

## Child Nutrition Programs

### On-site Training Record for Sanitation and Food Safety

Pursuant to Public Health Code 19-13-B42(s)(8)(A) the Qualified Food Operator (QFO) of each food service establishment is responsible for ensuring training of food preparation personnel. Training shall include but not necessarily be limited to: instruction in proper food temperature control; food protection; personal health and cleanliness; and sanitation of the facility, equipment, supplies and utensils.

The QFO of each food service and catering food service establishment shall maintain written documentation of a training program, and training records of individual employees, and shall make these records available to the local health departments upon request. Training records should be retained for the term of employment of all current food workers.

**Date:** \_\_\_\_\_ **Time:** \_\_\_\_\_

**Location:** \_\_\_\_\_ **Trainer:** \_\_\_\_\_

**Topic(s) Covered:** \_\_\_\_\_  
\_\_\_\_\_

Food Service Personnel Trained	
Name	Position
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Food Service Personnel Trained	
Name	Position
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For guidance regarding the requirements and implementation of Connecticut PHC Section 19-13-B42, visit the Connecticut State DPH [Food Protection Program](#) Web site or contact the [school nutrition programs](#) staff in the CSDE Bureau of Health/Nutrition, Family Services and Adult Education, 25 Industrial Park Road, Middletown, CT 06457.

*This form is available as a PDF and Word document on the CSDE's Food Safety Web page at [www.sde.ct.gov/sde/cwp/view.asp?a=2626&q=333766](http://www.sde.ct.gov/sde/cwp/view.asp?a=2626&q=333766).*

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