

# 2026 Person in Charge Certification Course Schedule (*Free*)

Licking County Health Department is an approved provider in Ohio to administer person-in-charge certification (PIC) courses. Upon successfully completing one of our person-in-charge certification courses, each participant will receive a person-in-charge certification. The Ohio Uniform Food Safety Code requires at least one employee to possess person-in-charge certification for each shift in risk level I, II, III, and IV food service operations and retail food establishments initially licensed after March 1, 2010.

## PIC COURSE DATES

March 10<sup>th</sup>, 2026

June 9<sup>th</sup>, 2026

September 8<sup>th</sup>, 2026

December 8<sup>th</sup>, 2026

**\* Courses will be held from 5:30 PM – 8:00 PM**

## COURSE LOCATION

Licking County Health Department  
3<sup>rd</sup> Floor Conference Room  
675 Price Road  
Newark, Ohio 43055

## PIC COURSE REGISTRATION (FREE)

There is no fee to register for our person-in-charge certification courses, however, you are still required to register all participants with our Environmental Health Office. You can register for this course by calling 740-349-6475 or emailing [environmental@lickingcohealth.org](mailto:environmental@lickingcohealth.org). You will need to provide us the course participant name, phone number, email address, and the course date.

## COURSE DETAILS

These courses will be held at Licking County Health Department (675 Price Road, Newark, OH, 43055) in the 3<sup>rd</sup> Floor Conference Room. The courses will start at 5:30 PM and end around 8:00 PM. Enter the building at our south-facing entrance and walk up the stairs to our front office. A front office clerk will direct you to the 3<sup>rd</sup> Floor Conference Room.

Please direct any questions regarding upcoming food safety courses to our Food Safety Program by calling 740-349-6475 or emailing us at [environmental@lickingcohealth.org](mailto:environmental@lickingcohealth.org). Additional information can also be found on our website: [lickingcohealth.org/env/food.html](http://lickingcohealth.org/env/food.html).

