

## Recertification of Food Service Managers

The Environmental Sanitation Section (ESS) of the Division of Public Health is preparing for the renewals for Certificates for Food Service Managers. On April 1, 1999, the first food service manager certifications will begin to expire and require renewal/recertification.

### Requirements for Renewal:

- Complete an ESS approved recertification course;
- Or, take and pass an ESS approved certification examination (list available from the ESS office);
- Complete and submit an ESS application;
- Submit a check or money order for \$10;
- Submit a letter or copy of the certificate from the course or exam sponsor indicating the completion of the recertification course/passing of the exam.

Grace period: Six (6) months from initial certification expiration date. **PENALTY AFTER THE GRACE PERIOD:** Take and pass an approved exam.

In order to avoid a last minute rush for recertification, ESS will begin accepting requests for recertification, one year before the expiration date of the original certification.

Persons requesting recertification before the expiration date of their certificates will not be penalized for early recertification.

After the correct payment and documents are received, the renewal certificate will be effective for five (5) years from the expiration date of the original certificate.

Course contents for recertification must be submitted and approved by ESS. The sponsor of an approved course will provide the attendant with a document verifying the individual's attendance, participation and successful completion of the course (may include a written exam).

### **ESS APPROVED RECERTIFICATION COURSES INCLUDE:**

Wisconsin Restaurant Association Recertification Course	(608) 270-9950
Nancy Gasser and Associates Recertification Course	(608) 267-7189

(This list will be periodically updated)

Questions regarding the process of recertification or recertification courses may be addressed to Paul Claflin, R.S., the Environmental Sanitation Section, Bureau of Environmental Health at (608) 266-8336.

## **Approved Recertification Classes for Food Managers Certificates**

### **Blackhawk Technical College**

Mr. Joe Wollenger, Culinary Coordinator  
6004 Prairie Road  
Janesville, WI 53547  
(608) 757-7730

### **Chippewa Valley Technical College**

Ms. Karen Demaree, Instructor  
Hospitality/Tourism Management  
620 W. Clairemont Avenue  
Eau Claire, WI 54701  
(715) 833-6360

### **Gasser & Associates**

Ms. Nancy Norwell-Gasser, M.S., R.D., C.D.  
630 South Woods Edge Drive  
Oregon, WI 53575  
(608) 835-8274

### **Nicolet Area Technical College**

Ms. Kyle Gruening, Continuing Education Coordinator  
P.O. Box 518  
Rhineland, WI 54501-0518  
(715) 365-4410

### **Northeast Wisconsin Technical College**

Ann M. Kamps  
2740 West Mason Street  
P.O. Box 19042  
Green Bay, WI 54307  
(920) 498-5444

### **Southwestern Wisconsin Technical College**

Ms. Susan Davis Allen  
1800 Bronson Boulevard  
Fennimore, WI 53809  
(608) 822-3262 ext. 2322

### **Wisconsin Restaurant Association Education Foundation**

Ms. Susan Quam, Senior Director  
2801 Fish Hatchery Road  
Madison, WI 53713  
(608) 270-9950