



## **Food Managers Certification Class**

### Schedule:

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

Fee: \$100

### Substitute certification: \$30

- A copy of the substitute training certificate must accompany application and appropriate fee. Class attendance is not required.
- Most online courses for food manager's certification are NOT accepted by the Health Department. Please call 859.341.4151 between 8 am and 5 pm Monday-Friday to verify that your training meets the appropriate requirements for a substitute certification.

Please mail all 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.

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.