

DIET-1940: DIETARY MANAGERS FIELD EXPERIENCE

Cuyahoga Community College

Viewing: DIET-1940 : Dietary Managers Field Experience

Board of Trustees:

2018-06-28

Academic Term:

Fall 2019

Subject Code

DIET - Dietetic Technology

Course Number:

1940

Title:

Dietary Managers Field Experience

Catalog Description:

Supervised work experience. Twelve clock hours per week gaining practical hands-on-work experience supervising a food service department and conducting initial nutritional assessments on patients. Program manager and/or dietetic technology instructor must approve the student work experience sites. Student spends a minimum of 50 hours under the direct supervision of a registered dietitian. Recommended for healthcare food and nutrition personnel.

Credit Hour(s):

1

Other Hour(s):

12

Other Hour Details:

Field Experience: 12 clock hours per week

Requisites

Prerequisite and Corequisite

DIET-1331 Fundamentals of Food production or concurrent enrollment; and departmental approval: worksite approval: Food service in Hospital, Long Term Care or health care facility, with approval from Registered Dietitian and Administrator at site. The site must be approved by the Program Manager.

Outcomes

Course Outcome(s):

Document nutrition information in the medical record.

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.

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.

Objective(s):

1. Implement continuous quality improvement procedures for the Food service Department.
 2. Modify standard menus.
-

Course Outcome(s):

Develop personnel needs and job functions.

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.
-

Course Outcome(s):

Interview, select, and orient employees.

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.
-

Course Outcome(s):

Provide ongoing education for employees.

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.
-

Course Outcome(s):

Develop and maintain employee time schedules and assignments.

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.
-

Course Outcome(s):

Manage goals and priorities for department.

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.

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.

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.

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.

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.

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.

Course Outcome(s):

Manage and monitor business operations.

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.

Course Outcome(s):

Provide nutrition education.

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.

Course Outcome(s):

Manage standardized recipes.

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.
-

Course Outcome(s):

Specify standards and procedures for preparing food.

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.

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.

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.

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.

Objective(s):

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

Methods of Evaluation:

1. Written evaluations completed by work supervisor
2. Assignments
3. Weekly logs
4. Presentation
5. Curriculum completion
6. Completion of required hours

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

Payne-Palacio, Theis. *Foodservice Management Principles and Practices*. 13th Edition. Boston, Pearson Education, Inc., 2016.

Gregoire. *Foodservice Organizations A Managerial and Systems Approach*. 9th edition. Boston, Pearson Education, Inc., 2017.

Legvold and Salisbury. *Foodservice Management-By Design*. 7th. St. Charles, Association of Nutrition and Foodservice Professionals., 2015.

Zikmund. *Nutrition Fundamentals and Medical Nutrition Therapy*. 7th. St. Charles, Association of Nutrition and Foodservice Professionals, 2015.

Academy of Nutrition and Dietetics. *Nutrition Care Manual*. {ts '2017-12-28 00:00:00'}.

"Nutrition and Foodservice Edge" 2017-12-31 22:00:00.0.

Top of page
Key: 1377