

# Office of Training, Education, and Development (OTED)

*This course announcement shall not be changed in any format.*



## FD8030S Self-Assessment, Verification Audit Series

Self-Paced Online Course

### Student Information

<b>COURSE DESCRIPTION</b>	<p><b>SERIES OVERVIEW:</b> The Self-Assessment and Verification Audit Series consist of ten (10) self-guided courses which provide relevant information and instruction for retail program enrollment or advancement in conformance with the FDA Voluntary National Retail Food Regulatory Program Standards. The completion of this first course in the series is <b>MANDATORY</b> for access to all remaining nine(9) standards courses. All the retail program standard courses are independent self-guided courses,. Participants may repeatedly access any or all the nine retail standard courses as on-demand learning or refresher training.</p> <p>This series includes the following ten (10) courses: Introduction and Administrative Procedures (mandatory) Standard 1: Regulatory Foundation Standard 2: Trained Regulatory Staff Standard 3: Inspection Program Based on HACCP Principles Standard 4: Uniform Inspection Program Standard 5: Foodborne Illness and Food Defense Preparedness and Response Standard 6: Compliance and Enforcement Standard 7: Industry and Community Relations Standard 8: Program Support and Resources Standard 9: Program Assessment</p> <p>Introduction and Administrative Procedures Course will support participants' understanding of the content in the retail standard-specific courses. It covers: the history of the Retail Program Standards, the main activities being an enrolled "active participant" in the program involves, lists benefits to enrollment in the Program Standards, provides an overview of the resources needed to perform and support a Self-Assessment and Verification Audit and lists where to find these resources. This course reviews the overarching main objectives of all nine (9) Retail Program Standards, the timeline for participation, and how to use a random number generator for random facility and record selection needed for Self-Assessments or Audits.</p>
<b>COURSE OBJECTIVES</b>	Upon completion, students will be able to:

	<p>Upon completion, students will be able to:</p> <ol style="list-style-type: none"> <li>1: define the core requirements for each of the 9 Program Standards</li> <li>2: describe the Self-Assessment and Verification Audit process for each of the 9 Program Standards</li> <li>3: assess retail food regulatory program information to determine conformance with the core criteria in each of the 9 Program Standards</li> </ol>																				
<b>TARGET AUDIENCE</b>	<p>This course is designed for:</p> <p style="padding-left: 40px;">Federal, state, local, tribal, and territorial jurisdictions interested in enrollment or advancement in conformance in the FDA Voluntary National Retail Food Regulatory Program Standards</p>																				
<b>PREREQUISITES</b>	<p>The following prerequisites are required for participation in this class. All students must have completed the following course(s) prior to registering:</p> <p>The Introduction and Administrative Procedures course (FD8030S00) is the only required course that must be completed before gaining access to the remaining 9 FDA Voluntary National Retail Food Regulatory Program Standards courses (FD8030S01-09)</p>																				
<b>COURSE COMPLETION REQUIREMENTS</b>	<p>This is a Series: Participants may choose courses of interest relative to the FDA Voluntary National Retail Food Regulatory Program Standards. Only the FD8030S00 Introduction course is required.</p>																				
<b>COURSE CREDIT (CEUs)</b>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Introduction and Administrative Procedures</td> <td style="text-align: right;">CEU 0.2</td> </tr> <tr> <td>Standard 1: Regulatory Foundation</td> <td style="text-align: right;">CEU 0.2</td> </tr> <tr> <td>Standard 2: Trained Regulatory Staff</td> <td style="text-align: right;">CEU 0.3</td> </tr> <tr> <td>Standard 3: Inspection Program Based on HACCP</td> <td style="text-align: right;">CEU 0.2</td> </tr> <tr> <td>Standard 4: Uniform Inspection Program</td> <td style="text-align: right;">CEU 0.3</td> </tr> <tr> <td>Standard 5: Foodborne Illness and Food Defense Preparedness and Response</td> <td style="text-align: right;">CEU 0.3</td> </tr> <tr> <td>Standard 6: Compliance and Enforcement</td> <td style="text-align: right;">CEU 0.3</td> </tr> <tr> <td>Standard 7: Industry and Community Relations</td> <td style="text-align: right;">CEU 0.2</td> </tr> <tr> <td>Standard 8: Program Support and Resources</td> <td style="text-align: right;">CEU 0.2</td> </tr> <tr> <td>Standard 9: Program Assessment</td> <td style="text-align: right;">CEU 0.2</td> </tr> </table>	Introduction and Administrative Procedures	CEU 0.2	Standard 1: Regulatory Foundation	CEU 0.2	Standard 2: Trained Regulatory Staff	CEU 0.3	Standard 3: Inspection Program Based on HACCP	CEU 0.2	Standard 4: Uniform Inspection Program	CEU 0.3	Standard 5: Foodborne Illness and Food Defense Preparedness and Response	CEU 0.3	Standard 6: Compliance and Enforcement	CEU 0.3	Standard 7: Industry and Community Relations	CEU 0.2	Standard 8: Program Support and Resources	CEU 0.2	Standard 9: Program Assessment	CEU 0.2
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<b>TECHNICAL REQUIREMENTS</b>	<p><b>Technical Requirements:</b></p> <ul style="list-style-type: none"> <li>Internet access</li> <li>Computer with functional speakers</li> <li>Preferred browser to access the course</li> </ul> <p><b>Technical Support:</b></p> <p>For FDA students, contact ERIC for technical support, as needed.</p>																				
<b>REASONABLE ACCOMMODATIONS</b>	<p>If a reasonable accommodation is needed to participate, contact <a href="mailto:ReasonableAccommodation@fda.hhs.gov">ReasonableAccommodation@fda.hhs.gov</a> or (301) 796-9400.</p>																				
<b>ACCOUNTING AND ADMINISTRATIVE INFORMATION</b>	<p>Use the link below for information on reporting time in training:</p> <p><a href="#">OTED Accounting and Administrative Information</a></p>																				

/s/  
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