

## Overview

The ACFEF Certificate of Culinary Essentials demonstrates a student's proficiency in industry-standard competencies and aligns with ACF's Certified Fundamental Cook certification. Upon successfully passing the Certificate of Culinary Essentials exam, the student is eligible to attempt the ACF Certified Fundamental Cook® (CFC®) written and practical exams.

## Eligibility

Candidate must supply documentation verifying completion of:

- 30 hours in safety and sanitation, culinary nutrition, introduction to foodservice
- OR
- Three full semesters of education from a secondary or post-secondary culinary program to include in the curriculum: safety and sanitation, culinary nutrition and introduction to foodservice with minimum grade of C or better
- OR
- ACF 300 Hour Training Program

## Exam Outline

The exam is designed to assess the knowledge of the applicant in alignment with the ACF Certified Fundamental Cook® (CFC®) certification. Written by industry recognized subject matter experts, the content of the exam covers safety and sanitation, culinary nutrition, food service industry and food preparation concepts.

The exam consists of 200 questions, with approximately 50 questions in each segment, to be completed within 90 minutes.

Applicant must pass the exam with 75 percent to earn the Certificate of Culinary Essentials.

## Price

ACF members/partners	\$35
Non-members	\$45

## Proctor Requirements

Proctor must be a "disinterested third party" with no direct family relationship to the applicant.

Duties:

- Confirm the applicant's identity by using a photo identification such as a driver's license
- Ensure the applicant does not receive any outside assistance while taking the exam. This includes course materials, help from other persons, prepared notes, and access to other websites. Cell phones must be checked and turned completely off. The student may use a non-programmable calculator.

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- Remain in the presence of the applicant from the time the applicant starts the exam to the time he or she finishes, or until the end of the maximum time allowed for the test, whichever comes first.

## Process:

1. Applicant will verify eligibility by completing form and uploading documents at: <https://www.surveymonkey.com/r/culinaryessentials>
2. Applicant will purchase exam in ACF Online Learning Center – [www.acfchefs.org/LEARN](http://www.acfchefs.org/LEARN)
3. ACF professional development team will release the exam and provide the designated proctor with a PIN number.
4. Proctor will input the PIN when the applicant is ready to test.
5. Applicant has the opportunity to re-test within 30 days should he or she not pass the first time.
6. Upon passing the exam, applicant will earn the ACFEF Certificate of Culinary Essentials, available to print or download from the Learning Center, completed tab, in the ACF Online Learning Center.

## Instructors

If you are a culinary instructor interested in using the exam and certificate for your students, please contact the ACF professional development team at [educate@acfchefs.net](mailto:educate@acfchefs.net) or (800) 624-9458.

## Next steps

Within one year of receipt of this certificate, the applicant can contact the ACF national office for assistance with scheduling their practical and written exam for the ACF Certified Fundamental Cook (CFC) or Certified Fundamental Pastry Cook (CFPC) certification.

## Recommended Reference Materials

- Culinary Review Quiz, ACF Online Learning Center, [www.acfchefs.org/LEARN](http://www.acfchefs.org/LEARN)
- Culinary Nutrition, 30 hour, ACF Online Learning Center, [www.acfchefs.org/LEARN](http://www.acfchefs.org/LEARN)
- Safety and Sanitation, 30 hour, ACF Online Learning Center, [www.acfchefs.org/LEARN](http://www.acfchefs.org/LEARN)
- Introduction to Foodservice, 30 hour, ACF Online Learning Center, [www.acfchefs.org/LEARN](http://www.acfchefs.org/LEARN)
- ACF 300 Hour Training Program, [www.acfchefs.org/LEARN](http://www.acfchefs.org/LEARN)
- Nutrition for Foodservice and Culinary Professionals, 9th edition, Drummond, B. and Breferre, L., John, published by Wiley & Sons, Inc.
- ServSafe Coursebook, 7th edition, National Restaurant Association, published by Prentice Hall.
- On Food & Cooking, Revised Updated Edition, 2004, McGee, H., published by Scribner

## Required Competencies

### Sanitation and Safety

- Identify major contaminants related to foodborne illness.
- Describe microorganisms including requirements for growth and prevention methods.
- Demonstrate acceptable procedures when preparing potentially hazardous foods to include time/temperature principles.
- Demonstrate good personal hygiene and health habits to include handwashing.
- Understand the requirements for proper receiving and storage of both raw and prepared foods.
- Identify the Hazard Analysis Critical Control Point (HAACP) during all food handling processes as a method for minimizing the risk of foodborne illness.
- Review Material Safety Data Sheets (MSDS) and explain their requirements in handling hazardous materials.
- Demonstrate appropriate emergency policies for kitchen and dining room injuries.
- Discuss appropriate measures for insects, rodents and pest control eradication.
- Describe appropriate types and use of fire extinguishers used in the foodservice area.
- Review and apply the laws and rules of the regulatory agencies governing sanitation and safety in a foodservice operation.

### Nutrition

- Identify and discuss dietary guidelines and recommended dietary allowances based on current USDA Food Guideline principles and food groups.
- Describe primary characteristics, functions and major food sources of major nutrients.
- List the primary characteristics, functions and sources of vitamins, water and minerals.
- Interpret food labels in terms of the portion size, ingredients and nutritional value.
- Identify common food allergies and determine appropriate substitutions. (i.e. gluten, sugar, lactose free)
- Evaluate and analyze recipes and menus using dietary guideline recommendations, food guides and food labels.
- Discuss contemporary nutritional issues to include specialty diets, dietary trends, and religious dietary laws (i.e. vegetarianism, heart-healthy menus, food allergies, alternative dieting, vegetarian, etc.)
- Discuss and demonstrate cooking techniques that apply sound nutritional principles and current industry trends.

### Introduction to Food Service

- Define the philosophy of the hospitality industry and its role in providing customer service.
- Trace the growth and development of the hospitality and tourism industry from its birth to its present day. Include names of restaurateurs, chefs, and hospitality entrepreneurs that helped to shape the industry in the past and present day.
- Discuss and evaluate the importance of professional ethics as it applies to the foodservice industry.
- Outline the organization, structure and functional areas in various hospitality organizations as they pertain to the functions of menu planning, purchasing, food production and service, food and beverage controls, management, etc.

- Identify and describe professional organizations associated with the hospitality and foodservice profession, and discuss these organizations role in preparing and advancing ones career in the industry.
- Discuss industry trends as they relate to the various segments of the foodservice and hospitality industry.

## Basic Food Preparation

- Discuss proper kitchen safety including knife care.
- Discuss how to maximize food freshness, quality, safety and sanitation when serving hot foods and cold foods.
- Discuss the principles of heat transfer as they relate to cooking methods including roasting and baking, broiling, smoking, grilling, griddling, sautéing, frying, deep-frying, braising and stewing, poaching and steaming.
- Discuss recipe conversions.
- Explain the factors that affect taste, how we perceive those tastes and what we can do to optimize a combination of seasonings and flavors when preparing and cooking food.
- Evaluating the differences in methods to develop flavor through preparation.
- Define the process for making classical stocks, soups, mother and compound sauces.
- Evaluate and analyze a variety of proteins, vegetables, legumes, grains and starches using moist, dry and combination cooking method.

## Sample Questions:

1. When are strong impressions made in an interaction between a customer and a guest?
  - a. First five seconds
  - b. Halfway into the conversation
  - c. In a follow-up interaction
  - d. After the conversion
2. Who delivers the food from the kitchen to the guests according to the seat designation on the order?
  - a. Servers
  - b. Runners
  - c. Bussers
  - d. Dining room manager
3. What term describes the local and state regulations on serving alcohol?

- a. Liquor shop laws
  - b. Moonshine laws
  - c. Dram shop laws
  - d. Spirit laws
- 
4. Intact whole grains, such as farro, are even better than foods made with whole grain flours, such as whole wheat bread, because they have:
    - a. Less fiber
    - b. Lower glycemic index
    - c. Fewer minerals
    - d. None of the above
  
  5. Which of the following is not considered a nutrient?
    - a. Water
    - b. Lipids
    - c. Minerals
    - d. Fruit
  
  6. What major allergen do miso, natto, shoyu and tempeh contain?
    - a. Soy
    - b. Milk
    - c. Wheat
    - d. Peanuts
  
  7. Which food service areas must be sanitized?
    - a. All those that come in direct contact with food
    - b. All walls, floors and ceilings
    - c. All paper and chemical storerooms
    - d. All receiving areas
  
  8. What is the process called when you adjust the temperature reading of a thermometer based on a known standard?
    - a. Hydrogenation
    - b. Calibration
    - c. Spectra-analysis
    - d. Thermal assurance

9. In pan-frying, or shallow frying, how much fat or oil should be used in the pan in comparison to the size of the foods to be cooked?
  - a. Just enough to coat the bottom of the pan
  - b. One cup measure
  - c. 1 / 2 to 2/3 as deep as the product being cooked
  - d. Enough to completely cover the product
  
10. Cooking a food by radiant heat from above is known as what?
  - a. Boiling
  - b. Broiling
  - c. Braising
  - d. Roasting
  
11. What harmful by-product does the hydrogenation and excessive heating of fats produce?
  - a. Antioxidants
  - b. Free radicals
  - c. Trans fat
  - d. Cholesterol
  
12. How often should tools and equipment be cleaned?
  - a. Every two hours
  - b. Every four hours
  - c. Every six hours
  - d. Every eight hours
  
13. For what reasons are stock pots tall with straight circular sides?
  - a. For better heat transfer and quicker reduction
  - b. For the preservation of aromas and to increase the density of the stock
  - c. To make it easy to remove fat and strain bones
  - d. For natural convection to help clarify the stock and slow the evaporation process
  
14. Which soup is crystal clear with no traces of fat?
  - a. Consommé
  - b. Chowder
  - c. Broth
  - d. Stock based



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## Answer Key

- |      |       |
|------|-------|
| 1. A | 8. B  |
| 2. B | 9. C  |
| 3. C | 10. B |
| 4. B | 11. C |
| 5. D | 12. B |
| 6. A | 13. D |
| 7. A |       |