

BLENDING COURSE DESCRIPTION

The blended course consists of Part 1: Online and Part 2: Live-Interactive Online taught by an FSPCA Lead Instructor. Both parts must be completed to obtain the Preventive Controls Qualified Individual (PCQI) Certificate of Training. This blended course option was created by IFPTI to provide an alternative way for individuals to complete the FSPCA Preventive Controls for Human Food course, virtually.

Those who have already completed the Part 1: Online course are eligible to attend the IFPTI one-day Part 2: Live-Interactive Online course.

COURSE STRUCTURE

PART 1: ONLINE COURSE:

- The online course consists of 16 modules, which will take between 8 to 12 hours to complete.
- You can start and stop at the end of each module along the way; it does not have to be continuous.
- There is a 4-hour inactivity time-out, so be sure that you complete an individual module before closing out or you will have to start at the beginning of that module again. Any completed modules will remain saved.
- Once you begin the process, you have up to six months to complete the Part 1: Online course.
- You must complete Part 1, **one week prior to Part 2**, to take Part 2.

PART 2: LIVE-INTERACTIVE ONLINE COURSE

The one-day Online course reviews the material from the Part 1: Online course, addresses questions related to the material in the course, and applies the knowledge gained through multiple course exercises, including the development of a model Food Safety Plan, as well as interacting with fellow participants.

Part 2: Live-Interactive Online course includes both a Pre-Course and Post-Course Assessment.

COURSE ENROLLMENT

IFPTI offers two options for completing the FSPCA Preventive Controls for Human Food Course:

Part 1: Online and **Part 2: Live-Interactive Online** as a bundled course package for **\$558**. **Part 2: Live-Interactive Online** course for only **\$350**.





As a bonus for enrolling, you will receive a **free printed copy** (\$30.00 value) of the FSPCA Preventive Controls for Human Food Participant Manual.

IFPTI will provide a link to the bookstore, upon enrollment, for the course manual. Shipping and handling not included.

[Click here](#) to view all IFPTI blended course offerings.

CANCELATION POLICY

IFPTI reserves the right to cancel the scheduled course at any time. If you cannot attend your registered course, contact LMS Administration at LMSAdmin@ifpti.org or call (269) 488-3258. The enrollment fee is non-refundable.

EQUIPMENT

Part 1: Online course equipment requirements:

Internet Browser:

The Part 1: Online course runs on the latest versions of all popular Internet browsers; however, for best results, we recommend Google Chrome.

Operating Systems

- For PC users, Windows 7 and above
- For Mac users, OSX 10.10. and above

Please note: Mobile devices are not supported at this time.

Part 2: Live-Interactive Online course equipment requirements:

- Stable internet connection capable of streaming video and audio
 - Test your internet connection [here](#).
- Webcam
 - The FSCPA requires the use of webcams to facilitate interaction between participants, instructors, and the course materials. You are required to be in attendance with your webcam operational for the entire course.
- Microphone and headset
- Zoom add-in
 - We use the Zoom for Education conferencing platform for the Part 2: Live-Interactive Online course. Please download and install the free [Zoom add-in](#) on your computer prior to the day of the course.

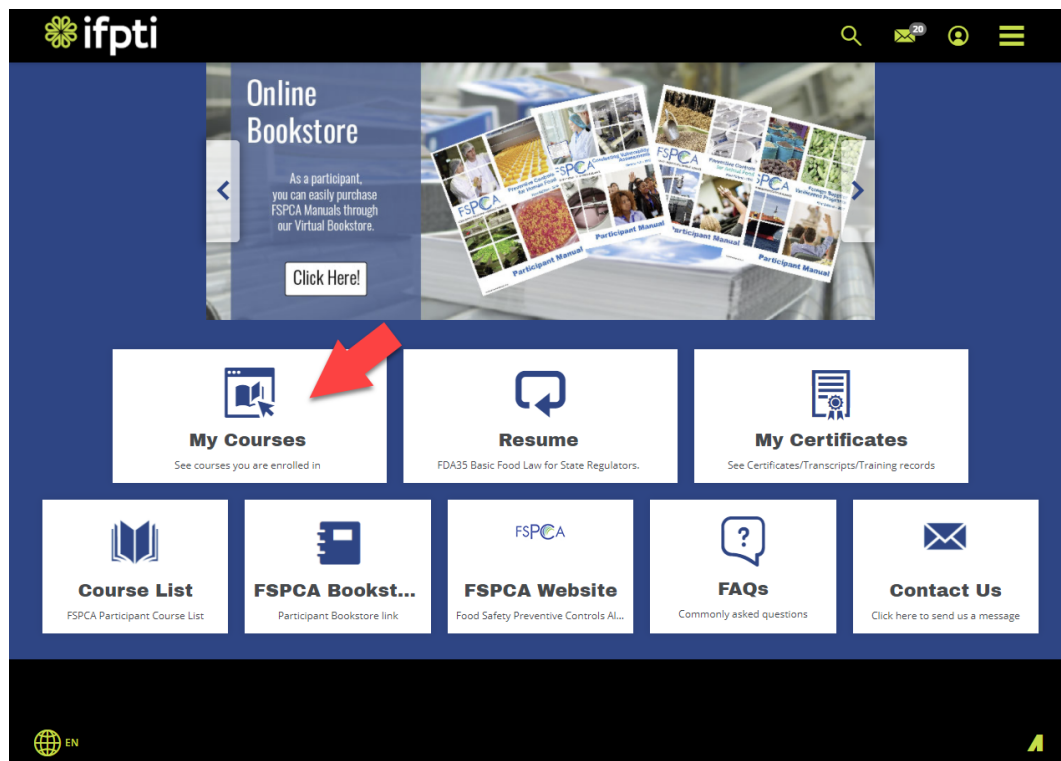
GETTING STARTED

To begin or revisit the course after purchase:

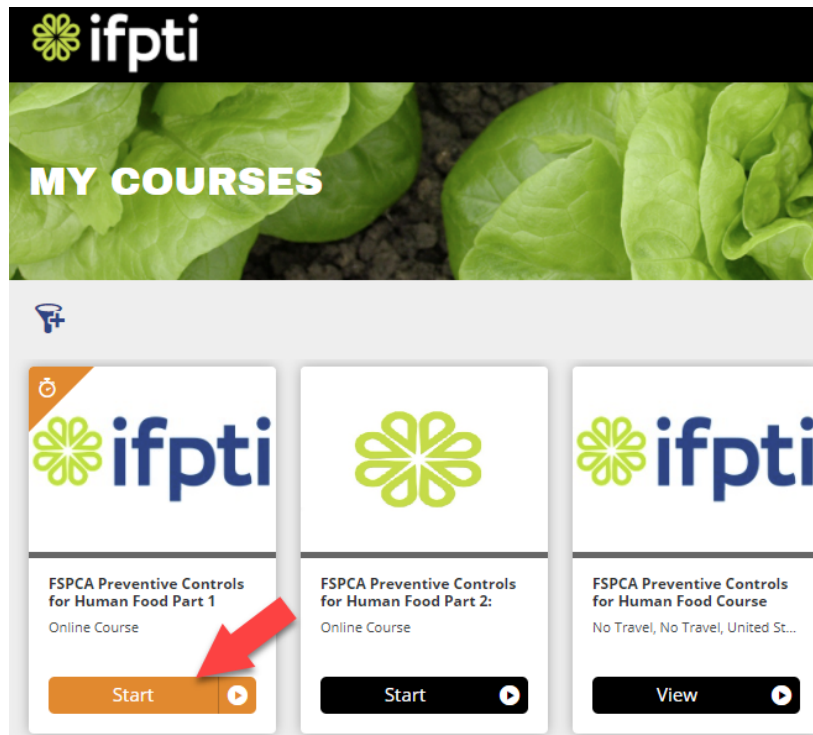
1. [Click here](#) to log into the Learning Management System (LMS).

Reminder: Use the same email address for both parts of the blended course. Some systems move unknown messages to Spam, Junk, or Trash mailboxes, or refuse delivery unless you approve or enter the email addresses that you deem acceptable into your address book.

2. Using your username and password (username is the email address used to create your account), login to the LMS.
3. Once logged in, click the “My Courses” section.



4. From within “My courses,” find FSPCA Preventive Controls for Human Food Bundle of Part 1 and Part 2 or Part 2 only.
5. Click “Launch.”



6. Complete all 16 modules. Remember there is a 4-hour inactivity time-out. Complete the module you are on before stopping the course; otherwise you will have to start again at the beginning of any module that is timed-out.
7. After completion of Part 1, you will receive a reminder email with access to a Part 2 enrollment link. You must use your enrollment link to attend a Part 2: Live-Interactive Online course.

NAVIGATING PART 2: LIVE-INTERACTIVE ONLINE COURSE

On the day of the FSPCA Preventive Controls for Human Food; Part 2: Live-Interactive Online course, login to your course at least **30 minutes** before the course start time.

1. To launch the Zoom meeting, click the Zoom link found in the email received from the course Lead Instructor.
2. During the course, you will review the material from Part 1, participate in exercises, and interact with fellow participants. At the end of the course, you will be able to take the Post-Course Assessment.
3. After completion, you will receive an email with access to your Certificate of Training.

COURSE COMPLETION & CERTIFICATE OF TRAINING

Upon completion of Part 1: Online course, you will receive an email with access to Part 2. Your instructor will take attendance at the beginning of Part 2: Live-Interactive Online course to validate all participants have completed Part 1. If it is found that you have not completed Part 1, you will be removed from the Online course.

Upon completion of both parts of this blended course, participants will receive a FSPCA PCQI "Certificate of Training." This certificate provides evidence that the individual meets the training requirements to be considered a Preventive Controls Qualified Individual for Human Food.



PREVENTIVE CONTROLS FOR HUMAN FOOD REGULATON

The Current Good Manufacturing Practice, Hazard Analysis, and Risk-based Preventive Controls for Human Food regulation (also referred to as the Preventive Controls for Human Food regulation) is intended to ensure the safe manufacturing/processing, packing, and holding of food products for human consumption in the United States. The regulation requires that certain activities must be completed by a “Preventive Controls Qualified Individual” who has “successfully completed training in the development and application of risk-based preventive controls.” This course, developed by the Food Safety Preventive Controls Alliance (FSPCA), is the “standardized curriculum” recognized by FDA. Successfully completing this course is one way to meet the requirements for a “Preventive Controls Qualified Individual.”

Under the Preventive Controls for Human Food regulation, the responsibilities of a “Preventive Controls qualified individual” include to perform or oversee 1) preparation of the Food Safety Plan, 2) validation of the preventive controls, 3) records review, and 4) reanalysis of the Food Safety Plan.