



## **Dietetic Internship *Food Service Management* Description**

**Please review and save this document and attest on the preceptor commitment form that the intern will be able to experience 90% of these activities/process/disease states.**

### ***Dietetic Intern Learning Experiences***

- ✓ Review site policy and procedure manual. Assist in the development and revision of facility policies and procedures.
- ✓ 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 trayline; 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.
- ✓ Engage in marketing/business development activities that merge traditional marketing with considerations of nutrition, health, wellness, and food safety.
- ✓ 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.
- ✓ Perform staff relief and/or complete tasks independently, as appropriate for the site, at end of rotation.