



ANNOUNCEMENT OF THE RETAIL FOOD PLAN REVIEW TRAINING

Dates and Locations: February 1, 2018 – Eastern Shore Hospital Center
February 22, 2018 – Anne Arundel County Health Department
March 1, 2018 – Baltimore County Agriculture Center
March 29, 2018 – Washington County Health Department
April 5, 2018 – Howard County Health Department

Time: 8:00 AM - 4:30 PM

Registration: \$20.00 Registration Deadlines for each session on attached registration form – Pre-Registration is Required
LUNCH PROVIDED

PROGRAM

8:00 – 8:30 **Registration**

8:30 – 9:15 **Welcome and Introduction**

9:15 – 9:45 **Overview of Facility and Process Review**
Lisa Staley, Chief, Center for Facility and Process Review

9:45 – 10:15 **Facility Review**
Tonia Taylor, Plan Review Specialist/Retail Rating Officer, Center for Facility and Process Review

10:15 – 10:45 **Work Area Design**
Hee Song, Plan Review Specialist, Center for Facility and Process Review

10:45 – 11:15 **Plumbing and Ventilation**
Lee McCans, Plan Review Specialist, Center for Facility and Process Review

11:15 – 12:00 **HACCP Plan Review**
Kim Burns, Retail Rating Officer, Center for Facility and Process Review

12:00 – 12:30 **Lunch - Provided**

12:30 – 1:00 **Frequently Asked Plan Review Questions**
Diedre Moltere, Retail Rating Officer, Center for Facility and Process Review

1:00 – 3:30 **Hands-on Plan Review Exercise**
Diedre Moltere, Hee Song, Kim Burns, Lee McCans, Lisa Staley, Tonia Taylor

3:30 – 4:30 **Review of group Exercise/Summary**
Diedre Moltere, Hee Song, Kim Burns, Lee McCans, Lisa Staley, Tonia Taylor

Retail Food Plan Review Training
REGISTRATION FORM
(Please print clearly)

NAME _____

JURISDICTION _____

TELEPHONE # _____

E - MAIL _____

TRAINING DATE AND LOCATION (CHECK ONE):

_____ February 1, 2018 EASTERN SHORE HOSPITAL CENTER (ENGLISH ROOM)
5262 Woods Rd, Cambridge, MD 21613
REGISTRATION DEADLINE January 18, 2018

_____ February 22, 2018 ANNE ARUNDEL COUNTY HEALTH DEPARTMENT
3 Harry S. Truman Pkwy, Annapolis, MD 21401
REGISTRATION DEADLINE February 8, 2018

_____ March 1, 2018 BALTIMORE COUNTY AGRICULTURE CENTER
1114 Shawan Road, Cockeysville, Maryland 21030
REGISTRATION DEADLINE February 15, 2018

_____ March 29, 2018 WASHINGTON COUNTY HEALTH DEPARTMENT
1302 Pennsylvania Ave, Hagerstown, MD 21742
REGISTRATION DEADLINE March 15, 2018

_____ April 5, 2018 HOWARD COUNTY HEALTH DEPARTMENT (POTOMAC ROOM)
8930 Stanford Blvd, Columbia, MD 21045
REGISTRATION DEADLINE March 22, 2018

Make checks payable to "CASA". MAIL Reservation and Payment to arrive by Deadlines listed above to:

**Mary Jo Schreven
Office of Food Protection
6 St. Paul Street
Suite 1301
Baltimore, MD 21202**