

Virtual (Zoom Platform)
June 24 – 28, 2024
10:00 am – 2:00 pm U.S. Central Time Daily

This Lead Instructor course agenda is covered in **five days** with short breaks.
You must be present for the **entire** course in order for you to receive your Lead Instructor certificate.
Late arrival and/or early departure will prevent issuance of certificate.

Day 1	
10:00 AM – 2:00 PM	Attendance
	Welcome, Introductions & FSPCA Preventive Controls for Animal Food Instructor Materials Overview
	Preface: Introduction to Course
	Chapter 1: Introduction to Course and Preventive Controls & Explain Exercise ¹
	Chapter 2: Current Good Manufacturing Practices & Explain Exercise
	Questions / Expectations for Day 2
Adjourn	
Day 2	
10:00 AM – 2:00 PM	Questions from previous day
	Chapter 3: Animal Food Safety Hazards & Explain Exercise
	Chapter 4: Overview of the Food Safety Plan & Explain Exercise
	Chapter 5: Hazard Analysis and Preventive Controls Determination & Explain Exercise
	Chapter 6: Required Preventive Controls Management Components & Explain Exercise
	Chapter 7: Process Preventive Controls & Explain Exercise
Questions / Expectations for Day 3	
Adjourn	
Day 3	
10:00 AM – 2:00 PM	Questions from Previous Day
	Chapter 8: Sanitation Preventive Controls & Explain Exercise
	Chapter 9: Supply-Chain-Applied Controls & Explain Exercise
	Chapter 10: Recall Plan & Explain Exercise
	Assign Chapters for Practicum "Teach Back" ²
	Questions (teach backs) / Expectations for Day 4
Adjourn	

¹ All exercises focus on review of the Exercise Objective and how Instructors can use adult learning concepts to adapt exercises to facilitate learning. **Trainer of Trainers (ToTs) will just explain how to administer the exercise NOT actually conduct exercise.**

² On Day 5 there is a Practicum "teach back" where each person will be asked to present a few slides from the curriculum (in English) to demonstrate their instructor skills and understanding of the FSPCA training materials. **Failure to demonstrate instructor skills and an understanding of FSPCA training materials through participation in exercises, questions asked, and teach back observations may result in you not receiving your Lead Instructor certificate. Remediation fees may apply.**

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Day 4	
10:00 AM – 2:00 PM	Questions from Previous Day/Teach Back
	Course Delivery & Administration
	LI Candidates Prepare for “Teach Back” (Practice in Breakout Rooms)
	Questions / Expectations for Day 5
Adjourn	
Day 5	
10:00 AM – 2:00 PM	Questions from Previous Day
	Course Wrap-up and Next Steps
	Exercise: Practicum “Teach Back”
	Individual Feedback Sessions / Simultaneous Q&A Session with LI Candidates
	Online Course Evaluation & Final Questions
Adjourn	