



## Supervisor (Local or Regional)

In food establishments, at least one employee with supervisory and management responsibility and the authority to direct and control food preparation and service must be a Certified Food Protection Manager (CFPM). This employee, often designated as a manager or supervisor, is required to complete one of the **accredited exams** listed below to become a CFPM. This must be a proctored exam that typically follows several hours of face-to-face or online training.

The exams include:

- Food Manager level exam from [360training.com/learn2serve](http://360training.com/learn2serve) OR
- Food Manager level exam from [Above Training/Statefoodsafety.com](http://Above Training/Statefoodsafety.com) OR
- Food Manager level exam from [National Registry of Food Safety Professionals](http://National Registry of Food Safety Professionals) OR
- Food Manager level exam from [Prometric](http://Prometric) OR
- Food Manager level exam from [ServSafe](http://ServSafe)

Accredited courses will usually result in a fee; please review the courses before deciding on coursework and exams to attempt. The State of Idaho does not endorse any one particular course. Certificates are valid for 5 years, but individual establishments may require their employees to renew certification more frequently.

The CFPM is not required to be at the food establishment at all times, but must have supervisory authority and provide onsite training for the Person-in-Charge and other food service employees.

The accredited exam certificate (or a copy) should be kept at the establishment and readily accessible upon request. A regional manager or supervisor should retain a copy of the certificate at each location that they manage.

The manager or supervisor that functions as a CFPM will satisfy the demonstration of knowledge requirement in Section 2-102.11 of the Idaho Food Code, provided they are physically present and providing oversight during food service operations.

For questions related to these courses or meeting these requirements, please contact the Idaho Food Protection Program, (208) 334-5938.

