



CERTIFIED CORRECTIONAL FOOD SYSTEMS MANAGER POINT UPDATE FORM

Please Print or Type

Name & Agency: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Fax: _____ E-mail: _____

Type of Activity	Date	Location	Sponsor	Title (For Published Activities or Speeches)	Points Earned
1.					
2.					
3.					
4.					
5.					
6.					
7.					

Please see maintenance points on the backside of the form. This form must be completed and returned to the CFSM Program Administrator along with proof of attendance, if applicable (i.e., certificate, brochure, etc.) ONLY THIS FORM IS ACCEPTABLE FOR NEW ACTIVITIES.

**Return to: ACFSA
210 N. Glenoaks Blvd. Ste. C
Burbank, CA 91502
Attn: CFSM Certification**

Signature: _____ Date Submitted: _____

CFSM – Maintenance Points

CFSM maintenance insures that you remain active in the industry by logging your continuing activity in the industry.

Maintenance period. The maintenance period runs from August 1st of the first year you receive your CFSM designation to July 31st of year 2.

Maintenance Forms. Each CFSM is responsible for submitting his/her own maintenance. When you were certified, you were provided update forms; if you require more, you can request them from the ACFSA Executive Office.

With the forms, you must submit back-up materials showing proof that you actually did participate in the activity, such as copies of badges from shows, agendas of seminars, copies of articles you have written, etc. You may submit your forms throughout your maintenance period or all at once at the end of the period – whichever works best for you. Your forms will be acknowledged in writing.

Maintenance Fee. You will receive an invoice for \$35 at the end of your 2-year maintenance period, at which time the maintenance forms will be due.

If warranted, a letter advising you that you are about to become inactive, and a letter of final suspension will be sent to you, if you fail to submit your maintenance forms and/or fee on a timely basis. Be advised that those who are inactive can no longer use the CFSM designation.

Maintenance Point Guide.

Education. You can earn points if you achieve additional educational status. Point allotment is as follows:

<i>Activity</i>	<i>Points</i>
1. For each CEU credit earned	1 point
2. For continuing education courses	Based on level of education

Industry Service.

<i>Activity</i>	<i>Points</i>
1. Continuing membership in the ACFSA	1 point per year
2. Serves as an ACFSA Officer (National, Chapter, State Representative)	5 points
3. Served as an ACFSA Conference Chair or Co-Chair	5 points
4. Served as ACFSA Committee Chair or member (other than Conference)	3 points
5. Article published in Insider trade magazine or other Professional journal	3 points
6. Scheduled speaker on industry topics	3 points

Industry related activities

1. Attendance at ACFSA International Conference	5 points
2. Attendance at ACFSA Chapter meetings	2 points
3. Attendance at other industry meetings	2 points
4. Acting as a Preceptor to a new CFSM Student	5 points
5. Receiving industry honors	Maximum 4 points