



CERTIFIED FOOD SERVICE MANAGER ("CFSM") - FACT SHEET

Montgomery County Code 15-8(b)(2) states a license must not operate a food service facility unless the facility is under the immediate control of a Certified Food Service Manager.

As a CFSM applicant, how do I obtain a Montgomery County CFSM License?

1. Applicant must successfully complete an approved Food Service Manager's course.
2. Complete the Certified Food Service Manager License Application. A Montgomery County CFSM Photo identification card is valid for a maximum of five (5) years from the initial completion date of the approved course.
3. Submit application to the Department of Health and Human Services, Licensure and Regulatory Services office: at 2425 Reedie Drive, 9th Floor Wheaton, MD 20902. Monday through Friday, 8:00 a.m. to 12:00 p.m.
4. Pay \$50 CFSM fee. Payments made by Master Card, Visa, Money Order, or Check, made payable to "Montgomery County Government". NO CASH payments accepted.

REQUIRED CFSM DOCUMENTS*

To receive a Montgomery County CFSM Photo ID, you must have or complete the following:

NEW CERTIFICATION
Provide "Original certificate verifying that you passed an approved ANSI course: https://anabpd.ansi.org/Accreditation/credentialing/personnel-certification/food-protection-manager/ALLdirectoryListing?menuID=8&prgID=8&statusID=4
Provide government issued photo identification.
Complete an application and apply in person.
RENEW CERTIFICATION
Provide "Original" certificate verifying you passed an approved re-certification/ANSI course: https://anabpd.ansi.org/Accreditation/credentialing/personnel-certification/food-protection-manager/ALLdirectoryListing?menuID=8&prgID=8&statusID=4
Provide government issued photo identification.
Complete an application and apply in person.
OR
Provide proof of completing an approved self-inspection/in-house training program.
Provide your current Montgomery County CFSM card, or government-issued photo identification card.
Complete an application and apply in person.
"TRANSFER" CERTIFICATION FROM D.C OR OTHER "MARYLAND" COUNTIES
Provide your current CFSM card;
Provide government-issued photo identification;
Complete application and apply in person.
OR
Cards issued by other jurisdictions will be considered for transfer on a case-by-case basis.
Complete application and apply in person.