



Every food service operation (FSO) or retail food establishment (RFE) that must obtain a new Ohio Department of Health (ODH) or Ohio Department of Agriculture (ODA) food license because of new ownership, structure or location (not annual renewals of existing locations) is now required to provide proof that each “person in charge” (PIC) has successfully completed a PIC certification in food protection course as stated in Ohio Administrative Code section 3701-21-25 (I). The PIC is the individual present at an FSO or RFE who is responsible for its operation at the time of a Logan County Health District (LCHD) inspection.

There are two (2) additional instances when such a course can be required;

- 1) For every PIC in a food facility, when the licensor has documented repeated failures by the operator to maintain sanitary conditions. Applicable violations include sanitary failures such as improper holding temperatures, inadequate cooking, contaminated equipment, food from unsafe sources and poor personal hygiene.
- 2) For at least one PIC per shift, when a food facility has been implicated in a food borne disease outbreak.

The ODH maintains a complete list of approved PIC certification in food protection course providers. Online courses in English, Spanish or Mandarin are available at the National Restaurant Association’s ServSafe Starters® program (<http://www.servsafe.com/starters/> for \$15. Another ODH-approved online option for only \$12 is <http://www.statefoodsafety.com>. To attend an LCHD class, please complete, remove and return the portion below with the applicable fee to the LCHD, c/o Timothy M. Smith (937-651-6212 or [tsmith@co.logan.oh.us](mailto:tsmith@co.logan.oh.us) if further information is needed). Applications must be received between one month and one week prior to the class date.

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**PIC CERTIFICATION IN FOOD PROTECTION COURSE APPLICATION**

Regularly scheduled classes have a minimum class size of eight (8) or more attendees at a cost of \$20.00 per attendee. Please make checks payable to the LOGAN COUNTY HEALTH DISTRICT. No class will be held if the minimum class size is not met by one week prior and any payments received will be returned by mail.

FSO/RFE NAME \_\_\_\_\_ ADDRESS \_\_\_\_\_  
 PHONE \_\_\_\_\_ ATTENDEE NAME(S) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

PLEASE CHECK COURSE DAY ATTENDING		For arranged classes of less than the minimum, the following fees apply; one (1) \$121.40 each, two (2) \$63.20 each, three (3) \$43.80 each, four (4) \$34.10 each, five (5) \$28.28 each, six (6) \$24.40 each and seven (7) \$21.63 each.
1 <sup>st</sup> QTR (Jan.-Mar.)	3 <sup>rd</sup> Tuesday in February	_____
2 <sup>nd</sup> QTR (Apr.-June)	3 <sup>rd</sup> Tuesday in May	_____
3 <sup>rd</sup> QTR (July-Sept.)	3 <sup>rd</sup> Tuesday in August	_____
4 <sup>th</sup> QTR (Oct.-Dec.)	3 <sup>rd</sup> Tuesday in November	_____

Class times are from 9 to 11:30 am in the large meeting room of the LCHD.