



# Child Care Program Operator and Staff Training Schedule April – June 2019

## Child Care Program Operator and Staff Training Requirements (L.M.C. 8.14)

All newly hired staff must have two hours of health and safety training within thirty days of employment. The two hour health and safety training must be updated every two years. In addition, staff responsible for receiving, holding or preparing food must hold at least a Prep/Cook Food Handler Permit. Staff only serving food must practice no bare hand contact for ready-to-eat foods.

## Child Care Health and Safety Training

This free two hour course is one option to fulfill the health and safety training requirements. Call **402-441-8023** or e-mail: **Childcare@lincoln.ne.gov**, at least 48 hours in advance to register. Registering at the door is allowed but **does not** guarantee a spot. Arrive 10-15 minutes before class to sign-in. **No late admits.** Certificate of attendance will be issued at the end.

| <u>Day</u> | <u>Date</u> | <u>Time</u>      | <u>Location</u>             |
|------------|-------------|------------------|-----------------------------|
| Wednesday  | April 3     | 1:00 - 3:00 p.m. | Lincoln-Lancaster County    |
| Tuesday    | April 16    | 6:30 - 8:30 p.m. | Health Department           |
| Wednesday  | May 1       | 1:00 - 3:00 p.m. | 3131 O Street               |
| Tuesday    | May 21      | 6:30 - 8:30 p.m. | Lower Level Training Center |
| Wednesday  | June 5      | 1:00 - 3:00 p.m. | Enter from East side        |
| Tuesday    | June 18     | 6:30 - 8:30 p.m. | (map on back)               |

For training in Spanish call 402-441-8140.

Para el entrenamiento en Espanol, llame al 402-441-8140.

## Alternative Training

Alternative Training is an additional option to fulfill the health and safety training requirements. It can be completed through books, videos, on-line training courses and by attending other training. All staff utilizing the alternative training option must complete an “LLCHD Alternative Training Form” and keep on file.

Contact 402-441-8023 to receive a copy of this form or log onto <http://www.lincoln.ne.gov> search: child care.

Please Note: Alternative training is not transferable center to center.

The alternative training materials must include all of the following health and safety practices for approval:

- Cleanliness (hand washing, diapering, food safety, cleaning, sanitizing and disinfecting)
- Illness Prevention (illness prevention, and illness exclusion)
- Safety (injury prevention, toy safety, and supervision)

Contact 402-441-8023 if you are unsure if the alternative training will meet criteria for approval.

## Training Documentation

Each child care program is responsible for tracking and documenting staff training requirements. A **copy** of the LLCHD Child Care Health and Safety Training certificate and the Prep/Cook Food Handler Permit is sufficient. Staff using the “Alternative Training” option for the health and safety requirement must keep each completed “LLCHD Alternative Training Form” on file. Random audits of child care programs will occur throughout the year to verify compliance. The Environmental Health Specialist may review training records during inspections.

**NEW PREP/COOK ON-LINE OPTION AVAILABLE**

Food Handlers can access the online food handler training from the Food Safety Web site. Go to the city webpage at <http://www.lincoln.ne.gov/> and type in the word "food." Or go directly to the LLCHD home page (<http://lincoln.ne.gov/city/health/index.htm>) and click on the "Online Food Handler Training" button in the Featured Links. Read and follow the instructions for getting started under "site info". Students can pay on the city site with a credit or debit card. Upon completion, they will be issued a permit for the training/testing completed. **For a Prep/Cook Permit, complete Units 1 and 2.**

**Prep/Cook - 2 years - \$20 Cash, Credit or Debit Cards - No Checks**

Prep/Cook Food Handlers would work in establishments that prepare and serve potentially hazardous foods. This permit is for chefs, cooks, salad prep staff, buffet line staff, bakers, deli staff, wait staff and convenience store clerks who prepare food (helps with cooking or stocking buffet lines or related tasks).

| <u>Day</u> | <u>Date</u> | <u>Time</u>      | <u>Location</u>                      |
|------------|-------------|------------------|--------------------------------------|
| Wednesday  | April 3     | 6:00 - 8:00 p.m. | Lincoln-Lancaster County             |
| Wednesday  | April 10    | 6:00 - 8:00 p.m. | Health Department                    |
| Wednesday  | April 17    | 6:00 - 8:00 p.m. | Lower Level Training Rooms           |
| Wednesday  | April 24    | 6:00 - 8:00 p.m. | 3131 O Street<br>Enter off East Door |
| Wednesday  | May 1       | 6:00 - 8:00 p.m. |                                      |
| Wednesday  | May 8       | 6:00 - 8:00 p.m. |                                      |
| Wednesday  | May 15      | 6:00 - 8:00 p.m. |                                      |
| No Class   | May 22      | No Class         |                                      |
| Wednesday  | May 29      | 6:00 - 8:00 p.m. |                                      |
| Wednesday  | June 5      | 6:00 - 8:00 p.m. |                                      |
| Wednesday  | June 12     | 6:00 - 8:00 p.m. |                                      |
| Wednesday  | June 19     | 6:00 - 8:00 p.m. |                                      |
| Wednesday  | June 26     | 6:00 - 8:00 p.m. |                                      |

Todas las clases se llevarán a cabo en el Centro de Entrenamiento localizado en el nivel inferior del edificio del LLCHD (3140 N Street). Use la puerta que está al "Este" del edificio (frente al parque Woods). La señal en la puerta le dará más información.

**Class in Spanish - Prep/Cook - 2 years**

|              |          |                  |
|--------------|----------|------------------|
| Lunes (Mon.) | Abril 8  | 2:00 - 4:30 p.m. |
| Lunes (Mon.) | Mayo 13  | 2:00 - 4:30 p.m. |
| Lunes (Mon.) | Junio 10 | 2:00 - 4:30 p.m. |

Lincoln/Lancaster County Health Dept.  
 Children's Environmental Health  
 3131 O Street  
 Lincoln, NE 68510  
 (402) 441-8023

[www.lincoln.ne.gov](http://www.lincoln.ne.gov) search: child care

