



Person in Charge Certification NEW! OSU Know & Show Curriculum

The Person in Charge (PIC) Certification is a one-day food safety training which meets Ohio Department of Health training requirements for food service employees as well as those opening an establishment for the first time.

New Curriculum Developed by OSU Extension!

The PIC program enhances employee understanding of major food safety principles. This interactive program includes several hands-on activities, handouts and a certificate of completion.

PIC Class Information

Fee: \$25
Class times: 9:00 a.m. – 4:00 p.m.
Where: Location TBD - Millersburg
2026 dates: March 31 or October 8
Lunch on your own

Instructor

Kate Shumaker
Extension Educator
Family and Consumer Sciences
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Registered ServSafe Proctor
& Certified ServSafe Instructor

OSU Extension Holmes County
111 East Jackson Street
Millersburg, OH 44654
Phone: 330-674-3015

Visit us online:
holmes.osu.edu

****Cancellation Policy** Registration fees will not be refunded.** If notification of your inability to attend is received 48 hours prior to the first session of the program, your paid registration will be honored at a subsequent Manager or Person in Charge program. *You must be officially enrolled in the new class prior to the registration deadline or forfeit registration.* We reserve the right to cancel a class due to low enrollment.



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Food Safety 2026 Trainings and Certification

OSU Extension
Holmes County
Family and
Consumer Sciences



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Food Safety Manager Training Details

The *Food Safety Manager Certification* program, (Level 2) uses the ServSafe® 7th Edition textbook and provides food service managers, operators, and owners with accurate, up-to-date information on all aspects of handling food. The principles learned in this course can easily be applied and practiced by all food service workers.

Upon successful completion of the course and exam, participants receive a **ServSafe® Food Protection Manager Certification** and an **Ohio Food Protection Certification** from the Ohio Department of Health (ODH).



Additional Food Safety Manager and Person in Charge programs may be scheduled for groups of 8 or more. If you are interested in hosting a program for your employees, please call 330-674-3015.

Exam Only Options

Taking an online course or need to retest, OSU Extension can proctor certification exams. Online courses must provide proof of completion before scheduling test. Call to schedule 330-674-3015.

The cost for exam proctoring is **\$50**.

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Session Topics

- Providing Safe Food
- Forms of Contamination
- The Safe Food Handler
- The Flow of Food:
- An Introduction, Purchasing, Receiving & Storage, Preparation, Service
- Food Safety Management Systems
- Sanitary Facilities & Pest Management
- Cleaning and Sanitizing

Class Details, Time & Fee

Dates - Thursdays, March 5, 12, 19
Thursday, March 26 (exam)

Time - 9:00 a.m to 4:00 p.m.

Doors open 8:30 a.m.
Class starts promptly 9 a.m.
Sign in required.

Fee - \$175 per person - *Registration is not complete until payment is received.* Included with fee: book, food safety resources, exam*.

*Participants **MUST** attend first 3 three (3) program days to be eligible to take the certification exam.



<https://www.freestock.com/free-icons/vector-illustration-laptop-red-icon-573490756> Image used under license from Freestock.com

Online Training Options

Options exist for taking Food Safety Manager and Person in Charge programs online. Please contact Kate for details.

Registration

In-person - Deliver to office or night drop box

Mail - Return this form and payment to:
OSU Extension, Holmes County
111 East Jackson Street
Millersburg, OH 44654

Please use one form per participant.

Name

Company

Address

Phone

Email

2026 Class Options

Check class choice

- Food Safety Manager - March 2026
 Person in Charge - March 31, 2026
 Person in Charge - October 8, 2026

Payment

Required to complete registration

Credit Card: Use for online registration or in person (requires smart phone)



Check: Mail, night drop box, or pay in-person Payable to: **Ohio State University Extension**

Cash: In person