

*Dietary Manager In-Service Training and Staffing, Inc.*

P.O. Box 333 Baton Rouge, La. 70821

Phone: 225-620-6219; Fax: 225-372-2318

[higheredspecialist@gmail.com](mailto:higheredspecialist@gmail.com)

*Serve Safe Food Safety and Sanitation Certification Training  
For Dietary Managers and Staff*

*Registration and Training Information*

**Location:** Louisiana Nursing Home Association

**Address:** 7844 Office Park Blvd. Baton Rouge, Louisiana 70809

**Date:** April 11, 2013

**Time:** 8:30 am – 5:00 pm

**Trainer and Registrar:** Denise Smith, Ed.S., MPA, NHA, LPN, CDM

**Contact information:** Phone (225) 620-6219; Fax (225) 372-2318

E-mail [higheredspecialist@gmail.com](mailto:higheredspecialist@gmail.com)

**Cost:** \$160.00 (textbook & testing voucher sold separately from NRA)

\*\*Textbook and online testing voucher can be purchased at [www.servsafe.com](http://www.servsafe.com). If you have a 5<sup>th</sup> or 6<sup>th</sup> edition textbook, you will only need to order the exam voucher. You may either include the \$36.00 exam fee due to NRA with your registration or purchase **only** the online exam voucher without the textbook from their website for \$36.00.

**CEU's:** Certified Dietary Manager's may contact ANFP ([www.anfponline.org](http://www.anfponline.org)) for the necessary form(s) to complete to receive your required sanitation continuing education credit. If you are seeking continuing education credit from your facility, you will receive a certificate of completion at the end of training.

**Registration Form and Payments:** Please fax and mail registration form (s). Send payment(s) to: Dietary Manager In-Service Training and Staffing, Inc.

P.O. Box 333

Baton Rouge, Louisiana 70821

**Acceptable Payment methods:** Corporate Checks or Money Orders (Postal, Western Union, or Wal-Mart MoneyGram)

**Lunch:** If you are interested in a sandwich catering menu option for a light lunch, I can send this information to you upon request. Otherwise, lunch will be on your own. Lunch break will be for 30 minutes.

- Fax Registration form to reserve your seat. Your seat will be held for 5 days to allow time for your payment to arrive.
- Training fee is non-refundable as it reserves a space for your training. If you need to change the name of the participant, please send an e-mail with the updated information and the new participant's name will be changed at no cost. This needs to be completed by the registration deadline of April 4, 2013 by 5:30 pm.
- For computerized testing, you must bring your own laptop or tablet. Please indicate this on your registration form so that a paper/pencil exam can be ordered for you if you do not bring an electronic device for testing.
- Computerized testing will result in **same day** exam results. Upon passing the certification exam, you should receive your certificate within 7-10 business days. If you take the paper/ pencil exam, it will take approximately 14 business days for grading and the mailing of your certificate.
- Certification is valid for 5 years.
- Upon registering, you will receive information regarding a pre-diagnostic exam. This exam will aid in assessing your knowledge prior to training and will also provide you with the types of questions that you will receive on your certification exam.
- **REGISTRATION DEADLINE** is April 4, 2013 by 5:30 pm. Space is limited and early registration is highly recommended.



Registered ServSafe Proctor  
& Certified ServSafe Instructor

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**Registration Form**

**Participants Name:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Testing Option:** Computerized Testing (must bring own laptop or tablet) \_\_\_\_\_ or  
Paper / Pencil Exam \_\_\_\_\_

**Training Date:** \_\_\_\_\_

**Training Location:** \_\_\_\_\_

- I understand that the training fee is non-refundable. However, if I am unable to attend, another participant can be transferred to my registration.

**Mail registration form (s) and payment to:**

**Dietary Manager In-Service Training and Staffing, Inc.**

**P.O. Box 333**

**Baton Rouge, Louisiana 70821**

**\*\*Acceptable forms of payment: Corporate checks & Money Orders only**

**\*\*If you have a textbook and only need the exam voucher, you may include the testing fee of \$36.00 with your registration payment and I will purchase your exam voucher for you. You may also purchase it online from NRA at [www.servsafe.com](http://www.servsafe.com). Your textbook with the testing voucher can also be purchased directly from the National Restaurant Association at the listed website. Make sure you select the textbook with either the online testing voucher or the paper/pencil exam voucher depending on the testing option that you selected above.**



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