

Food Managers Certification Class

Schedule:

- Second Monday of each month 8:30 am – 1:30 pm
- Second Monday of each month 3:00 pm – 8:00 pm
- Second Thursday of each month 8:30 am – 1:30 pm

New Certification Fee: \$100

- All attendees can register online, in advance, to attend a food manager certification class. Online registration is available through Eventbrite (<https://www.eventbrite.com/o/northern-kentucky-health-department-17314363035>). Please note payment is due at the time of registration. Once you are registered, you will receive a confirmation email containing a link to the study guide.
- If you do not have access to a computer, you may register in advance by filling out an application and mailing it, along with the fee, to the address below. Once the application has been processed, attendees will receive a confirmation and study guide from the Health Department.
- Registration and fees must be completed prior to the date of the class. Applications and fees will not be accepted on the day of the class. Please do not attend a class unless you have received a confirmation.

Substitute certification: \$30

- Currently accepting ServSafe, Exporior Assessment, and the National Registry of Certified Food Professionals if taken and passed within the last 3 years. A copy of the substitute training certificate must accompany application and appropriate fee. Class attendance is not required.
- Note: Most online courses for food manager's certification are NOT accepted by the Health Department. If you have questions about a specific class, please call 859.341.4151 between 8am and 5pm. Monday-Friday.

Mail applications and payments to:

Northern Kentucky Health Department
Environmental Health and Safety
8001 Veterans Memorial Dr Florence, KY 41042
Attn: Sheila Edwards

If cancellation is necessary, you must notify Sheila Edwards, 859.341.4151 ext.2245, twenty-four (24) hours prior to class in order to reschedule or send a substitute. Please leave a message during weekends or afterhours. Failure to do so will result in a forfeiture of the class and associated fees. In such cases, the applicant must reapply and repay the fee. Please do not send a substitute unless you have notified this office with their information and who they will be replacing. Additionally, please do not attend a class unless you have received a confirmation and study guide from the health department regarding the date and class you are to attend. Attendees are asked to arrive on time. If an attendee is more than 30 minutes late for a class, he/she will need to reschedule and repay the fee.

Class location: Indiana Wesleyan University
600 Meijer Drive, Suite 200
Florence, KY 41042

Lunch hour is not provided. Breaks will be provided, and onsite vending is available.

Northern Kentucky Health Department

8001 Veteran Memorial Drive, Florence, KY 41042 | 859-341-4151 | www.nkyhealth.org