

# STATE REOPENING TRAINING & CERTIFICATION REQUIREMENTS/ RECOMMENDATIONS

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**This document covers state training and certification requirements/recommendations for reopening.**



STATE	TRAINING/CERTIFICATION REOPENING REQUIREMENTS
REOPENING GUIDANCE	For the most recent re-opening guidance document for every state, the Restaurant Law Center provides and regularly updates the <a href="#">Official Return to Work Guidelines for Foodservice Establishments</a> document. This comprehensive document covers both federal and state return-to-work orders and guidelines, including dine-in restrictions, employee PPE requirements, distancing and occupancy restrictions, changes to payment systems, other operational guidelines, and local exceptions.
ALABAMA	Create a plan for and checklist of all surfaces your staff and guests will come in contact with. Train your staff on these surfaces and prepare procedures for elevated cleaning and sanitizing of these surfaces.
ALASKA	Make sure your person-in-charge has an up-to-date ServSafe Food Manager certification. The Food and Drug Administration requires every restaurant to have a person in charge on site during open hours and directs that the person in charge should have a food manager certification.
ARIZONA	Retraining staff for current food handling, sanitation and understanding of the health screening protocols. Rehire and retrain staff to ensure: <ul style="list-style-type: none"> <li>• All employees have current food handling training.</li> <li>• All employees are trained on appropriate cleaning and disinfection, hand hygiene, and respiratory etiquette.</li> <li>• All employees understand your health screening protocols.</li> </ul>
ARKANSAS	Per the Arkansas Department of Health, the Certified Food Manager certification deadline has been extended to July 1, 2021.



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CALIFORNIA	<p>Establish a written, worksite-specific COVID-19 prevention plan at every location, perform a comprehensive risk assessment of all work areas, and designate a person at each establishment to implement the plan. Train and communicate with employees and employee representatives on the plan.</p> <p>Train workers on these and other elements of the COVID-19 prevention plan:</p> <ul style="list-style-type: none"> <li>• Physical distancing to the maximum extent possible.</li> <li>• Use of face coverings by workers (where respiratory protection is not required) and customers/clients.</li> <li>• Frequent handwashing and regular cleaning and disinfection.</li> </ul>
COLORADO	<p>Provide guidance, training, and ongoing training on maintaining 6 foot distancing between employees to the greatest extent possible in all areas of operation.</p>
CONNECTICUT	<p>Institute a training program and ensure employee participation in the program prior to reopening. The training shall include:</p> <ul style="list-style-type: none"> <li>• The rules contained in the reopening document.</li> <li>• Protocols on how to clean and use cleaning products (including disinfectants) safely.</li> <li>• Additional guidance can be found <a href="#">here</a>.</li> <li>• If any on-site duties are subcontracted, it is the employer's responsibility to ensure sub- contractors are appropriately trained.</li> <li>• The training shall be provided at no cost to the employee and during working hours. The training materials shall be presented in the language and at the literacy level of the employees. There shall also be weekly refreshers on policies.</li> <li>• Sexual Harassment Prevention training in pursuant to the Time's up Bill requirement. All existing employees must be provided the two hours training by October 1, 2020.</li> </ul>





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DELAWARE	Every restaurant is expected to have its own reopening plan and must follow DPH guidance, including employee health screening and return to work criteria.
DISTRICT OF COLUMBIA	<p>Employees should be educated about the signs and symptoms of COVID-19 and basic prevention measures. For more information, see <a href="https://coronavirus.dc.gov">coronavirus.dc.gov</a></p> <p>All food contact surfaces must be cleaned and sanitized at least every 2 hours. Cleaning procedures throughout the restaurant must be developed in advance of opening and shared with employees so that they can be properly trained.</p>
FLORIDA	Ensure ServSafe certifications of persons in charge are current; ensure employees' Florida-mandated food handler training is up to date.
GEORGIA	Ensure Food Safety Manager certification of the person in charge is up to date; provide food handler training to refresh employees.
HAWAII	Employers need to maintain Food Protection Manager certification or Food Handler's certificate as required by the state of Hawaii. ServSafe Manager and ServSafe Food Handler are approved programs.
IDAHO	<p>Establish protocols to reduce the risk of spreading the COVID-19 virus by training employees on cleaning and disinfecting procedures, and protective measures.</p> <p>Update employee illness policy and provide COVID-19 staff training.</p>



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ILLINOIS	<p>All employees should complete health and safety training related to COVID-19 when initially returning to work. Resources to design a training program are posted on the DCEO (Department of Commerce and Economic Opportunity) Restore Illinois guidelines website.</p> <p>Train and remind employees of effective hand hygiene practices including washing hands with soap and water for at least 20 seconds every 30 minutes.</p>
INDIANA	<p>From <a href="#">Hoosier Hospitality Promise</a>: Restaurants and other foodservice establishments should have the designated manager on duty complete the COVID-19 Hospitality Training Program and the manager should also have employees complete the program.</p> <p><a href="#">Provide food handling refresher training to all employees</a></p>
IOWA	Enhance employee safety training, emphasizing employee health, handwashing, and personal hygiene practices.
KANSAS	Not specified
KENTUCKY	Restaurants should ensure employees are informed that they may identify and communicate potential improvements and/or concerns in order to reduce potential risk of exposure at the workplace. All education and training must be communicated in the language best understood by the individual receiving the education and training.
LOUISIANA	Not specified



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<p><b>MAINE</b></p>	<p>Provide employee training for:</p> <ul style="list-style-type: none"> <li>• Physical distancing guidelines and expectations</li> <li>• Monitoring physical health</li> <li>• Proper wear, removal disposal of Personal Protection Equipment (PPE)</li> <li>• Laundering of face coverings and uniforms</li> <li>• Cleaning protocols</li> <li>• How to monitor personal health and body temperature at home</li> <li>• Cleaning protocols, including how to safely and effectively use cleaning supplies</li> </ul>
<p><b>MARYLAND</b></p>	<p><u>Any food handler certificate and food manager certification that expires during the state of emergency will still be valid.</u> Food handlers and managers will have 30 days from the date the state of emergency is rescinded to renew their certificates and/or certifications.</p>
<p><b>MASSACHUSETTS</b></p>	<p>Provide training to workers on up-to-date safety information and precautions including hygiene and other measures aimed at reducing disease transmission, including:</p> <ul style="list-style-type: none"> <li>• Social distancing, handwashing, and requirement and proper use of face coverings</li> <li>• Modifying practices for serving in order to minimize time spent within 6 feet of customers</li> <li>• Self-screening at home, including temperature or symptom checks</li> <li>• Reinforcing that staff may not come to work if sick</li> <li>• When to seek medical attention if symptoms become severe</li> <li>• Which underlying health conditions may make individuals more susceptible to contracting and suffering from a severe case of the virus</li> </ul>



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MICHIGAN	<p>Create a COVID-19 Response Team and employee training document ready by June 1, 2020, or within 2 weeks of resuming in-person activities, whichever is later.</p> <ul style="list-style-type: none"> <li>• A business or operation's plans must be readily available to employees, labor unions, and customers.</li> <li>• The plans need to be accessed via website, internal network, or hard copy.</li> <li>• COVID-19 employee training document must include a step on how to report unsafe working conditions.</li> </ul>
MINNESOTA	<p>Certified Food Protection Managers with State of Minnesota certificates expiring between March 17, 2020, and June 30, 2020, will be granted a <a href="#">six-month grace period</a> to complete their four (4) contact hours of approved continuing education. Renewal applications remain due within six months of the expiration date of the state certificate.</p> <p>All workers and members of management must be trained regarding COVID-19 exposure, use of protective equipment and supplies, as well as applicable policies, procedures, practices, and protocols. The training must be provided by and paid for by the business. The training must be provided in a manner and language that each employee can understand, and must be adjusted to reasonably accommodate all limiting factors present.</p>
MISSISSIPPI	<p>All employees shall be provided training regarding minimizing the spread of COVID-19, including the importance of frequent hand washing and personal hygiene, proper sanitation, cough and sneeze etiquette, use of PPE, and safe food handling procedures.</p>
MISSOURI	<p>Not Specified</p>
MONTANA	<p>COVID-19 related training may include:</p> <ol style="list-style-type: none"> <li>1. A review of the establishment facility plan;</li> <li>2. The employee health policy; and</li> </ol> <p>The ServSafe Takeout and Delivery COVID-19 Precautions training.</p>





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NEBRASKA	<p>Restaurants are asked to adhere to the following guidelines developed by the Division of Public Health and the Nebraska Restaurant Association.</p> <ul style="list-style-type: none"> <li>• Ensure proper training for food employees with new or altered duties and that they apply the training according to established procedures.</li> <li>• Enhance employee safety training, emphasizing hygiene etiquette (avoid touching your eyes, nose, and mouth), and proper hand hygiene including washing hands for at least 20 seconds, especially after going to the bathroom, before eating, and after any sneezing or coughing, or after touching high touch surfaces (e.g., door handles, chairs, and tables).</li> </ul>
NEVADA	<p>Food Handler Safety Training Cards (Health Cards) that have expired since the program closed in March 2020 will be considered valid until the end of the year; employees with expired cards can be allowed to work. No additional late fees will be applied for renewing expired cards through December 31. First-time Food Handler Safety Training Card applicants will have 90 days from the date the program reopens to obtain their Food Handler Safety Training Card.</p> <p>Train staff on the new operational plan and the increased precautions in place to reduce the spread of the virus that causes COVID-19. Explain the plans to use social distancing, what types and how to use PPE, proper use of chemicals, and the difference between cleaning, sanitizing, and disinfecting. Create an Employee Illness Policy if the facility does not have one in place. Explain to employees that anyone who appears to have symptoms upon arrival at work or who becomes sick during the shift will immediately be sent home as recommended by the CDC.</p> <p>In all counties, the seating in restaurants and food establishments must be limited to parties not greater than 6</p>
NEW HAMPSHIRE	<p>Food Service Industry Employee Protection:</p> <ul style="list-style-type: none"> <li>• Provide ServSafe COVID-19 training or its equivalent as soon as possible to all employees</li> <li>• Follow <a href="#">Universal Guidelines for All New Hampshire Employers and Employees</a>.</li> </ul> <p>Train all employees on the importance of frequent hand washing and the use of hand sanitizers with at least 60% alcohol content.</p>





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NEW JERSEY	<p>Staff Safety Guidelines:</p> <ul style="list-style-type: none"><li>• At least one manager per shift certified in ServSafe Manager.</li><li>• Mandate that all staff members to be certified in food handler.</li><li>• Train all employees on the importance of frequent hand washing, the use of hand sanitizers with at least 60% alcohol content and give them clear instruction to avoid touching hands to face.</li></ul>
NEW MEXICO	<p>Employees will receive training on updated employee health policies and retrained on key food handling practices like handwashing, glove usage, and sanitizing and disinfecting surfaces.</p>
NEW YORK	<p>Train employees on how to don, doff, clean and discard PPE. Employees will also need to complete pre-return checks and assessments of kitchen systems to ensure a healthy and safe environment.</p>
NORTH CAROLINA	<ul style="list-style-type: none"><li>• Immediately effective, May 27, 2020, and until this <a href="#">memorandum</a> is rescinded or replaced, establishments with a Person in Charge (PIC) present with a CFPM certificate that has expired since March 1, 2020, should be marked OUT and assessed zero (0) points on the inspection form. This does not absolve the permit holder's responsibility to have a PIC present per Section 2-101.11 during routine operations, nor does it absolve them from maintaining their PIC duties per Section 2-103.11 of the NC Food Code Manual.</li><li>• Noncompliance with these Sections shall be assessed per the NC Food Code Manual marking instructions and 15A NCAC 18A .2661(e).</li><li>• Provide education to employees on how to properly wear, remove, and wash or dispose of face coverings.</li><li>• Provide workers with education about COVID-19 strategies, using methods like videos, webinars, or FAQs.</li></ul>



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NORTH DAKOTA	All business must complete the Workplace Assessment Tool for COVID-19 <a href="#">North Dakota Workplace Self-Assessment</a>
OHIO	<p><b>MANDATORY</b>            Provide ServSafe, or other approved COVID-19 education as soon as possible. Add COVID-19 symptoms to the current standard Health Agreement required by the food safety code.            Comply with person in charge certification requirements and manager certification requirements as set forth in OAC 3701-21-25 and OAC 3717-1-02.4 as applicable.</p> <p><b>RECOMMENDED</b>            Educate on proper use, disposal, and maintenance of face coverings.            Enhance education on proper use of gloves, per code.            Reinforce education per current food safety code about when to wash hands.            Post health department hand washing posters at sinks and stations. Set times for periodic hand washing. Continue to emphasize employee education and compliance with hand washing, glove use, employee health, and food handler training.</p>
OKLAHOMA	<p>Restaurants and Food Establishments:</p> <ul style="list-style-type: none"> <li>• Employers should cross-train personnel to perform essential functions so that the work place is able to operate even if key staff members are absent.</li> </ul> <p>Bars and Drinking Establishments:</p> <ul style="list-style-type: none"> <li>• Prior to reopening, retrain employees on best practices to avoid contamination.</li> </ul>
OREGON	Train all employees in safety requirements and expectations while at worksites. Review and implement <a href="#">Mask and Face Covering Guidance for Business, Transit and the Public</a> .



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PENNSYLVANIA	<p>Train all employees on the importance and expectation of increased frequency of hand washing, the use of hand sanitizer with at least 60% alcohol, and provide clear instructions to avoid touching hands to face.</p> <p>Any restaurant that wishes to increase to 50 percent indoor capacity on September 21st must complete the online self-certification process by October 5th. Business owners should keep a copy of the self-certification confirmation they will receive by e-mail.</p> <p>Additionally, restaurants that self-certify will be mailed Open &amp; Certified Pennsylvania branded materials, such as window clings and other signage designating their certification, which they can display for customers and employees.</p>
PUERTO RICO	<p>Educate employees about the nature of pandemics.</p>
RHODE ISLAND	<p>Establishments must designate an employee to implement and monitor for compliance with social distancing measures, sanitization, and other standards included in this guidance. This employee may be the Food Safety Manager; however, establishments may designate an alternative employee. Establishments should institute employee-training programs on these standards.</p>
SOUTH CAROLINA	<p>Continue and enhance employee safety training, highly emphasizing proper hand washing and hygiene etiquette.</p> <p>All restaurants are required to meet the minimum education and training standards outlined in DHEC Regulation 61-25. At least one employee with the authority to direct and control food preparation and service shall be a food protection manager who has been certified by an accredited program. Only Conference for Food Protection ANSI-certified Food Protection Manager courses meet the requirements of 2-102.20.</p> <p>All restaurants are encouraged to have their employees complete the DHEC-approved Food Handler training and all managers earn their Conference for Food Protection ANSI certified Food Protection Manager certification.</p> <p>For those operations with carry out and delivery service, have employees take the Free ServSafe COVID-19 training for carryout and delivery service.</p>



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SOUTH DAKOTA	Train all employees on health and safety protocols.
TENNESSEE	<p>Employee Protection: Provide ServSafe COVID-19 training for all food handlers as soon as possible.</p> <p><a href="#">ServSafe COVID-19 Precautions Training Videos</a></p>
TEXAS	Train all employees and contractors on appropriate cleaning and disinfection, hand hygiene, and respiratory etiquette.
UTAH	Train managers/leadership to spot symptoms of COVID-19 and to be clear on relevant protocols.
VERMONT	The <a href="#">Work Smart and Stay Safe initiative</a> requires businesses that closed for 7 days or more to adopt or create a sector-specific reopening and training plan before reopening.





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VIRGINIA	Adoption of the First-in-the-Nation Workplace Safety Standards. Mandating appropriate personal protective equipment, sanitation, training, record keeping and hazard communication within the workplace. In addition to the already in place best hygiene practices. Training employees on a regular basis, including washing hands often with soap and water for at least 20 seconds and practicing respiratory etiquette protocols. A CDC training video is available <a href="#">here</a> .
WASHINGTON	Requirements for All Employers: Educate employees about COVID-19 in a language they best understand. The education should include the signs, symptoms and risk factors associated with COVID-19 and how to prevent its spread.
WEST VIRGINIA	Train all employees on the importance and expectation of increased frequency of hand washing and the use of hand sanitizers with at least 60% alcohol; provide clear instruction to avoid touching hands to face.
WISCONSIN	Instruct your employees how to properly put on and remove a facemask or cloth face covering. The CDC illustrates how to properly wear a face covering and have several tutorials for how to make one. Encourage staff to become Certified Food Protection Managers. <a href="#">ServSafe</a> is offering free takeout and delivery training videos for curbside and delivery operations with COVID-19 precautions.
WYOMING	Ensuring all employees are aware of the need for sanitizing. Cleaning and disinfecting should occur multiple times a day using the EPA approved cleaning supplies.