Apply for your LDH Food Safety Manager Certificate On-Line

Before you begin:

Gather the documents/information listed below before starting. The site will close if there is a delay in completing the questionnaire. You will have to start over from the beginning. Compatible browsers include: Google Chrome, Microsoft Edge, and Safari.

- Current Food Safety Manager Certificate from approved Providing Testing Authority
- The LDH Permit number for the establishment to which you are linking the certificate
- The Name of the Permitted Establishment
- The Name of the Company the instructor/proctor works for (who you paid for testing)
- Name of the Instructor or Proctor that supervised your testing
- Test Date
- JPG, DOC, or PDF of the Food Safety Manager Certificate for the applicant (you will attach it to this on-line application). Acceptable Food Safety Manager Certificates: ServSafe, National Registry for Food Safety Professionals, Prometric, 360 Training (Learn2Serve), State Food Safety, and Always Food Safe.
- Visa, Master Card or Discover Credit card number, expiration date, and Security Code

Go to this site:

https://appengine.egov.com/apps/la/LDHOPH/FoodSafetyCertification

Completing your application:

- **Select Type of Certificate**
  - New--if this is the first time applying or if you have recently retested and need a current certificate based on this Food Manager Certificate
  - Duplicate—if your LDH issued Food Safety Manager Certificate was lost or damaged; no new training taken
- **Required information:**
  - **Applicant first and last name**
  - **Mailing address**-include street address, office, suite or apartment number. The LDH Food Safety Manager Certificate will be mailed to this address.
  - **City, State and Zip Code**
  - **Phone Number**—to allow contact if there are questions about the application
  - **Email Address** – to allow contact if there are questions about the application
  - **Payment Information** – use information gathered above

- If you have questions, please call 225-342-7773.
- Allow 5-10 days for processing and receipt of certificate.
- Check the provided email for confirmation of submission. Submission of application does not guarantee issuance of LDH Food Safety Manager Certificate. All submissions go through a validation process. You will receive credit for the certificate fee on your charge card and notification by email if the application is not processed.
- There is a max handling and processing fee of $3.19 per application (non-refundable).