

DoFoodSafely is a **free, online food-safety training program** provided by the **Department of Health Victoria**, and **supported by Queensland Health**. It's widely accepted across Australia as a simple way for volunteers and community cooks to learn the essentials of preparing food safely. The course is used by the Parish to ensure anyone who prepares or handles food understand the key principles of safe food preparation, including:

- Safe food handling and hygiene
- Preventing cross-contamination
- Correct cooking, cooling, and storage temperatures
- Managing allergens and high-risk foods
- Reducing the risk of foodborne illness

These topics align with Queensland's requirement that **food handlers have appropriate food-safety skills and knowledge** when preparing potentially hazardous foods. **Volunteers will need to complete and pass the online assessment to serve in this ministry.**

Instructions to complete the Course

1. Visit the DoFoodSafely system.

Using a computer, with internet access, access the "Do food safely" online training program provided by Australian State Government and Health using the following link: <http://dofoodsafely.health.vic.gov.au>

2. Complete Training

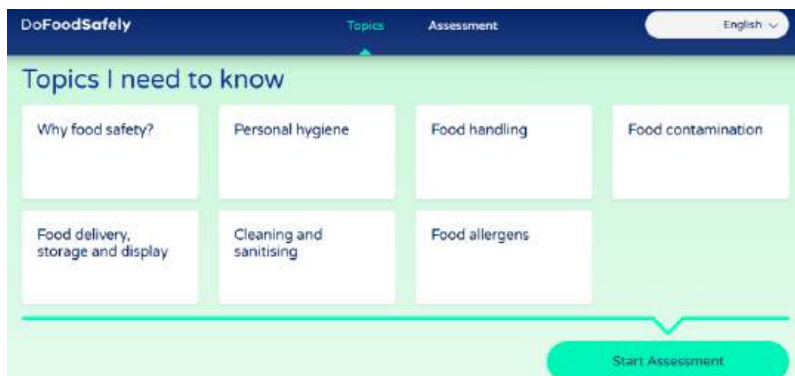
Click on Topics to complete the online training program for each area.

3. Click on Assessment.

When you have completed training on each topic Click on **Start Assessment** and complete participant information then click **Start Assessment** to begin.

4. Complete the Assessment.

There are approx. 30 multiple choice questions in the assessment, you will need to complete it in one session. Click on the correct answer, press the down arrow to move to the next question.



5. Review Answers and Submit and Results

Review your answers to all questions before you submit them for assessment - then submit your answers and you will be given a result. You need to get above 90% to pass.

6. Completion

If you have not achieved the 90% score required to complete this course you will have to complete the assessment again. Reviewing topics in the online training can help you pass this assessment. Once a score of over 90% has been achieved enter the required details (name and Email) and your "DoFoodSafely" Certificate will be emailed to you. You will need to have an email address to receive the certificate. (Ensure name and email address are spelt correctly. Also, please check your inbox is not full and if you have not received your certificate please check it is not in junk mail. Save your Certificate in a safe place as a duplicate certificate cannot be issued.)

8. Submit your "Do Food Safely" Certificate to the Parish.

Email the digital copy of your certificate to caloundra@bne.catholic.net.au and cp.serviceandoutreach@bne.catholic.net.au

DoFoodSafely – Volunteer Study Sheet

1. Food Safety Essentials (Module 1)

- High-risk foods: meat, poultry, dairy, eggs, cooked rice/pasta, seafood.
- Low-risk foods: canned goods, dry foods, whole fruit/veg.
- Keep food protected from contamination at all times.

2. Personal Hygiene (Module 2)

- Wash hands thoroughly and often.
- Wear clean clothing; tie back long hair.
- Cover cuts with waterproof dressings.
- Do not handle food if you are unwell (vomiting, diarrhoea, fever, sore throat, infected wounds).

3. Safe Food Handling (Module 3)

- Keep raw and ready-to-eat foods separate.
- Use separate boards/knives for raw meat.
- Avoid touching food with bare hands where possible.
- Follow the **2-hour/4-hour rule** for food. Do not leave food in the danger zone (5°C – 60°C)

4. Cleaning & Sanitising (Module 4)

- **Cleaning** removes dirt and food particles.
- **Sanitising** kills or reduces harmful bacteria.
- Correct process: **Wash -> Rinse -> Sanitise -> Air dry**
- Keep benches, utensils, and equipment clean and sanitised.

5. Temperature Control (Module 5)

- **Danger Zone:** 5°C – 60°C
- Hot food: **60°C or above** • Cold food: **5°C or below** • Reheat food to **75°C or hotter**
- Use a thermometer to check temperatures.
- Store food quickly after cooking or purchasing.

6. Food Storage (Module 6)

- Store raw meat on the **bottom shelf** to prevent drips.
- Use **FIFO** (First In, First Out) rotation.
- Maintain correct fridge and freezer temperatures.
- Keep food covered and labelled.
- Store chemicals away from food.

7. Allergen Management (Module 7)

- The 10 common allergens: peanuts, tree nuts, milk, eggs, sesame, fish, shellfish, soy, wheat (gluten), lupin
- Prevent cross-contact by cleaning surfaces and utensils thoroughly.
- Never guess ingredients - if unsure, **assume the food contains allergens**. (This is our Parish Policy)
- Food intolerance is different to allergic reaction. Allergic reactions can be life threatening – food intolerances are not
- Always provide accurate ingredient information.

Quick Tips to Pass the DoFoodSafely Assessment

- Choose the answer that keeps food **cold, hot, clean, or separate**.
- Anything in the danger zone is unsafe.
- Cleaning AND sanitising is always the safest option.
- Sick food handlers must not prepare food.
- Raw and ready-to-eat foods must always be kept apart.
- When unsure, choose the option that reduces contamination or temperature risk.