protection professionals, 2) allow a gap analysis of existing training opportunities to be performed, resulting in course development prioritization to address unmet needs, 3) identify existing courses that meet the International Association for Continuing Education and Training (IACET) standards, 4) encourage course owners to update courses to meet IACET standards, and 5) help determine course delivery modalities (on-line, on-site, hybrid, etc.)

### **Meeting of Training Workgroup in Fort Worth, Texas**

All of the 50 State Partnership for Food Protection Workgroups met in Fort Worth, Texas November 17-18, 2009. During the meeting the Training Workgroup held a break out session to discuss status of on-going work to complete the group's charges and future work of the Training Workgroup.

#### **The agenda for the break-out session was as follows:**

- |                         |              |
|-------------------------|--------------|
| I. Introduction /Vision | German/James |
| II. Charges Goals/Dates | Collins/Read |

III. JTA Process/Work plan	Dardick/James
IV. Certificate/Certification	Dardick/James
V. Credential 101	Shaw/NEHA
VI. IFPTI Report	Corby/Read
VII USDA/FSIA Retail Training Program	Stafko
VIII. Call for Papers	Read
IX. Work Session	Collins/Read
X. Next Steps/Timeline	Collins/Read
XI. Report	Workgroup

### **Highlights of the meeting**

Gary German, Director of FDA/DHRD presented a DRAFT version of a vision paper titled “Vision Plan for Food Safety Training and Certification for FEDERAL/STATE/LOCAL/TERRITORIAL/TRIBAL REGULATORS” Dated November 11, 2009. The Training Workgroup was asked to review the DRAFT Vision Paper and offer their input/suggested edits.

Co-Chairs Brian Collins and David Read reviewed status of workgroup’s progress toward meeting the goals/charges – both long and short term.

### **Charge 1 Establish competencies and certification for all disciplines**

#### SHORT TERM DELIVERABLES:

- Perform a job analysis for entry level inspectors involved in food protection
- Identify Current Competency Assessments and Credentials
- Develop a set of Core Competencies
- Develop a Framework for Credentialing

#### LONG TERM DELIVERABLES:

- To Expand and include other disciplines, experienced staff to the journeyman level and stakeholders involved in food protection

### **Charge 2 Establish a National Training Center**

#### SHORT TERM DELIVERABLES:

- Assess/Review training currently available
- Assess/review Kellogg Foundation Proposal (IFPTI)

#### LONG TERM DELIVERABLES:

- Comprehensive Course Catalog

### **Status of Training Workgroup efforts to meet the Charges (11/09)**

- Pursue a formal relationship with IFPTI Advisory Council - (Completed)

- IFPTI to provide the workgroup with a list of courses already available through various associations – (Completed)
- Workgroup development of a catalogue of existing courses
- Use a job Task Analysis to develop a list of core competencies and develop a curriculum for disciplines in food safety – (In Progress)
- Gap Analysis looking for barriers in training content – (In Progress)
- Catalog of potential and existing courses by August 2010
- Explore Credentialing/certification – (In Progress)
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### **Plan/Roadmap to move forward on completion of Charges**

- Call by Workgroup for additional Job Descriptions (Nov – Dec 2009)
- Expansion of the call to include Subject Matter Experts, Training Courses, Current existing Curricula (Dec 2009)
- Contract with FDA consultant to conduct Full Job Task Analysis (JTA) (Dec 2009)
- Complete JTA for “entry level” inspector/investigator (July 2010)
- Identify “core curriculum” for “entry level” inspector/investigator (July 2010)
- Identify “advanced curriculum” for “entry- level” inspector/investigator (July 2010)
- Develop or endorse a credential for entry-level inspector/investigator (Sept 2010)
- Identify “advanced curriculum” for “entry- level” inspector/investigator (July 2010)
- Develop or endorse a credential for entry-level inspector/investigator (Sept 2010)
- Conduct a JTA for Journey, Technical, Leader level JTA (2011)
- Develop JTA for other areas (epi, lab, other) (2012)
- Develop credentials for all positions (2012)

### **Workgroup Activities**

#### **-- including presentations made by the Co-Chairs**

- Brian – Presentation at Food Safety Summit (April 14<sup>th</sup> 2010)
- David – AFDO presentation to IFPTI Advisory Council (April 20<sup>th</sup> at Gaudette University)
- Submission of job description from various state and local food/ feed inspection programs
- Multiple conference calls
- Contract work with IFPTI
- On-going project deliverable compilation

### **IFPTI support to date of the Work Group**

- Curriculum development / Back mapping - matrix

- Catalogue of courses – [www.foodshield.org](http://www.foodshield.org)
- Research and identification of available training courses
- Continue to evaluate and submit SME's

### **The Contract to Conduct a Job Task Analysis**

The preliminary scope of work to conduct job analyses began in September. Initially the subcommittee for training and certification got concurrence that the job analysis was a reasonable starting point from both the full training and certification work group as well as from the members of the training and certification task group. It was determined by all parties that DHRD on behalf of the training and certification work group and task group would take the lead and develop the scope of work. The contract is being funded by FDA.

Initially the scope of work was written and submitted to the FDA's contracting office in October 2009. Through an extensive and labor intensive process, many iterations of the scope of work were developed prior to the final document being approved by both DHRD and the contracting office. As of July the initial selection process has been completed and the contracting office is in negotiations to determine all preliminary funding issues. A more detailed description of the actual work and identification of the contractor will follow when an agreement between contracting and the contractor is made. In accordance with the work groups charges several tasks were prescribed to be completed in the scope of work.

The scope of work incorporated three main tasks: The job analysis through final reporting, the development and organization of a certification program and the development of certifications for the basic food inspector and up to eight (8) specialty/advanced areas as well as the provision for periodic updates.

The scope of work calls for the contractor to first conduct several job/task analysis required to identify the core competencies and develop the certification programs for the basic food/feed inspector and for up to eight (8) of advanced specialty areas/positions (Phase I shall be used by the 50 state partnership to begin development of core curriculum for the basic food/feed inspector). The contractor will then develop a survey instrument to verify the findings of the first phase of the job/task analysis. The contractor shall produce final reports including test blue prints, content and assessment formats as well as all other necessary information to develop the credentialing/certification programs. This will provide the foundation for the specific certifications to be developed.

In order to assist with the organization of certifications the contractor will help development policies and procedures, implement a records and document control system in accordance with the FDA QMS system and in compliance with ANSI ISO 17024. The scope of work calls for assistance in identification of an organization with the capacity to support and maintain an on-going certification in accordance with the consensus standard ANSI 17024.

The final task in the scope of work calls for the development of certification programs for the Basic Food/Feed Inspector and the 8 advanced/specialty areas.

There are additional provisions for periodic updates. All credentialing/certification programs developed shall be in accordance with generally accepted consensus standards such as ANSI 17024.

### **Final Summary**

There have been several accomplishments of the workgroup for training and certification, amongst them four (4) stand out. The first of the notable accomplishments is the support and redrafting of a vision document. The workgroup has reviewed the Draft Vision document as proposed by Gary German offered input and made revisions. This is deliverable #1 for the WG and provides a roadmap for training and certification of regulatory investigators in an Integrated Food Safety System.

The workgroups second main accomplishment deliverable was recognition, endorsement, and support of the work of IFPTI and placement of the Co-chairs on IFPTI's Advisory Council. The workgroup has developed a formal relationship with the Council. IFPTI is assisting the workgroup in compiling a catalogue of training courses that are currently available. This working relationship has assisted the workgroup in developing and posting a catalogue of currently available training courses on [www.FoodShield.org](http://www.FoodShield.org).

The third workgroup accomplishment is the job analysis and training goals through a call for information (Job Descriptions). The information received was used as the first step in an informal start to a job analysis. The information was compiled and compared to a recent OPM analysis for succession planning. The resulting tasks and competencies were used by IFPTI to conduct a back mapping exercise on existing training courses to identify possible gaps in the training currently available for food safety inspectors/investigators. This work continues.

Finally, the workgroup, through FDA, has developed and posted a contract proposal to conduct job task analyses needed to fully address specific charges assigned to the workgroup. Proposals submitted by potential consultants have been evaluated and the contract will be awarded by August 2010. Once the contract is awarded, work will begin to establish the core competencies and design the certification programs required for the basic food inspector/investigator and up to 8 specialty areas.

## **Training & Certification Task Group: Proposal to Move Forward**

The moving forward document developed by the Training and Certification Task Group has several issues that run parallel with the efforts of Training Work Group. The document also proposes a plan to collapse both groups into one to best continue the work that has been started on training and certification. Extracted here are some of the subject matter from the Training and Certification Task Group document that directly relate to issues from the Partnership for Food Protection Training Work Group but have not been covered directly in other areas of this final report.

The Partnership for Food Protection (PFP) Work Groups and the FDA Task Groups have both recommended that the final FDA advisory councils be comprised of training development and certification experts as well as other stake holders in the FDA. This includes ORA's DHRD professionals and subject matter experts from ORA HQ and Field offices, CFSAN, and CVM. The councils will also include representatives from selected associations and state, local, territorial, and tribal partners involved in food safety. In order to preserve continuity and initiate action, members of the PFP Training Work Group will be asked to serve as the initial representatives from these associations and regulatory partners.

The Task Group's proposal also includes a discussion of specific actions within FDA that would lead to the development and implementation of an accredited certification program for food safety regulatory officials. In 2008 FDA/DHRD began a process designed to lead to the accreditation of ORA's certification programs.

These efforts have resulted in the proposal of a new model for food training and certification. The proposal calls for the following changes in DHRD: a new team for performance audits, a new developmental team for training and a new branch for the development and administration of food certification. This model is based on the fundamentals of modern certification theory and requires corresponding training, education and development to be based on the same fundamentals. The training and testing developed and implemented through this new system will be based on universally accredited methods for transferring knowledge, physical/mental skills and attitudes.

As proposed this will be the model for the development and implementation of ORA's new and improved certification program. In the future Food Safety training and certification accomplished by DHRD and/or other organizations involved in this partnership will derive validity from the job analysis to be conducted for the integrated national food safety system.

### **Defining Centers of Excellence:**

The Training and Certification Task Group has proposed specific roles and responsibilities for the Centers of Excellence described in the Vision Document.

**Centers of Excellence:** The Training Advisory Council will approve all Training Centers of Excellence and the Certification Advisory Council will approve all Certification Centers of Excellence. The approval will be based on the specific provider meeting defined quality and content standards. The preliminary quality standard is confirmed through recognized accreditation. This could take the form of an ANSI accreditation, College accreditation or other accreditation as recognized by the advisory council.

**Training Centers of Excellence (TCOE):** A TCOE will be targeted towards a recognized content area(s). The Content areas will be defined by the Training Advisory Council through recognized methodology such as a job or performance analysis. The content standard will dictate what specific product will be provided by the Centers of Excellence (COE). A Training Center of Excellence will be considered an approved quality provider of targeted content area(s) of training.

The work currently being conducted by IFPTI is helping establish potential pieces of the content standard for Training Centers of Excellence. The Training and Certification Task Group recommends that IFPTI and DHRD/ORU be recognized as Training Centers of Excellence. This recommendation is in conjunction with recommendations from the 50 State Partnership for Food Protection (Training Workgroup). Although these are preliminary recommendations that should be confirmed by the council once it is established.

The FDA Training Advisory Council will establish an independent procedure and criteria that will be used to audit the Training Centers of Excellence. The procedure and criteria will be in agreement with the consensus standard used and will use qualified auditors to conduct the audits.

**Certification Centers of Excellence (CCOE):** A CCOE will be targeted towards a recognized content area(s). The Content areas will be defined by the certification advisory council through recognized methodology such as a job or performance analysis. The content standard will dictate what specific certification tracks will be addressed/provided by the CCOE.