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# ServSafe<sup>®</sup> Manager Regulation Update

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**State: Ohio**

**Updated: 4/7/2021**

## Who needs to be certified?

One supervisor/manager per establishment that has supervisory/management responsibility and the authority to direct and control food preparation and service for a Risk Level III and IV facility must have manager certification.

**NOTE:** Ohio used to have “Level 1 and Level 2” requirements. They have eliminated the “levels” terminology and are instead requiring “manager certification” and “Person-In-Charge (PIC) certification”.

Individuals that have manager certification do not need to also complete Person In Charge training.

Inspectors will look for the *Ohio Department of Health (ODH) Manager Certification in Food Protection* to prove certification requirements have been met. The ODH certification is issued after both the ServSafe Manager training and certification are successfully completed with an ODH approved instructor/proctor.

## What types of establishments are covered?

These establishments must have manager certification:

- Supervisors/Managers of Risk level III establishments. Risk level III facilities include any establishment that conducts activities that include, but are not limited to: (1) Handling, cutting, or grinding raw meat products; (2) Cutting or slicing ready-to-eat meats and cheeses; (3) Assembling or cooking time/temperature controlled for safety food that is immediately served, held hot or cold, or cooled; (4) Operating a heat treatment dispensing freezer; (5) Reheating in individual portions only; or (6) Heating of a product, from an intact, hermetically sealed package and holding it hot.
- Supervisors/Managers of Risk level IV establishments. Risk level IV facilities include any establishment that conducts activities that include, but are not limited to: serving a primarily high risk clientele including immuno-compromised or elderly individuals in a facility that provides either health care or assisted living; Reheating bulk quantities of leftover time/temperature controlled for safety food more than once every seven days; or caterers or other similar food service operations that transport time/temperature controlled for safety food.

## Link to Legislation and Regulation Language:

<https://odh.ohio.gov/wps/portal/gov/odh/know-our-programs/food-safety-program/welcome-to>

## Training Hours

A specified number of training hours is no longer required. However, you must use a course that covers all the required content. ServSafe Manager, print and online with the Ohio Supplement are approved for use in Ohio.

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## ServSafe Acceptance

ServSafe Food Protection Manager Certification Course and exam are accepted per these scenarios:

- ServSafe Manager Classroom training with an Ohio Department of Health (ODH) approved instructor, using the Leaders guide, the *Ohio Supplement* and the ServSafe Manager Certification exam. The ODH approved instructor/proctor will provide the *Ohio Department of Health Manager Certification in Food Protection* to individuals after successful completion of the course and exam.
- ServSafe Manager Online Course is approved in OH, students must review the *Ohio Supplement* (included with the course) and the ServSafe Manager Certification exam must be proctored by an ODH approved instructor/proctor (see Instructor/Proctor Requirements above). The ODH approved instructor/proctor will provide the *Ohio Department of Health Manager Certification in Food Protection* to individuals after successful completion of the course and exam.
- If someone already has a ServSafe Manager Certification from another state, but does not have their *Ohio Department of Health Manager Certification in Food Protection*, they can apply for it using the [Application for Ohio Department of Health Manager Certification in Food Protection](#). This must be submitted with documentation that proves completion of ServSafe training (from a ServSafe instructor or from the ServSafe Manager Online course) and a copy of your ServSafe Certification. Please see this [Help document](#) for instructions on completing that process.

## Instructor/Proctor Requirements

In addition to becoming an approved ServSafe Instructor or Proctor, to teach courses or proctor ServSafe exams in Ohio you must also be an Ohio Department of Health Approved Provider. Review this [help document](#) on how to complete that process.

### **NOTE:**

- Instructors/proctors must distribute certificates to students within ten business days of receipt.
- Instructors/proctors are no longer required to notify ODH of course dates in advance.

## Recertification Requirements

Recertification is not required, but is strongly encouraged. ServSafe Manager Certifications expire in 5 years.