

# DIET-1802: SPECIAL TOPICS IN DIETARY MANAGEMENT

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## Cuyahoga Community College

### Viewing: DIET-1802 : Special Topics in Dietary Management

#### Academic Term:

Spring 2021

#### Subject Code

DIET - Dietetic Technology

#### Course Number:

1802

#### Title:

Special Topics in Dietary Management

#### Catalog Description:

Capstone course for students completing didactic coursework in Dietary Manager Certificate course sequence. Pathway III(b): for graduates of the classroom and online instructional portion of an ANFP-approved foodservice manager training program, who also have two years of full-time non-commercial foodservice management work experience.\*\* Candidates must submit a copy of a certificate of course completion, their name must appear on the official graduate listing that is sent to ANFP by the college/school and they must submit employment verification with exam application.

#### Credit Hour(s):

1

#### Lecture Hour(s):

1

## Requisites

#### Prerequisite and Corequisite

Completion of Dietary Manager Program Sequence and Required and Validated Onsite work experience

## Outcomes

#### Course Outcome(s):

Document nutrition information in the medical record.

#### Essential Learning Outcome Mapping:

Not Applicable: No Essential Learning Outcomes mapped. This course does not require application-level assignments that demonstrate mastery in any of the Essential Learning Outcomes.

#### Objective(s):

1. Chart in medical record, entering data using a computer or other technology.
2. Use appropriate nutrition information in documentation.

#### Course Outcome(s):

Manage special nourishments and supplemental feedings.

#### Essential Learning Outcome Mapping:

Not Applicable: No Essential Learning Outcomes mapped. This course does not require application-level assignments that demonstrate mastery in any of the Essential Learning Outcomes.

#### Objective(s):

1. Identify clients who need nourishments or supplemental feedings and identify appropriate supplemental products.
2. Monitor delivery of nourishments and supplements and audit acceptance of these products.

#### Course Outcome(s):

Monitor meal service.

**Essential Learning Outcome Mapping:**

Not Applicable: No Essential Learning Outcomes mapped. This course does not require application-level assignments that demonstrate mastery in any of the Essential Learning Outcomes.

**Objective(s):**

1. Implement continuous quality improvement procedures for the Food service Department.
  2. Modify standard menus.
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**Course Outcome(s):**

Develop personnel needs and job functions.

**Essential Learning Outcome Mapping:**

Not Applicable: No Essential Learning Outcomes mapped. This course does not require application-level assignments that demonstrate mastery in any of the Essential Learning Outcomes.

**Objective(s):**

1. Conduct personnel needs and task analysis, writing job descriptions and detailed job specifications.
  2. Assist in development of advertising for positions and update departmental organizational chart.
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**Course Outcome(s):**

Interview, select, and orient employees

**Essential Learning Outcome Mapping:**

Not Applicable: No Essential Learning Outcomes mapped. This course does not require application-level assignments that demonstrate mastery in any of the Essential Learning Outcomes.

**Objective(s):**

1. Complying with fair employment law, develop interview procedures and describe department procedures and policies to applicants.
  2. Decide on applicants, document selection procedures and policies, and orient new employees to facility procedures.
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**Course Outcome(s):**

Provide ongoing education for employees.

**Essential Learning Outcome Mapping:**

Not Applicable: No Essential Learning Outcomes mapped. This course does not require application-level assignments that demonstrate mastery in any of the Essential Learning Outcomes.

**Objective(s):**

1. Provide initial training and orientation for new employees, including follow up after orientation.
  2. Provide in-service training for: HIPAA guidelines, personal hygiene, infection control, hospitality and customer service, physical safety, professional and ethical expectations, nutrition issues, crisis management, and other issues. Document completion of training and orientation.
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**Course Outcome(s):**

Develop and maintain employee time schedules and assignments.

**Essential Learning Outcome Mapping:**

Not Applicable: No Essential Learning Outcomes mapped. This course does not require application-level assignments that demonstrate mastery in any of the Essential Learning Outcomes.

**Objective(s):**

1. Identify staffing needs by calculating full time equivalents. Identify daily tasks, determining capabilities and preferences of available employees.
  2. Prepare a time schedule, maintain time records, track attendance in personnel files. Develop a work assignment chart and coordinate work assignments.
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**Course Outcome(s):**

Manage goals and priorities for department.

**Essential Learning Outcome Mapping:**

Not Applicable: No Essential Learning Outcomes mapped. This course does not require application-level assignments that demonstrate mastery in any of the Essential Learning Outcomes.

**Objective(s):**

1. Develop short and long term goals for the department. Participate in developing policies and procedures for the department personnel.
2. Identify expectations to establish priorities. Compare department goals against resources available.

**Course Outcome(s):**

Manage department personnel.

**Essential Learning Outcome Mapping:**

Not Applicable: No Essential Learning Outcomes mapped. This course does not require application-level assignments that demonstrate mastery in any of the Essential Learning Outcomes.

**Objective(s):**

1. Maintain personnel records, utilizing personnel management laws and practices, including union contracts. Identify criteria for promotion and termination, compile documentation; conduct performance evaluations.
2. Recommend salary and wage adjustments. Follow disciplinary procedures to correct a problem. Ensure employees' compliance with procedures and policies.

**Course Outcome(s):**

Manage professional communications.

**Essential Learning Outcome Mapping:**

Not Applicable: No Essential Learning Outcomes mapped. This course does not require application-level assignments that demonstrate mastery in any of the Essential Learning Outcomes.

**Objective(s):**

1. Participate in regulatory agency surveys. (Identify regulatory standards, develop appropriate plan of correction, demonstrate professional interaction with surveyors, and use regulatory agencies as professional resources).
2. Participate and manage meetings internally and outside the department.
3. Communicate client information within interdepartmental health professionals, maintaining confidentiality. Participate in client care conferences.

**Course Outcome(s):**

Implement required changes in food service department.

**Essential Learning Outcome Mapping:**

Not Applicable: No Essential Learning Outcomes mapped. This course does not require application-level assignments that demonstrate mastery in any of the Essential Learning Outcomes.

**Objective(s):**

1. Implement the plan of action.
2. Identify existing problems and needs and prepare justification for the change.

**Course Outcome(s):**

Apply nutrition data.

**Essential Learning Outcome Mapping:**

Not Applicable: No Essential Learning Outcomes mapped. This course does not require application-level assignments that demonstrate mastery in any of the Essential Learning Outcomes.

**Objective(s):**

1. Modify diet plans, by developing menus, Implementing nutrition plan into meals services, meeting client's nutritional needs, food habits, medical condition, and racial, cultural and religious needs.
2. Develop menus allowing implementation of the nutrition plan that respect client needs and food habits.
3. Use nutrition analysis data to modify menus for Nutrient content (calories, carbohydrates, fats, proteins, vitamins and minerals) as well as fiber content, texture and feeding needs.

**Course Outcome(s):**

Manage and monitor safety and sanitation.

**Essential Learning Outcome Mapping:**

Not Applicable: No Essential Learning Outcomes mapped. This course does not require application-level assignments that demonstrate mastery in any of the Essential Learning Outcomes.

**Objective(s):**

1. Manage personnel to ensure compliance with safety and sanitation regulations.
  2. Manage purchasing, receiving, storage, and distribution of food and supplies following established sanitation and quality standards.
  3. Protect food in all phases of preparation using HACCP guidelines.
  4. Manage physical facilities to ensure compliance with safety and sanitation guidelines.
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**Course Outcome(s):**

Manage and monitor business operations.

**Essential Learning Outcome Mapping:**

Not Applicable: No Essential Learning Outcomes mapped. This course does not require application-level assignments that demonstrate mastery in any of the Essential Learning Outcomes.

**Objective(s):**

1. Manage a budget.
  2. Prepare specifications for capital purchases.
  3. Plan and budget for improvements in the department design and layout.
  4. Assist in the purchasing process.
  5. Manage revenue generating services.
  6. Implement cost effective procedures.
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**Course Outcome(s):**

Provide nutrition education.

**Essential Learning Outcome Mapping:**

Not Applicable: No Essential Learning Outcomes mapped. This course does not require application-level assignments that demonstrate mastery in any of the Essential Learning Outcomes.

**Objective(s):**

1. Evaluate and adapt teaching to client readiness and ability to learn.
  2. Assist clients with food selection by reviewing dietary requirements of client, determining client's knowledge and needs, and suggest acceptable food substitutes based on client preferences; verifying availability and facility practices.
  3. Use nutrition education materials to develop a plan for nutrition education, selecting and utilizing educational resource materials and equipment in teaching.
  4. Use nutrition education materials to develop a plan for nutrition education, selecting and utilizing educational resource materials and equipment in teaching.
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**Course Outcome(s):**

Manage standardized recipes.

**Essential Learning Outcome Mapping:**

Not Applicable: No Essential Learning Outcomes mapped. This course does not require application-level assignments that demonstrate mastery in any of the Essential Learning Outcomes.

**Objective(s):**

1. Identify food elements of a standardized recipe. Compute proper portions using appropriate food charts/references.
  2. Develop proper cooking procedures, including HACCP guidelines. Calculate cost and nutrition content of standardized recipe.
  3. Evaluate client acceptance of new recipes.
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**Course Outcome(s):**

Specify standards and procedures for preparing food.

**Essential Learning Outcome Mapping:**

Not Applicable: No Essential Learning Outcomes mapped. This course does not require application-level assignments that demonstrate mastery in any of the Essential Learning Outcomes.

**Objective(s):**

1. Develop food quality control standards, (e.g., appearance, temperature, acceptance) and implement procedures to monitor food production.
2. Develop procedures for monitoring food waste control.

**Course Outcome(s):**

Supervise the production and distribution of food.

**Essential Learning Outcome Mapping:**

Not Applicable: No Essential Learning Outcomes mapped. This course does not require application-level assignments that demonstrate mastery in any of the Essential Learning Outcomes.

**Objective(s):**

1. Define procedures for type of food service. Monitor adherence to delivery schedules and procedures and Keep records for monitoring and accountability.
2. Calculate efficiency (time, cost) of food service system and define schedules for food service production. Define production needs for special event food preparation.
3. Calculate menus, recipes, diet census, tally sheets, and cafeteria needs to develop requisitions.

**Course Outcome(s):**

Implement physician's orders.

**Essential Learning Outcome Mapping:**

Not Applicable: No Essential Learning Outcomes mapped. This course does not require application-level assignments that demonstrate mastery in any of the Essential Learning Outcomes.

**Objective(s):**

1. Provide needed diets: include client input on diet prescribed by physician, recognize appropriateness of diet order for diagnosis and explain importance of adhering to physician diet orders.
2. Recognize medical and nutrition terminology.

**Course Outcome(s):**

Apply standards nutrition care procedures.

**Essential Learning Outcome Mapping:**

Not Applicable: No Essential Learning Outcomes mapped. This course does not require application-level assignments that demonstrate mastery in any of the Essential Learning Outcomes.

**Objective(s):**

1. Review client's nutrition needs, based on guidelines provided and assess nutrition content of foods.
2. Identify sources (Registered Dietitian) to consult to assist in implementing nutrition care plans.

**Course Outcome(s):**

Review effectiveness of nutrition care.

**Essential Learning Outcome Mapping:**

Not Applicable: No Essential Learning Outcomes mapped. This course does not require application-level assignments that demonstrate mastery in any of the Essential Learning Outcomes.

**Objective(s):**

1. Identify effectiveness of the nutrition care plan.
2. Evaluate care plans for individual needs.

**Methods of Evaluation:**

1. Written evaluations
2. Assignments
3. Weekly logs
4. Presentation
5. Curriculum completion
6. Completion of required hours as validated by facility administrator at CMS facility

**Course Content Outline:**

1. Nutrition
  - a. Gather nutrition data
    - i. Document nutrition information in the medical records
    - ii. Interview for nutrition related information
    - iii. Obtain routine nutrition screening data
    - iv. Identify nutrition problems and client rights
  - b. Apply nutrition data
    - i. Modify diet plans
    - ii. Implement physician's dietary orders
    - iii. Apply standard nutrition care procedures
    - iv. Review effectiveness of nutrition care
    - v. Manage special nourishments and supplemental feedings
  - c. Provide nutrition education
    - i. Assist clients with food selection
    - ii. Use nutrition education materials
    - iii. Adapt teaching to client's educational needs
2. Foodservice
  - a. Manage standardized recipes
  - b. Specify standards and procedures for preparing food
  - c. Supervise the production and distribution of food
  - d. Monitor meal service
  - e. Implement continuous quality improvement procedures for food service department
  - f. Modify standard menus
3. Personnel and communications
  - a. Define personnel needs and job functions
  - b. Interview, select, and orient employees
  - c. Provide ongoing education
  - d. Develop and maintain employee time schedules and assignments
  - e. Manage goals and priorities for department
  - f. Manage department personnel
  - g. Manage professional communications
  - h. Implement required changes in food service department
4. Sanitation and safety
  - a. Manage personnel to ensure compliance with safety and sanitation regulations
  - b. Manage purchasing, receiving, storage, and distribution of food and supplies following established sanitation and quality standards
  - c. Protect food in all phases of preparation using HACCP guidelines
  - d. Manage physical facilities to ensure compliance with safety and sanitation guidelines
5. Business operations
  - a. Manage a budget
  - b. Prepare specifications for capital purchases
  - c. Plan and budget for improvements in the department design and layout
  - d. Assist in the purchasing process
  - e. Manage revenue generating services
  - f. Implement cost effective procedures

**Resources Other**

Foodservice Management by Design, 3rd Edition, Legvold and Salisbury, 2020.

ISBN:978-0-578-78561-5

Nutrition Fundamentals and Medical Nutrition Therapy, 3rd Edition, Zikmund, 2020.

**ISBN:**978-0-578-78016-0

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