



## Take 16 CEHs Every Year to Meet Your Recertification Goals

### TIPS...

- **Set your personal educational goals** -- Use that same education for your recertification (e.g., CDM, R.D., B.S. in Education, etc.).
- **Employer sponsored in-service training** – ask your employer for a list of professional development classes you can take. Don't forget HACCP, leadership, computer classes.
- **Chapter** – most meetings include 1-2 hours of continuing education. Also, Chapter Leadership positions are a good way to get involved and earn some credit.
- **ACF Website** – The variety of continuing education keeps growing and don't forget to check for free CEH opportunities.
- **National Culinary Review® Magazine** – print the questions from the continuing education page and then order the exams through Comira. You can earn four (4) CEHs per month for just \$20. You already read the magazine, so why not get credit for it.
- **Refreshers** – Sanitation is required every recertification cycle (e.g., ServSafe® or equivalent counts – no separate course is required). Nutrition and Supervisory Management are only required on the first recertification cycle. Any 8-hour or longer course on these subjects count!
- **Other Professional Development** -- Non-ACF sponsored courses/conferences will be considered, military training, community education, education related to other credentials such as CDM. Also, you can earn hours as a presenter / demonstrator (schools, radio, TV), competitor (ACF, WACS, NICA), serving on ACF Committees or as evaluators / judges, or writing articles.
- **Lifetime Requirements** -- 62 years old; Retired from the Industry; or Disabled -- Submit Lifetime application; no CEHs are required.
- **Documentation** – ACF needs proof of attendance for verification purposes. Keep track of all certificates and letters. Make sure they include the number of hours. If not, keep a copy of the program. Certified Members can use the online tracking program – submit them as you earn them.

### ***Running Out of Time?***

Contact the ACF Certification Team for assistance.

[certify@acfchefs.net](mailto:certify@acfchefs.net) or 800-624-9458 ext. 505