

HCTM-100: SANITATION AND SAFETY

Effective Term

Fall 2026

CC Approval

03/06/2026

AS Approval

03/12/2026

BOT Approval

03/19/2026

SECTION A - Course Data Elements
Send Workflow to Initiator

No

CB04 Credit Status

Credit - Degree Applicable

Discipline

Minimum Qualifications	And/Or
Culinary Arts/Food Technology (Any Degree and Professional Experience)	

Subject Code

HCTM - Hospitality, Culinary and Tourism Management

Course Number

100

Department

Hospitality, Culinary and Tourism Management

Division

Career Education and Workforce Development (CEWD)

Full Course Title

Sanitation and Safety

Short Title

Sanitation and Safety

CB03 TOP Code

1307.10 - *Restaurant and Food Services and Management

CIP Code

52.0901

CB08 Basic Skills Status

NBS - Not Basic Skills

CB09 SAM Code

C - Clearly Occupational

Rationale

The proposed changes to the SLO's will reflect an updated and more accurate assessment of the class and student's learning outcomes. Requisite updates.

SECTION B - Course Description

Catalog Course Description

This class provides students with the basic principles of food safety and sanitation as they apply to food service operations. Includes instruction on federal, state, and local sanitation regulations; personal hygiene; HACCP protocol; microbiology; preventing foodborne illnesses through flow of food systems; development and management of a comprehensive cleaning and sanitizing program; and basic concepts of workplace safety. Also includes training on responsible alcohol service. National Restaurant Association ServSafe Test will be given as a course assessment and certification may be received with a passing score.

SECTION C - Conditions on Enrollment

Open Entry/Open Exit

No

Repeatability

Not Repeatable

Grading Options

Letter Grade or Pass/No Pass

Allow Audit

Yes

Requisites

SECTION D - Course Standards

Is this course variable unit?

No

Units

2.00

Lecture Hours

36.00

Outside of Class Hours

72

Total Contact Hours

36

Total Student Hours

108

Distance Education Approval

Is this course offered through Distance Education?

Yes

Online Delivery Methods

DE Modalities	Permanent or Emergency Only?
Entirely Online	Permanent
Hybrid	Permanent
Online with Proctored Exams	Permanent

SECTION E - Course Content

Student Learning Outcomes

Upon satisfactory completion of the course, students will be able to:

1. Demonstrate understanding in the importance of personal hygiene, when working in a food-service establishment.
2. Recognize and identify high risk populations that are more susceptible to foodborne illnesses.
3. Demonstrate the ability to describe the temperature danger zone and how this effects foodborne illness.

Course Objectives

Upon satisfactory completion of the course, students will be able to:

1. Identify food or carrier sources of major foodborne illnesses, bacteria, viruses, fungi and parasites and list four symptoms of each.
2. Define the reasons an establishment must have a Hazard Analysis Critical Control Points (HACCP) plan.
3. Explain the role of the health department sanitarian and evaluate a sanitation report.
4. Explain the roles of the food service worker and manager in the prevention of foodborne illnesses.
5. Identify basic safety and accident prevention techniques.
6. Explain responsible alcohol service.

Course Content

1. Development of sanitation standards in the U.S.
 - a. History
 - b. Legislation
 - c. Role of government agencies
 - d. Comparison to world standards
2. The microbiology of food
 - a. Bacteria
 - b. Fungi
 - c. Virus
 - d. Parasites
3. Food borne illnesses, pathogen identification
 - a. Infections
 - b. Intoxications
 - c. Allergies
 - d. Food intolerances
 - e. Prevention symptoms and treatments
4. Sanitation Standards
 - a. The role of temperature and thermometers
 - b. Purchasing
 - c. Receiving
 - d. Storing foods
 - e. Food preparation
 - f. Service
 - g. Equipment
 - h. Issuing
5. HACCP - Hazzard Analysis Critical Control Point
6. The Role of Health Department Sanitarians (Inspectors)
7. Sanitary Facilities/environmental concerns and care of:
 - a. Floors, walls, ceilings
 - b. Ventilation systems
 - c. Waste management
 - d. Utilities
 - e. Facility and equipment layout
 - i. Local, state and federal requirements
 - ii. California Retail Food Code
8. Insect and rodent control in food service
9. Safety

- a. Policies and procedures
 - b. Accident prevention
 - c. Crisis management
10. Fire prevention techniques in food and storage
 11. Management's role in training employees in sanitation/safety rules
 12. Responsible alcohol service
 - a. T.I.P.S. Training Certification

Methods of Instruction

Methods of Instruction

Types	Examples of learning activities
Activity	Watch videos and answer questions to show understanding of material presented.
Discussion	Have students participate in discussion boards to show understanding of topics pertaining to health codes on food safety.
Group Work	Have students divide into small groups to read and discuss case studies involving different hazardous scenarios and how they could have been prevented.

Online Adaptation

Types	Examples of learning activities
Activity	View videos, then post understanding, through discussion board with classmates.
Directed Study	Read workbook chapters and answer quiz questions at end.
Discussion	Using discussion board, share thoughts and experiences with classmates, on a variety of health, safety and sanitation topics.
Group Work	Using discussion board, share thoughts and experiences with classmates, on a variety of health, safety and sanitation topics.

Instructor-Initiated Online Contact Types

Announcements/Bulletin Boards
 Chat Rooms
 Discussion Boards
 E-mail Communication
 Telephone Conversations
 Video or Teleconferencing

Student-Initiated Online Contact Types

Discussions

Course design is accessible

Yes

Methods of Evaluation

Methods of Evaluation

Types	Examples of classroom assessments
Exams/Tests	ServSafe Manager Exam.
Essays/Papers	Interview a food service manager about food safety and write a summary report.

Assignments

Reading Assignments

Students are required to read and study the designated chapters in the textbook, as well as assignments from handouts and journals. Examples of appropriate recommended reading may include newspaper articles, trade magazine articles, and internet articles. Assignments should include current issues in food safety.

Writing Assignments

Interview a food service manager about food safety and write a summary report.

Outside-of-Class Assignments

Assigned reading, problem solving exercises, study materials.

SECTION F - Textbooks and Instructional Materials**Material Type**

Textbook

Author

National Restaurant Association

Title

ServSafe Coursebook

Edition/Version

8th

Publisher

National Restaurant Association

Year

2022

SECTION G - Diversity, Equity and Inclusivity**How does your course and/or course outline of record reflect strategies for accommodating and engaging diverse student populations, advancing equitable outcomes, and fostering inclusion for all students?**

This course promotes a welcoming and inclusive learning environment that values the cultural richness and diverse backgrounds of all students. Instructional methods are designed to accommodate different learning styles through hands-on practice, visual demonstrations, collaborative group work, and individual coaching. Students are encouraged to explore global culinary traditions and develop professional kitchen skills with an emphasis on respect, teamwork, and cultural awareness. The course fosters equity by ensuring that all students have access to the tools, guidance, and support needed to succeed in the culinary industry.

Course Codes (Admin Only)**CB10 Cooperative Work Experience Status**

N - Is Not Part of a Cooperative Work Experience Education Program

CB11 Course Classification Status

Y - Credit Course

CB13 Special Class Status

N - The Course is Not an Approved Special Class

CB23 Funding Agency Category

Y - Not Applicable (Funding Not Used)

CB24 Program Course Status

Program Applicable

Allow Pass/No Pass

Yes

Only Pass/No Pass

No