

# Dietetic Internship

## Food Service Rotation Requirements

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### LENGTH

Interns must secure one FSM facility for a 5-week continuous rotation

The FSM rotation runs in April/May or November/December of each year. Intern schedules vary depending on track/ master's course schedule. Interns will communicate the rotation dates to the preceptor at the time of rotation request. Specific rotation dates can be found on the DI Calendar on the CCC DI website.

### TYPICAL SCHEDULES

The intern is expected to complete 32-40 hours per week at the supervised practice site. The intern will complete any onsite experiences with a schedule determined by the preceptor. It is possible that some rotations and facilities will require early morning, late evening, and potential weekend shifts. The preceptor should provide adequate notice regarding expectations for the schedule.

Interns will have a weekly mandatory evening class with the program. Schedules will be communicated in advance.

### FACILITY

The FSM rotation should expose the intern to multiple aspects of food service management [Refer to Learning Requirements below].

#### Examples of facilities appropriate to the FSM rotation include:

- Hospital
- Long-Term Care Facility
- School Nutrition Services Program
- K-12 School District
- University Dining Service
- Commercial Food Service Operation
- Corporate Food Service Operation

### PRECEPTOR

The preceptor for this rotation should be the Food Service Director or a manager with a minimum of 1 year of experience in that position. The preceptor is *not* required to be a Registered Dietitian.

### LEARNING REQUIREMENTS

The rotation should progress from basic to more complex activities. By the end of the rotation, interns should function at entry-level competence with minimal supervision. The FSM facility or facilities must be able to provide access to all activities below:

- Review the facility's policy and procedure manual.
- Assist in the development and revision of facility policies and procedures as needed.
- Discuss with preceptor the menu type and its modification to accommodate therapeutic diets.
- Observe, participate in, and oversee both hot and cold production.
- Participate in catering event planning and implementation.
- Monitor production schedules and tray line; conduct tray audits.
- Conduct inventory of food and supplies.
- Order food and supplies.
- Review with preceptor operational and capital budgets and monthly reports.
- Discuss with preceptor budget allocation for patient/client/customer meals and food cost.
- Observe and discuss with preceptor scheduling process and its impact on the labor budget; develop work schedule.
- Discuss with preceptor the hiring (applications, interviews, orientation, and training) and performance appraisal processes.
- Participate in management activities as a member of the management team.
- Conduct safety, food safety, and "green" audits and implement QI processes (including employee in-service) to correct identified deficiencies.
- Justify capital expenditures that provide return in the form of enhanced production or reduced operating costs.
- Apply management skills to a diverse array of scenarios.
- Analyze menus with respect to the needs of the population being served.

## **MARKETING PROJECT**

Interns are required to develop & implement a business plan for a program, product, or service or they can significantly enhance a current program for the facility that the preceptor believes would be beneficial. This project must be centered around food. This can be a one-time event/project or an ongoing service.

## **PSD WEEKS**

Professional skill development weeks are built into the rotation schedule at the end of each rotation. Students will engage in Professional Development activities with Cedar Crest College but will also spend time at their sites. Please be aware that their schedules may vary during these weeks. The interns will communicate their schedules to the preceptors well in advance of professional development weeks.

## **PRECEPTOR TRAINING**

The DI program will provide virtual preceptor training for all incoming and returning preceptors prior to the start of each rotation. Meeting links will be emailed to all preceptors prior to the rotation start.

