

Wisconsin Food Code FACT SHEET



Changes to the Food Manager Certification Requirement

2013 Wisconsin Act 292 established new requirements for food manager certification in Wisconsin. *As of January 1, 2015, recertification for food managers no longer applies.* Only certification applies.

How do I obtain certification?

Certification involves: (a) taking and passing a Conference for Food Protection (CFP)-approved exam and (b) applying for state certification.

After you pass the exam, you **must apply for Wisconsin certification by submitting all of the following:**

- Proof of passing a CFP-approved exam: a copy of a written statement or certificate from the testing organization indicating you passed an examination approved for food manager certification.
- A check or money order for \$10, payable to the Department of Health Services.
- A completed State of Wisconsin Food Manager Certification application form.

Which examinations are approved for certification?

The following examinations are approved for food manager certification:

- ServSafe (SS) Examination, by the Educational Foundation of the National Restaurant Association
- National Registry of Food Safety Professionals, Food Safety Manager Certification Examination
- Thomson Prometric (formerly Experior Assessments)
- 360Training, Food Protection Manager Certification Program

Details of the Food Manager Certification Program are available in Chapter 12 of the Wisconsin Food Code. Consult the State of Wisconsin website at:
http://docs.legis.wi.gov/code/admin_code/dhs/110/196/

If I took a recertification course before January 1, 2015, does my recertification expire on January 1, 2015?

No. The way the law is written, if you are eligible to "recertify" before December 31, 2014, you can do so with the current method if your current recertification expires within six months. You would not have to take an approved exam until your state certification expires in five years (2019).

If my current certification expires within six months of December 31, 2014, can I still take a current recertification course?

Yes. If your current certification expires within six months of December 31, 2014, you can take the current recertification course as long as you take the course before December 31, 2014. Example 1: Certification expires December 15, 2014; current recertification course must be taken before December 31, 2014. Example 2: Certification expires March 15, 2015; current recertification course can be taken by December 31, 2014. ***Individuals obtaining food manager certification after January 1, 2015, shall take an approved exam.***

If my current certification expires after January 1, 2015, how long must I wait before I take the certification exam?

If your certification expires after December 31, 2014, you must take the certification exam within six months of your certification expiration date. Example: Certification expires January 15, 2015; certification examination must be taken no later than July 15, 2015.

What is the expiration date for certification?

The expiration date for certification is five years from the date you pass the approved certification exam.

Must I take a class in order to pass the exam?

No, the law only requires proof that you passed one of the four Conference for Food Protection (CFP)-approved examinations.

How would reciprocity affect obtaining a Wisconsin certificate?

If you are applying for reciprocity from another state's certification requirement, the Wisconsin certification will expire five years from the date of issuance. In order to receive a Wisconsin certificate, the individual applying for reciprocity must provide proof the examination was a CFP-approved examination.



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