



Australian Government

HLTFSE001 Follow basic food safety practices

Release: 1

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Modification History

Release	Comments
Release 1	This version was released in <i>HLT Health Training Package release 3.0</i> and meets the requirements of the 2012 Standards for Training Packages. Significant changes to the elements and performance criteria. New evidence requirements for assessment, including volume and frequency requirements. Significant change to knowledge evidence. Supersedes HLTF207C

Application

This unit describes the skills and knowledge required to comply with personal hygiene, maintain food safety, contribute to cleanliness of food handling areas and dispose of food.

This unit applies to food services workers who work under supervision and within defined guidelines.

The skills in this unit must be applied in accordance with Commonwealth and State/Territory legislation, Australian/New Zealand standards and industry codes of practice.

Elements and Performance Criteria

ELEMENT

PERFORMANCE CRITERIA

Elements define the essential outcomes.

Performance criteria specify the level of performance needed to demonstrate achievement of the element.

1. Comply with personal hygiene standards as required by the food safety program

- 1.1 Follow personal hygiene procedures
- 1.2 Report health conditions and/or illness and follow organisation procedures for continuing participation in food services
- 1.3 Follow organisation requirements for wearing bandages and dressings
- 1.4 Wear appropriate clothing, personal protective

ELEMENT**PERFORMANCE CRITERIA**

Elements define the essential outcomes.

Performance criteria specify the level of performance needed to demonstrate achievement of the element.

clothing and footwear and maintain cleanliness to avoid contamination

1.5 Follow hand washing procedures and use required facilities

2. Contribute to the cleanliness of food handling areas according to the food safety program

2.1 Maintain the workplace in a clean and tidy order to meet workplace requirements

2.2 Comply with workplace measures to prevent pests entering food premises

2.3 Identify and report indicators of pest presence

3. Follow food safety program

3.1 Handle and store food according to the food safety program

3.2 Store, use and dispose of single use items appropriately to avoid damage and contamination

3.3 Keep food for disposal separate and follow procedures for food disposal

3.4 Identify and report processes and practices which are not consistent with the food safety program

3.5 Take corrective action within level of responsibility

3.6 Report any corrective action to supervisor and according to legislative and organisation documentation requirements

Foundation Skills

The Foundation Skills describe those required skills (language, literacy, numeracy and employment skills) that are essential to performance.

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Unit Mapping Information

No equivalent unit

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=ced1390f-48d9-4ab0-bd50-b015e5485705>

Assessment Requirements for HLTFSE001 Follow basic food safety practices

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Performance Evidence

The candidate must show evidence of the ability to complete tasks outlined in the elements and performance criteria of this unit, manage tasks and manage contingencies in the context of the job role. There must be evidence that the candidate has:

- identified at least 4 appropriate times for hand washing and followed correct hand washing procedures
- cleaned and tidied work areas at least 2 times to avoid contamination and pests
- identified at least 2 food items for disposal and followed food disposal procedures
- identified, corrected and reported at least 2 processes or practices that were not consistent with food safety program.

Knowledge Evidence

The candidate must be able to demonstrate essential knowledge required to effectively complete tasks outlined in the elements and performance criteria of this unit, manage tasks and manage contingencies in the context of the work role. This includes knowledge of:

- food safety program and procedures and consequences of not following these procedures
- current national, state or territory food safety laws, standards and codes, including:
 - meaning of contaminant, contamination and potentially hazardous foods as defined by the current code
 - hygiene actions that must be adhered to by businesses to avoid food-borne illnesses

- employee responsibility to participate in hygienic practices
- reasons for food safety programs and what they must contain
- role of local government regulators
- basic aspects of hazard analysis and critical control points (HACCP) method of controlling food safety
- food hazards and major causes of food contamination and food-borne illnesses, including:
 - airborne dust
 - colleagues without appropriate training or understanding of good hygiene practices, policies and procedures
 - contaminated food
 - contaminated garbage
 - dirty equipment and utensils
 - equipment not working correctly, including fridge and temperature probes
 - items, including linen, tea towels and towels that may be contaminated with human waste, including blood and body secretions
 - not following organisation procedures
 - vermin
- sources and effects of microbiological contamination of food
- personal hygiene requirements, including:
 - appropriate bandages and dressings to be used when undertaking food handling
 - clothing and footwear requirements for working in and/or moving between food handling areas
 - reporting of illness
 - restrictions on wearing of jewellery and other adornments, such as nail polish
 - personal clothing maintenance, laundering and storage requirements
- workplace hygiene hazards when handling food and food contact surfaces, including:
 - pest containment requirements
 - responsibilities for maintaining the work area in a clean and tidy state
 - suitable standard for materials, equipment and utensils used in the food handling area
 - use and storage of cleaning equipment
 - food disposal requirements
 - waste collection, recycling and handling procedures
- minimum hand washing occasions:
 - before commencing or recommencing work with food
 - immediately after handling raw food, smoking, coughing, sneezing, blowing the nose, eating, drinking, touching the hair, scalp or any wound, and using the toilet.

Assessment Conditions

Skills must have been demonstrated in a workplace or a simulated environment that reflects workplace conditions. The following conditions must be met for this unit:

- use of suitable facilities equipment and resources, including:
 - food service and food safety program policies and procedures
 - food service facilities, equipment and utensils for handling, storing and disposing of food and beverages
 - appropriate clothing and footwear
 - personal protective clothing and wound dressings
 - food and beverages
 - cleaning equipment
 - hand washing facilities and equipment
- modelling of industry operating conditions.

Assessors must satisfy the Standards for Registered Training Organisations (RTOs) 2015/AQTF mandatory competency requirements for assessors.

Links

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<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=ced1390f-48d9-4ab0-bd50-b015e5485705>