

FSIS Public Health Veterinarian Training Program

**Presented by the United States Department of Agriculture
Food Safety Inspection Service
Center for Learning**



The FSIS Center for Learning is an
Authorized Provider of
Continuing Education Units by the
International Association of
Continuing Education and Training



FSIS Public Health Veterinarian (PHV) Training Program

Agenda

WEEK 1

Day 1

FSIS Orientation	2 hrs
(Not applicable for Continuing Education Unit credit)	
Essentials of a Public Health Regulatory Agency	0.5 hr

Day 2

Regulatory Framework	1 hr
In Plant Safety	5 hrs
Overview of the Regulated Industry	3 hrs

Day 3

Ante Mortem Inspection Overview	2 hrs
Humane Handling of Livestock	3 hrs

Day 4

5000.1 Walk Through	7 hrs
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Day 5

Labor Relations	7 hrs
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WEEK 2

Day 6

Post Mortem Inspection Overview	3 hrs
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Day 6, 7, and 8

Multi Species Disposition	20 hrs
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Day 9

Reportable and Foreign Animal Diseases	2 hrs
BSE	1 hr
Residue Detection Program	2 hrs

Day 10

Professionalism	2 hrs
Human Resource Basics	1 hr
Preparation for Mentoring	1 hr

WEEK 3

In Plant with Field Mentor	
(Not applicable for Continuing Education Unit credit)	

WEEK 4

In Plant with Field Mentor
(Not applicable for Continuing Education Unit credit)

WEEK 5

In Plant with Field Mentor
(Not applicable for Continuing Education Unit credit)

WEEK 6

Food Safety Regulatory Essentials (FSRE) Training
Sanitation 30 hrs

WEEK 7

FSRE Training: Raw 33 hrs

WEEK 8

FSRE Training: Ready-to-Eat/Not-Ready-To-Eat 30 hrs

WEEK 9

Day 1

FSIS Statutes and Your Role 3 hrs

Day 1 and 2

Recalls 1.5 hr

Day 2

Administrative Enforcement Reporting 4.5 hrs

Day 2 and 3

Food Microbiology 5 hrs

Day 3

Walk through of Wellness and Resources/Networking 1 hr
Animal Production Food Safety 1 hr
IPPS Reviews 2 hrs

Day 4

Homeland Food Security 3 hrs
Processing (7000 Directive) 4 hrs

Day 5

Small Plant Assistance 0.5 hr
Exports Overview 1 hr
Food Safety Education Program 1 hr

Calculation of Continuing Education Units For the FSIS PHV Training Program

Total PHV Training Contact Hours Excluding FSRE:	89 hrs
Food Safety Regulatory Essentials Training Contact Hours:	93 hrs
Total Contact Hours for PHV Training Program:	182 hrs
Total Amount of Continuing Education Units (CEUs):	18.2 CEUs*

*According to the criteria and guidelines established by the International Association of Continuing Education and Training (IACET), **one CEU** equates to **ten contact hours** of participation in an organized continuing education experience under responsible, qualified direction and instruction.

Questions concerning the amount of continuing education units calculated for the FSIS PHV Training Program can be directed to:

Peggy Hernandez
Continuing Education Distance Learning Coordinator
USDA, FSIS, CFL, CEDL
Crystal Park Plaza Suite 1700
2700 Earl Rudder Freeway South
College Station, TX 77845
(979) 260-9562; 800-336-3747 ext. 287
Fax: (979) 260-9579

FSIS Public Health Veterinarian (PHV) Training Program: Module Descriptions and Objectives

FSIS Orientation (2 hrs)

This module gives an overview with reference to the organization of the U.S. Department of Agriculture, Food Safety and Inspection Services (FSIS), and its mission in protecting the public health.

OBJECTIVES:

1. Defines USDA role within the Executive branch and its mission statement
2. Describes the role of FSIS within USDA and the food safety mission
3. Gives an overview of FSIS' authority as a public health regulatory agency
4. Describes FSIS vision to protect public health
5. Describes the functions of each office within FSIS

Essentials of a Public Health Regulatory Agency Module (0.5 hrs)

This module covers an overview of the essentials of a public health regulatory agency. FSIS is a public health regulatory agency.

OBJECTIVES:

1. Describe what makes FSIS a public health regulatory agency.
2. Describe your role as a Public Health Veterinarian in FSIS.

Regulatory Framework Module (1hr)

This module covers an overview of the regulatory framework that is used by the Food Safety and Inspection Service (FSIS). This module provides you with information about the context in which you work. It is an overview of the regulatory framework for the Food Safety and Inspection Service (FSIS). As an agent of the federal government, you need to understand your legal responsibilities and the consequences that result when establishments do not comply with the laws and regulations governing meat, poultry, and egg products.

OBJECTIVES:

1. Understand where FSIS derives its authority.
2. Identify what is covered by the Federal Meat Inspection Act (FMIA), Poultry Products Inspection Act (PPIA), and the Egg Products Inspection Act (EPIA).
3. Understand what regulations are and where they come from.
4. Understand what Directives are and where they come from.
5. Understand what Notices are and where they come from.
6. Understand the relationship among statutes, regulations, directives, and notices.

Employee Safety Module (In Plant Safety) (5 hrs)

This module covers FSIS health and safety procedures and considerations, occupational zoonotic diseases of public health significance, and Lockout and Tagout procedures.

OBJECTIVES:

1. Be familiar with the FSIS health and safety program, the official forms used to report accidents, and what you can do to prevent accidents
2. Be familiar with Lockout and Tagout procedures
3. Be familiar with occupational hazards with a public health significance at ante and post mortem

The Regulated Industries: *Characteristics and Manufacturing Processes* (3 hrs)

The purpose of this module is to give a brief introduction to the meat and poultry industries. It will not be covering the details of how the industries are regulated by FSIS because this is addressed in other modules. This module will give an overview of the processes used and the products produced by the industries that are regulated by FSIS.

OBJECTIVES:

1. Describe the characteristics of the regulated industry
2. Describe the processes used
3. Describe the manufacturing principles related to the meat and poultry industry

Ante Mortem Inspection (2 hrs)

The module covers the following areas of ante mortem inspection: establishment responsibilities for facilities and conditions, supplies for performing Ante mortem inspection, observation, dispositions, and veterinary services.

OBJECTIVES:

1. Describe the various terms related to ante mortem inspection.
2. Identify the establishment's responsibilities
3. Identify the equipment and supplies that are needed to perform livestock Ante mortem inspection
4. Describe the appropriate methods for conducting Ante mortem inspection for livestock and poultry
5. Complete, given a list of information, a pen card, FSIS Form 6150-1, and FSIS Form 6200-16 in livestock inspection.
6. Given a list describing methods used to dispose of a livestock carcass condemned on Ante mortem, select those methods that are approved by FSIS.

Humane Handling of Livestock (3 hrs)

This module covers the procedures and regulations involved in humane handling such as acceptable stunning methods, inspection actions, and humane handling of disabled animals.

OBJECTIVES:

1. Select, from a list of definitions, the one that best describes the terms:
 - a. Surgical anesthesia.
 - b. Ritual slaughter.
2. Describe the four approved methods for stunning animals as identified in the Humane Slaughter Act and the regulations.
3. Select, from a list of general humane slaughter or handling responsibilities, those that are applicable to the establishment, to FSIS, or both.
4. Determine if a description of the way an animal is stunned is in compliance with the federal humane slaughter law.
5. Describe a method of slaughter that is exempt from stunning.
6. Select, from a list describing various methods used to move a disabled, yet conscious, animal from one area to another area, those methods that are acceptable according to the Humane Slaughter Act.
7. Compare a description of the way an animal is handled to the federal humane slaughter law to determine if the handling is in compliance with the Humane Slaughter Act.
8. Identify, from descriptions of establishment conditions in or around the livestock holding pens, those that might cause injury to animals.
9. Describe the establishment's responsibilities for animals that are withheld from slaughter for longer than 24 hours.
10. Describe the action an inspector should take when he/she observes an incident of inhumane treatment in an official establishment as a result of:
 - a. Facility deficiencies, disrepair, or equipment breakdown.
 - b. Establishment employee actions in the handling or moving of the livestock.
 - c. Improper stunning.

FSIS Directive 5000.1 Walk Through (7 hrs)

This module is to help give direction on the public health veterinarian's responsibilities to protect the public health through pathogen reduction, specifically salmonella and e-coli as outlined in the FSIS directive.

OBJECTIVES:

1. Describe the inspection verification procedures performed to verify establishment compliance with the Sanitation Performance Standards.
2. Describe the inspection verification procedures performed to verify establishment compliance with SSOP regulations.
3. Describe the inspection verification procedures performed to verify establishment compliance with HACCP regulations.
4. Identify the procedure performed to verify compliance with generic *E. coli* requirements.
5. Describe the responsibility for inspection personnel to verify compliance with the *Salmonella* performance standards.

Labor Relations (7 hrs)

This module provides information on the role of the field labor and employee relations specialists, Public Law 95-454, and the Labor-Management Agreement by presenting a general review of all agreement articles with emphasis on Governing Laws and Regulations, Management Rights, Union Rights, Employee Rights, Bargaining During the Term of Agreement, Hours of Work, Leave, Performance Management, Details, Overtime, Reassignments, Disciplinary and Adverse Actions, and Grievance Procedures.

OBJECTIVE:

1. Gain familiarity with the Labor-Management Agreement

Post Mortem Inspection Overview (3 hrs)

This module covers performing inspection methods, making regulatory decisions, documenting findings, and taking enforcement actions when appropriate, in relation to post mortem inspection we are guided by the following statutes, regulations, directives, and notices.

OBJECTIVES:

1. Define the purpose of post mortem inspection
2. Identify the statutes that provide FSIS the authority for conducting Post mortem inspection
3. Identify the regulations that cover Post mortem inspection
4. List the Directives that provide instructions on conducting Post mortem inspection procedures
5. Identify the plant responsibilities with regard to conducting Post mortem inspection
6. Describe the process of conducting Post mortem inspection procedures
7. Define how the establishment must dispose of condemned product
8. Describe how to complete Post mortem reports

Multi Species Disposition (20 hrs)

This module discusses the agency mission, regulatory basis for dispositions, professionalism in performing dispositions, and a systematic approach to the disposition thought process.

OBJECTIVES:

1. Describe the thought process used in making a disposition
2. Identify the public health significance of diseases and conditions found commonly in the slaughter environment
3. Describe the difference between public health significance and regulatory disposition requirements
4. Identify diseases and conditions which are required by regulation to result in carcass or parts condemnation
5. Identify the proper regulatory dispositions in given scenarios using the thought process

Reportable and Foreign Animal Diseases (2 hrs)

This module covers reportable and foreign animal diseases, reporting procedures, the MOU between FSIS and APHIS, Bovine Tuberculosis Eradication Awards Program, and information about APHIS Veterinary Services.

OBJECTIVES:

1. From a list of animal diseases, be able to select those which are reportable.
2. Be able to recognize clinical signs and/or lesions suspicious of a reportable or foreign animal disease.
3. Know the appropriate procedures to follow when a reportable or foreign animal disease is suspected in an animal presented for slaughter.
4. Be able to properly identify and submit possible lesions of bovine tuberculosis for identification.
5. Be able to follow appropriate procedures when TB reactors, suspects, or exposed animals are presented for slaughter.

BSE (1 hr)

This module presents the new regulatory requirements that were developed and implemented as a result of the positive finding of BSE in the US.

OBJECTIVES:

1. Identify the policies related to non-ambulatory disabled cattle and the FSIS responsibilities related to implementing the policies.
2. Identify the policies related to specified risk materials (SRMs) and the FSIS responsibilities related to implementing the policies.
3. Define the FSIS policies related to mechanically separated (MS) beef.
4. Define the FSIS policies related to advanced meat recovery (AMR).
5. Explain the reason for the prohibition of air injection stunning.
6. Identify the key aspects of the BSE surveillance program.

Residue Detection Program (2 hrs)

This module is an introduction to the FSIS National Residue Program, regulatory authority and residue in a HACCP environment, in-plant screening tests, residue testing procedures, animal identification and devices, FAST antimicrobial screen test, basic residue responsibilities for the public health veterinarian, the role of the Technical Service Center, residue violation cases and follow-up, residue terminology, Residue Violation Information System (RVIS), and residue dockets.

OBJECTIVES:

1. List the purpose for a residue program in FSIS.
2. List the names of the three federal agencies that are involved with residues in food animals.
3. Name and give the distribution of the forms used when the following types of samples have been collected and are ready to be mailed to the appropriate laboratory.

- a. Directed sample for monitoring phase
- b. Inspector generated suspected antibiotic residue
4. Name four tissues commonly requested on the FSIS Form 10, 210.3.
5. List three conditions which would lead to a decision by the PHV to perform an in-plant residue test.

Professionalism (2 hrs)

This module discusses professionalism at all levels of the workforce, which is critical to support FSIS in achieving our vision of becoming the premier public health agency and improving the working environment.

OBJECTIVES:

1. Define "professionalism"- what does it look like.
2. Define how professionalism relates to, and impacts, food safety and biosecurity.
3. Identify appropriate and inappropriate behavior and explain how they affect employees, industry officials, consumers and others.
4. Define the Agency's expectations and the role each employee has in supporting the Agency in achieving its public health mission.
5. Identify the 14 Principles of Ethical Conduct in public service and your responsibility annually in completing the ethics training.

Human Resources Basics (1 hr)

This module covers human resources topics specific to FSIS policies and procedures such as performance management, probationary employees, official personnel files, general pay schedules, staffing, merit promotions, civil rights, and equal employment opportunity.

OBJECTIVES:

1. Become familiar with the FSIS policies concerning the following topics:
 - performance management
 - probationary employees
 - official personnel files
 - general pay schedule
 - within grade increases
 - staffing methodology
 - career counseling
 - merit promotion
 - civil rights
 - equal employment opportunity
 - ethics
 - work unit meetings

Preparation for Mentoring (1 hr)

This module introduces the concept to the participants of the “New Hire” Mentoring program. Also, it provides the participants with a common language and understanding of what is expected throughout the mentoring process.

OBJECTIVES:

1. Become familiar with the concept of being a mentor
2. Become familiar with the requirements of mentees
3. Become familiar with the relationship aspect of a mentorship situation

Statutes and Your Role (3 hrs)

This module provides more detail about the regulatory framework and the statutory authority for day to day inspection and verification activities.

OBJECTIVES:

1. Understand the purpose of the Acts.
2. Identify key definitions from the Acts.
3. Understand the statutory authority for FSIS activities.
4. Understand how those activities plus authorities in the statutes support enforcement actions.

Recalls (1.5 hr)

This module covers the Recall Management Division, the recall process, recall data systems, and the public health veterinarian’s role in the recall process.

OBJECTIVES:

1. Explain why products are recalled.
2. Identify the classes of product recalls.
3. Identify the roles different groups play in product recalls.

Administrative Enforcement Reporting (4.5 hrs)

This module covers the agency’s Administrative Enforcement Report (AER) format and thought processes. The topics covered include:

- The use of critical thinking in developing an enforcement action.
- Different types of official documentation.
- The work methods and general process of building a case.
- The process behind recommending or taking an enforcement action.
- The basics of building a case and assembling an AER case file.
- How an establishment’s response is verified by the agency.
- How to assess an establishment’s corrective actions.

OBJECTIVES:

1. Explain and/or list the following concepts of critical thinking:
 - a. What is critical thinking?

- b. The importance of critical thinking to the AER process
2. Explain the role of the PHV in the AER process:
 - a. In-plant team leader
 - b. Ensuring accurate supporting documentation
 - c. Ensuring proper lines of communication
 - d. Performing verification activities (verification plans)
3. Explain the role of the AER within the FSIS regulatory framework:
 - a. Statutes and Rules of Practice as a framework of the AER case file
 - b. Ensuring that the establishments receive due process
4. List and describe the main supporting components of the AER:
 - a. NRs
 - b. Memoranda
 - c. MOI
 - d. Signed Statements
 - e. Other Agency Letters
5. Accurately document a Memorandum of Interview (MOI).
6. List two "other" sources of information pertinent to the AER process:
 - a. Consumer Complaint Monitoring System (CCMS)
 - b. Recall System

Food Microbiology (5 hrs)

This module covers a brief overview of some of the basic principles of food microbiology; explains how those principles apply to meat, poultry, and egg products, and reviews the FSIS microbiological sampling programs.

OBJECTIVES:

1. Identify the sources and parameters affecting the growth of microorganism
2. Describe the pathogens of concerns that causes foodborne illnesses
3. Discuss the impact of pathogens in the in-plant environment .

Wellness and Resources/Networking (1 hr)

This module provides information about coping with stress and other health concerns in addition to providing useful resources that will help participants become more effective in performing their job duties as an FSIS Public Health Veterinarians.

OBJECTIVES:

1. Define different types of stress.
2. Generate a list of coping techniques for stressors.
3. Identify personal resources for dealing with stress.
4. To identify resources including professional organizations, web sites, and information useful in performing the job duties as an FSIS Public Health Veterinarian.

Animal Production Food Safety (1 hr)

This module covers animal foodborne hazards, high risk slaughter classes, quality assurance/certification, the role of FSIS veterinarians in collaboration and information sharing, and the current promising research areas.

OBJECTIVES:

1. Describe and explain why certain classes of livestock presented for slaughter are historically the highest risk for violative residues.
2. Be familiar with the dairy, pork, egg and beef producer HACCP-compatible, Quality Assurance or Good Production Practices Programs. Be able to describe the newest trends in verifiable, third party audited programs and the advantages to industry these programs bring.
3. Be able to describe the role of the in-plant Veterinary Public Health Officer when interacting with animal and egg production food safety partners.
4. Be familiar with promising research in preharvest food safety and why multiple interventions are believed to be more likely to succeed from farm to slaughter in reducing, controlling and/or eliminating public health hazards reasonably likely to occur in and on animals, poultry and eggs presented to processing.

IPPS Reviews (2hrs)

This module covers the purpose of an IPPS review, personnel involved in an IPPS review, the tools available to supervisors during an IPPS visit, preparation steps, the mechanics, filing, and sharing of IPPS worksheets, and the relationship of the IPPS Assessment worksheet to performance evaluations, and FOIA.

OBJECTIVES:

1. Identify 4 tools available to supervisors during IPPS visits.
2. Define who will conduct an IPPS review.
3. Describe the purpose of an IPPS review.
4. List 4 areas of evaluation for which the IPPS Supervisory Guideline provides information (e.g., for HACCP, SSOP, Sampling, etc.).
5. List what the supervisor must know/have in order to conduct an IPPS review.
6. State the minimum number of IPPS visits that must occur annually.
7. Describe how an IPPS assessment worksheet is used.
8. Describe where and how IPPS worksheets are filed.
9. Describe how the IPPS assessment worksheet is shared with the inspection program personnel.
10. Describe the relationship of the IPPS assessment worksheet to FSIS Form 4330-6 used to document progress reviews.
11. List the steps in preparing for an IPPS review visit.
12. List the performance elements for inspection program personnel addressed in the IPPS Supervisory Guideline.
13. State whether completed IPPS assessment worksheets are available under FOIA.

Homeland Food Security (3 hrs)

This module will address food security activities in FSIS. First, the content covers an overview of what food security means and what activities FSIS has taken to ensure that meat, poultry, and egg products are protected from intentional harm. Then, information about the public health veterinarian's role and inspection activities that are related to food security is discussed.

OBJECTIVES:

1. Identify how FSIS has changed to meet the challenges of food security since "9/11." Be able to describe changes in the organization. Be familiar with various initiatives: planning, surveillance and monitoring, laboratories, Directives, continuity of operations, education and international areas.
2. Identify key weapons of mass destruction and biological threat agents that could be used to attack the food supply.
3. Identify the food security monitoring and reporting responsibilities of frontline supervisors when there is a Homeland Security threat condition.
4. Define how FSIS is promoting the adoption of preventive strategies for industry and consumers. Be familiar with the types of voluntary guidelines industry and consumers must consider in order to be better prepared to prevent and respond to terrorism.

Processing (7000 Directive) (4 hrs)

This module covers the public health veterinarian's responsibilities related to the statutes, regulations, and directives that cover the regulatory requirements for what is called Other Consumer Protection, or OCP. These requirements relate to economic adulteration and misbranding of products.

OBJECTIVES:

1. Identify the statutes and regulations that relate to other consumer protection responsibilities.
2. Describe how to conduct the 04 procedures appropriately.
3. Describe how to conduct the 05 procedures appropriately.
4. Explain what to do when noncompliance is observed.
5. Describe what to do when there are multiple noncompliances.

Small Plant Assistance (0.5 hr)

This module discusses the key provisions, the roles and responsibilities of Agency programs and personnel with respect to the Small Business Regulatory Enforcement Fairness Act (SBREFA).

OBJECTIVE:

1. To be able to identify FSIS activities related to Small Business Regulatory Enforcement Fairness Act (SBREFA).

Exports Overview (1 hr)

This module covers export certification and the references and directives pertaining to export certification, replacement certificates, and reinspection.

OBJECTIVE:

1. Conduct export certification duties according to Agency guidance.

Food Safety Education Program (1 hr)

This module will introduce you to the FSIS food safety education program.

OBJECTIVES

1. Explain the goal of the FSIS food safety education program.
2. Identify the highest risk populations for foodborne illnesses.

Food Safety Regulatory Essentials (3 week training course) (93 hrs) (PHV Training Program: Weeks 6, 7, & 8)

Food Safety Regulatory Essentials Training (FSRE) is based on the recently issued FSIS Directive 5000.1, Revision 1, "Verifying an Establishment's Food Safety System". The directive outlines the full range of inspection responsibilities in relation to the HACCP/Pathogen Reduction regulation. In addition, it incorporates all recent Agency issuances (Directives, Notices) related to these topics. The purpose of the training is to reinforce understanding of how to perform food safety duties.

Unlike the initial HACCP training, the FSRE training is tailored to an inspector's assignment. All persons receiving the training get foundation training and customized training. The foundation training covers the Rules of Practice, Sanitation Performance Standards, and Sanitation Standard Operating Procedures. The customized training covers HACCP verification, Pathogen Reduction, and food safety sampling.

Inspectors assigned to establishments producing products in the 03B, C and J HACCP processing categories receive HACCP training focused on raw products. Inspectors in establishments producing products in the 03G, H and I HACCP processing categories receive HACCP training focused on not shelf stable, ready-to-eat and not ready-to-eat products. Inspectors at establishments producing products in the 03D, E and F HACCP processing categories receive HACCP training focused on shelf stable products.