



CATAPULT

SITXFSA006

Participate in safe food handling practices

Table of Contents (Extract)

NOTE: This is a sample only. This cover page is not included in Catapult Smallprint's printed books.

This Table of Contents extract is taken from Catapult Smallprint's full hardcopy Trainer/Assessor Guide for the unit SITXFSA006.

For more information, including using our enhanced online version of this unit in Catapult LMS, or to purchase the Learner or Trainer printed books, please see this unit on our website by clicking this link:

<https://catapultlearning.com.au/product/SITXFSA006/>

Trainer/assessor guide

SITXFSA006

Participate in safe food handling practices

Welcome to this unit of study

This unit describes the performance outcomes, skills and knowledge required to handle food safely during the storage, preparation, display, service and disposal of food. It requires the ability to follow predetermined procedures as outlined in a food safety program.

The unit applies to all organisations with permanent or temporary kitchen premises or smaller food preparation areas. This includes restaurants, cafes, clubs, and hotels; tour operators; attractions; function, event, exhibition and conference catering; educational institutions; aged care facilities; correctional centres; hospitals; defence forces; cafeterias, kiosks, canteens and fast food outlets; residential catering; in-flight and other transport catering.

Safe food handling practices are based on an organisation's individual food safety program. The program would normally be based on the hazard analysis and critical control points (HACCP) method, but this unit can apply to other food safety systems.

It applies to food handlers who directly handle food during the course of their daily work activities. This includes cooks, chefs, caterers, kitchen hands and food and beverage attendants.

Food handlers must comply with the requirements contained within the Australia New Zealand Food Standards Code.

In some States and Territories businesses are required to designate a food safety supervisor who is required to be certified as competent in this unit through a registered training organisation.

It may be undertaken as:

- » part of a formal qualification nationally recognised through the Australian Qualifications Framework (AQF)
- » a stand alone unit
- » part of a formal skill set

Contents

| | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|----|
| About this trainer/assessor guide | 4 |
| Learning resource..... | 5 |
| Topic 1: Follow food safety program | 5 |
| Access and use relevant information from organisational food safety program..... | 5 |
| Follow policies and procedures in food safety program | 9 |
| Control food hazards at critical control points | 11 |
| Complete food safety monitoring processes and complete documents as required | 17 |
| Identify and report non-conforming practices..... | 19 |
| Take corrective actions within scope of job responsibility for incidents where food hazards are identified..... | 21 |
| Check your understanding | 23 |
| Topic 2: Store food safely | 25 |
| Select food storage conditions for specific food type | 25 |
| Store food in environmental conditions that protect against contamination and maximise freshness, quality and appearance | 27 |
| Store food at controlled temperatures and ensure that frozen items remain frozen during storage | 30 |
| Ensure food is stored to avoid cross-contamination of ingredients | 33 |
| Check your understanding | 35 |
| Topic 3: Prepare food safely | 37 |
| Use cooling and heating processes that support microbiological safety of food | 37 |
| Monitor food temperature during preparation using required temperature measuring device to achieve microbiological safety | 42 |
| Ensure safety of food prepared, served and sold to customers | 44 |
| Prepare food to meet customer requirements, including actions to address allergen requests by customers | 47 |
| Check your understanding | 49 |
| Topic 4: Provide safe single use items | 51 |
| Store, display and provide single use items so they are protected from damage and contamination | 51 |
| Follow instructions for items intended for single use..... | 54 |
| Check your understanding | 55 |
| Topic 5: Maintain a clean environment | 57 |
| Clean and sanitise equipment, surfaces and utensils..... | 57 |
| Use appropriate containers and prevent accumulation of garbage and recycled matter | 66 |
| Identify and report cleaning, sanitising and maintenance requirements | 69 |
| Dispose of, or report damaged or unsafe eating, drinking or food handling utensils | 73 |
| Take measures within scope of responsibility to ensure food handling areas are free from animals and pests and report incidents of animal or pest infestation | 75 |
| Check your understanding | 79 |
| Topic 6: Dispose of food safely | 81 |
| Mark and separate from other foodstuffs any food identified for disposal until disposal is complete | 81 |
| Dispose of food promptly to avoid cross-contamination | 83 |
| Use appropriate documentation to record disposed food items..... | 84 |
| Check your understanding | 87 |

| | |
|------------------------------------------------------------|------------|
| References..... | 89 |
| Assessment workbook | 91 |
| Unit information | 93 |
| What is competency-based assessment?..... | 95 |
| How will my competency be assessed?..... | 96 |
| Assessment agreement | 97 |
| Foundation skills checklist..... | 98 |
| Skills recognition..... | 99 |
| Topic 1: Follow food safety program | 100 |
| Topic 2: Store food safely | 101 |
| Topic 3: Prepare food safely | 102 |
| Topic 4: Provide safe single use items | 103 |
| Topic 5: Maintain a clean environment | 104 |
| Topic 6: Dispose of food safely..... | 105 |
| Knowledge questions | 106 |
| Topic 1: Follow food safety program | 108 |
| Topic 2: Store food safely | 124 |
| Topic 3: Prepare food safely | 132 |
| Topic 4: Provide safe single use items | 140 |
| Topic 5: Maintain a clean environment | 143 |
| Topic 6: Dispose of food safely..... | 155 |
| Projects | 160 |
| Practical assessment | 165 |
| Overview | 165 |
| Instructions for the learner..... | 167 |
| Learner agreement..... | 168 |
| Instructions for trainer/assessor or third party | 169 |
| Third party evidence collection agreement | 170 |
| Practical demonstration | 171 |
| Completion record | 191 |
| Unit mapping..... | 192 |
| Trainer/assessor instructions and requirements..... | 200 |

About this trainer/assessor guide

Learning resource

The learning resource is divided into the following topics:

- » Follow food safety program
- » Store food safely
- » Prepare food safely
- » Provide safe single use items
- » Maintain a clean environment
- » Dispose of food safely

Each topic provides information to help you gain the skills and knowledge required to perform the work tasks to which they refer. Read the information and practise the skills described. You should also take the opportunity to undertake additional independent research. Your trainer/assessor may also provide supplementary information including interpretation of the contents of this resource.

At the end of each topic is:

- » a set of true or false questions
- » a set of multiple choice questions

These questions provide an opportunity to check your understanding and progress. They are self-marking and do not form part of the assessment for the unit.

Assessment workbook

To have this unit recognised as a formal qualification you need to have your skills and knowledge assessed. The assessment workbook provides:

- » information on competency-based assessment
- » instructions on how you will be assessed
- » assessment tools to assess your competence
- » instructions on how to complete the assessment tasks within each assessment tool

To be assessed as competent you need to provide evidence that you have the skills and knowledge to undertake the requirements of this unit. This assessment of competency is made by a qualified trainer/assessor from a registered training organisation. You must complete all the assessments as directed by your trainer/assessor to the required standard. It is not necessary to work through the guide in the order in which it is written. However this is at the discretion of your trainer/assessor.

Disclaimer

Information contained in this resource is drawn from sources believed to be reliable. The firm, its employees, agents and contractors do not warrant the correctness of the sources used and accept no responsibility to any person for any errors or omissions or for any loss or damage howsoever caused from the use of this resource.