UNIT OUTLINE

SITXFSA001 – Use Hygienic Practices for Food Safety

PURPOSE

The Unit Outline provides you with information on how the training and assessment for this unit will be conducted.

UNIT AND VET LECTURER DETAILS

Unit Code	SITXFSA001
Unit Title	Use hygienic practices for food safety
VET Lecturer Name	John Leeder, Danielle Hosking, Tania Smith
Location	Darwin, Alice Springs, Tennant Creek, Nhulunbuy
Phone	08 89456048
Delivery Mode	Face to Face or Online
Email	info@karensheldon.com.au
Application	This unit describes the performance outcomes, skills and knowledge required to use personal hygiene practices to prevent contamination of food that might cause food-borne illnesses. It requires the ability to follow predetermined organisational procedures and to identify and control food hazards. The unit applies to all organisations with permanent or temporary kitchen premises or smaller food preparation or bar areas. This includes restaurants, cafes, clubs, hotels, and bars; 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. It applies to food handlers who directly handle food or food contact surfaces such as cutlery, plates and bowls during the course of their daily work activities. This includes cooks, chefs, caterers, kitchen stewards, kitchen hands, bar, and food and beverage attendants, and sometimes room attendants and front office staff. 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. Food safety legislative and knowledge requirements may differ across borders. Those developing training to support this unit must consult the relevant state or territory food safety authority to determine any accreditation arrangements for courses, trainers and assessors.
Attendance Details	Attendance is recommended, participation may also include work experience and/or industry participation.
Pre-requisite	Nil
Co-requisite	Nil
Work Health and Safety Instructions	It is a requirement when in training that you follow the WH&S guidelines of Karen Sheldon's Policies and procedures. It is expected that you will adhere to the Workplace Work Health and Safety policies and when working in the office environment ergonomic principles must be observed. RSA is a workshop environment, therefore closed in shoes with non-slip soles are compulsory.

STUDENT INFORMATION

Student Support	Student Administration and Equity Services provide general counselling; complaint resolution; equity information, assistance and support; disability support; indigenous academic support; language, literacy and numeracy support. More information is available from your trainer or the Karen Sheldon Website.
Recognition of Prior Learning (RPL)	If you believe you already have the knowledge and skills to be able to demonstrate competence in this unit speak with your VET Trainer as you may be able to apply for Recognition of prior learning (RPL).
Reasonable Adjustments	If you have difficulty understanding or completing the training or assessment due to a disability, language barrier or other difficulties, notify your trainer as soon as possible. You will be able to discuss with your VET trainer ways to make reasonable adjustments to the training and assessment process. For example, it may be possible to complete a written assessment verbally, use assistive technologies or have the environment and resources adapted.
Academic Appeals and Complaints Resolution	If you require an extension of time, special consideration, or appeal against a final result in a unit, you should speak directly to your VET trainer. If you are unable to satisfactorily resolve your concern you should refer to Karen Sheldon Policy and Procedures for the process and/or contact: Karen Sheldon Board of Directors.

UNIT OUTCOMES

On completion of this unit, you will be able to:

1. Follow hygiene procedures and identify food hazards. 1.1. Follow organisational hygiene procedures. 1.2. Report unsafe practices that breach hygiene procedures promptly. 1.3. Identify food hazards that may affect the health and safety of customers, colleagues and self. 1.4. Remove or minimise the hygiene hazard and report as appropriate for follow-up.
2. Report any personal health issues. 2.1. Report personal health issues likely to cause a hygiene risk. 2.2. Report incidents of food contamination resulting from personal health issues. 2.3. Cease participation in food handling activities where own health issue may cause food contamination.
3. Prevent food contamination. 3.1. Maintain clean clothes, wear required personal protective clothing, and only use organisation-approved bandages and dressings. 3.2. Prevent food contamination from clothing and other items worn. 3.3. Prevent unnecessary direct contact with ready to eat food. 3.4. Ensure hygienic personal contact with food and food contact surfaces. 3.5. Use hygienic cleaning practices that prevent food-borne illnesses.
4. Prevent cross-contamination by washing hands. 4.1. Wash hands at appropriate times and follow hand washing procedures consistently. 4.2. Wash hands using appropriate facilities.

You will demonstrate this by showing that you have Foundation Skills to:

Reading skills to:

- Interpret organisational documents or diagrams relating to:
- Organisational food safety programs
- Hygiene and food safety procedures
- Hazard analysis and critical control points (HACCP) practices.

Oral communication skills to:

- Report hygiene hazards and non-compliant organisational practices accurately.

ASSESSMENT SUMMARY

Assessment task number	Assessment task name	Due date	Number of assessment attempts allowed
1	Knowledge Questions in Learner Guide	*TBA*	3
2	E Quiz	*TBA*	3
3.1	Short Answer test	*TBA*	3
3.2	Observation or Supervisor Report.	*TBA*	3

Additional information about the assessment tasks will be provided to you by your Trainer. The assessment tasks have been mapped to the Training Package units of competency and meet all the elements, performance and knowledge evidence and assessment conditions. More information on this unit can be found at training.gov.au/home/tga.

If you cannot complete an assessment task by the due date you must make alternative arrangements with your VET Trainer before the due date.

Feedback will be provided by your VET Trainer on each assessment task. The final result for this unit will be recorded as Competent (**C**), Not Yet Competent (**NYC**) or Insufficient Participation (**IP**). The results for individual assessment tasks will be recorded as Successful (**S**) and Unsuccessful (**U**). If you are deemed Unsuccessful for a task you will be advised by your VET Trainer and given the opportunity to resubmit.

Remember that your VET trainer is your most important contact for information about assessment. Contact details are listed on the first page.