

## **FAQ's – Visible Website**

### **How Do I Become a Certified Food Protection Manager?**

To become a Certified Food Protection Manager, a Candidate must pass a food safety certification examination from an accredited certification program recognized by the Conference for Food Protection (CFP), while being monitored by an approved Proctor.

The primary purpose of The Always Food Safe, Food Protection Manager Certification Exam is the evaluation of those candidate who wish to secure or maintain Food Protection Manager Certification in accordance with the criteria and standards established through the CFP.

The Always Food Safe, Food Protection Manager Certification Exam is designed to test and assess food managers on competencies relevant to the prevention of food borne illness. We also have a responsibility to ensure that the certification process is fair to the examinees and protects your inherent rights.

After enrollment, candidates must schedule a time to take the exam, either at an approved testing center, (Prometric), or with an approved, Always Food Safe Proctor.

### **Do I Have to Purchase the Training Course, Practice Test, and Exam?**

Absolutely not!

The training course is designed to help prepare Food Managers (and Persons in Charge – PIC's), to take a nationally approved Food Protection Manager Certification Exam, and in some States to fulfill a demonstration of knowledge requirement. Although the training is optional in certain States and Counties, we always recommend that you update your knowledge prior to taking an exam. It is also advisable that you check with your health department to understand your local requirements.

The practice test is a great way to test your knowledge prior to taking the exam. It is an optional choice so you do not have to do it, however, it is automatically included free of charge with the training course and will help you prepare for the exam.

Our Food Protection Manager exam is designed to assess your knowledge of food safety and is a mandatory requirement for those who wish to receive their Food Protection Manager Certification.

### **Is This Exam the Same as Other Food Protection Manager Exams?**

Yes!

The Always Food Safe Company, Food Protection Manager exam is equivalent to the Food Protection Manager certification programs from the National Registry of Food Safety Professionals (NRFSP), Learn2Serve (360training.com), ServSafe (National Restaurant Association), and Prometric.

Our exam is ANSI accredited, meaning that it meets the required national standards for Food Protection Manager Certification Programs.

### How Long Does My Certificate Last?

The certificate is valid for up to **five years** from the date of the exam.

### How Many Questions Are There and What Is the Pass Rate?

- The Always Food Safe, Food Protection Manager Certification Exam is an English-only, proctored, closed-book exam with 90 questions.
- 80 questions will be graded with an additional 10 pilot questions that are for research purposes only
- The minimum passing score is set at 70 percent, (56 correct answers).
- Questions are multiple choice with four options for each question with only one correct answer.
- This test is only available on computer, we do not offer paper copies.
- The examination is timed to 2 hours.

### Are the Different Exam Forms the Same As Each Other?

Yes! All exam forms are what we call equivalent.

Each form of the Always Food Safe Company, Food Protection Manager Certification Exam is equivalent in difficulty and content to other exam forms. The forms were constructed by a highly respected psychometrician with a PhD in education and testing, in addition, we call on the expert help of many experienced Food Protection Managers, (Subject Matter Experts). Each exam form goes through many processes to ensure that it is equivalent. That way you can be assured that whichever exam form you receive, it will test your knowledge equally and fairly.

If you are interested in finding out more information about exam equivalency, please contact one of the team at [help@alwaysfoodsafecom.com](mailto:help@alwaysfoodsafecom.com)

### What Subjects Are Covered in The Exam?

The following are the topics covered by the exam and their weighting on any given exam paper are:

% of Total Exam Score	Topic
25%	<b>Food</b> Purchase and Delivery Storage, Preservation, Date Control Preparation Pathogens & Foodborne Illness Pathogenic Bacteria Identification Cross-Contamination Cook and Cool Hot/Cold Hold Time & Temperature Controls Service
20%	<b>Cleaning &amp; Sanitization</b> Cleaning Practices Chemicals & Cleaning Equipment

	Sanitizing
<b>16%</b>	<b>Personnel</b> Management & Training Hand Washing Work Attire Illness Signs & Symptoms
<b>14%</b>	<b>Facilities</b> Facility Requirements Equipment Auditing & Maintenance Pests
<b>13%</b>	<b>Allergens</b> Regulatory Symptoms & Reactions Main Allergens Management & Training Cross-Contact
<b>12%</b>	<b>Regulatory</b> Legal Requirements HACCP Records and Reporting

### Can I Call Myself a Certified Food Protection Manager?

Absolutely!

After successfully passing the exam, candidates may use the following terms to refer to themselves, but only while they maintain a valid certification:

- **“Certified Food Protection Manager”**
- **“Always Food Safe Certified Food Protection Manager”**
- **“Always Food Safe Certified”**

They may also use the “Always Food Safe” Certified logo on their stationery, business card, personal website, etc. to indicate their status.

### What Should I Bring to the Test Site?

You **MUST** bring one unexpired government-issued photo and one signature ID. The photo and signature may be on the same ID.

Acceptable forms of identification include:

- Valid state driver’s license
- Current passport
- Current military identification
- Valid state identification with photo
- Valid Immigration and Naturalization Service Employment Authorization Document or Alien Registration Card

Testing Center staff will require all candidates to sign a logbook. Signature in the logbook will be checked against the signature on the candidate's ID.

Candidates who do not produce a valid acceptable ID at the scheduled appointment will not be allowed to take the Test, and the candidate will not receive a refund of the Candidate Testing Fee.

**Examination Accommodations: Identifying Examinees with Special Needs**

It is the policy of The Always Food Safe Company LLC to fully comply with all state and federal laws concerning accommodating candidates in accordance with the American's with Disabilities Act (ADA).

***The Always Food Safe Company will never discriminate among candidates as to age, gender, race, religion, ethnic origin, sexual orientation, or disabilities.***

Reasonable Accommodation

Reasonable accommodations create a more level playing field for candidates in the testing environment. If you are a candidate with a disability wishing to take our examination, you may request a special accommodation.

For more information on how to request an accommodation, please read our Examinee Handbook or contact one of the team at [help@alwaysfoodsafecom.com](mailto:help@alwaysfoodsafecom.com)