

# FOODSERVICE

September 2017 - January 2018



**THE**  
*Community's*  
**College**

## PREPARATORY

### Sanitation/SERVSAFE

This class provides foodservice managers with basic sanitation principles, ways to apply them in practical situations, and methods for training and motivating employees to follow good sanitation practices. An approved SERVSAFE Course. Successful completion of this class will fulfill the demonstration of knowledge requirement under the new Iowa Food Code. This class fulfills the sanitation requirement for chef certification by the American Culinary Federation, Healthcare Facility Foodservice Supervisors and Illinois Food Service Sanitation certification And the School Nutrition Association (SNA). Cost: \$99 (Plus required exam \$49)

**6 Wks. Wed., September 13 – October 18, 2017** 6:15 – 8:15 p.m.  
 #185776 XFSFS-1003-SGR01 Inst. Bonnie Moeller, RD, LD  
**West Davenport Center**, 2950 N. Fairmount Drive, Davenport, IA

**2 Wks. Mondays, September 18 & 25, 2017** 8:30 a.m. – 3:30 p.m.  
 #188398 XFSFS-1003-SGR04 Inst. Bonnie Moeller, RD, LD  
**Scott Community College Urban Center**, 306 West River Drive, Davenport, IA

**2 Wks. Mondays, November 6 & 13, 2017** 8:30 a.m. – 3:30 p.m.  
 #188431 XFSFS-1003-SGR04 Inst. Bonnie Moeller, RD, LD  
**Scott Community College Urban Center**, 306 West River Drive, Davenport, IA

**2 Wks. Mondays, January 22 & 29, 2018** 8:30 a.m. – 3:30 p.m.  
 #188432 XFSFS-1003-SGR05 Inst. Bonnie Moeller, RD, LD  
**Scott Community College Urban Center**, 306 West River Drive, Davenport, IA

### Food Preparation Principles

This class covers principles and development of techniques as they apply to preparation of each food group and criteria for evaluation of product quality. This class provides 12 hours of the 90 hour education requirement for Healthcare Facility Foodservice Supervisors. Cost: \$99 (Plus required text \$44)

**6 Wks. Wednesdays, September 13 – October 18, 2017** 3:30 – 6 p.m.  
 #185773 XFSFS 1010 SGR01 Inst. Bonnie Moeller, RD, LD  
**West Davenport Center**, 2950 N. Fairmont Drive, Davenport, IA

### Food Preparation/Production Laboratory

This class introduces basic quantity food preparation practices and demonstrates the use of food production schedules, standardized recipes and portion control. You will also evaluate food preparation and meal service. The first two classes will meet from 6:15–8:15 p.m. and the remaining five will be held at various facilities and the time will vary depending on meal service. Prerequisite: Food Preparation Principles or Director's consent. Cost: \$99 (Plus required text \$44)

**7 Wks. Wednesdays, November 1 – December 20, 2017** 4:15 – 6:15 p.m.  
 #185774 XFSFS-1020-SGR01 Inst. Bonnie Moeller, RD, LD  
**West Davenport Center**, 2950 N. Fairmount Street, Davenport, IA

**If you have a friend who just wants to take a fun cooking class,  
 have them check out our many Continuing Education classes at [www.eicc.edu/cooking](http://www.eicc.edu/cooking)**

**Foodservice Safety**

Safety concerns in foodservice as well as relevant laws and regulations will be discussed. Procedures for maintaining safe and clean equipment will be included. This course provides two hours of the 90-hour education requirement for Healthcare Facility Foodservice Supervisors. Continuing education has been applied for School Nutrition Association. Cost: \$39

**4 Wks. Wednesdays, January 17 – February 7, 2018**

#186007 XFSFS 1005 SGR01

6:15 – 8:15 p.m.

Inst. Bonnie Moeller, RD, LD

**West Davenport Center**, 2950 N. Fairmount Street, Davenport, IA

**Preparation of Service and Modified Diets**

This course includes an assessment of special diets using the simplified diet manual, a review of food exchanges and suggestions for making these diets appetizing. This course provides 12-hours of the 90-hour education requirement for Healthcare Facility Foodservice Supervisors. Cost: \$99 (Plus required text \$75)

**7 Wks. Wednesdays, January 17 – February 28, 2018**

#186008 XFSFS-1030-SGR01

3:30 – 6 p.m.

Inst. Bonnie Moeller, RD, LD

**West Davenport Center**, 2950 N. Fairmount Street, Davenport, IA

**CONTINUING EDUCATION****Sanitation/SERVSAFE Refresher**

This course is a nationally recognized food sanitation certification training program developed by the National Restaurant Association Educational Foundation (NRAEF). Designed for foodservice managers, it educates participants on food hazards and appropriate food handling practices. The course introduces the Hazard Analysis Critical Control Points (HACCP) system as a method of preventing foodborne illness. This course is recognized by the Conference for Food Protection (CFP) and has been verified to meet CFP standards by the American National Standards Institute (ANSI). Approved for Illinois certified sanitation manager recertification. Cost: \$119 (Fee includes required text: "ServSafe Employee Guide, 6th edition and ServSafe exam)

**Monday, October 23, 2017**

#187223 XFSFS-1006-SGR02

8:30 a.m. – 5:30 p.m.

Inst. Bonnie Moeller, RD, LD

**Scott Community College Urban Center**, 306 West River Drive, Davenport, IA

**Monday, December 4, 2017**

#187225 XFSFS-1006-SGR03

8:30 a.m. – 5:30 p.m.

Inst. Bonnie Moeller, RD, LD

**Scott Community College Urban Center**, 306 West River Drive, Davenport, IA

## FIELD EXPERIENCE

**Dietary Manager Application**

To apply for the Dietary Manager Program call Gale Roeder at (319) 336-3444 or area code (319) toll-free 1 (800) 850-5440 or complete a registration form and mail to Gale Roeder, Continuing Education, EICC, 306 West River Drive, Davenport, Iowa 52801. Cost: \$25

#180161

XFSDM-0100-SGR01

Module: July 1, 2017 – June 30, 2018

**Dietary Manager: Sanitation Field Experience: 28 HOURS**

Topics focus on the prevention of foodborne illnesses, sanitation surveys and employees. Field experiences consist of independent study modules that provide a series of experiences to be completed in the student's facility under the supervision of a Registered Dietitian/Preceptor. Prerequisite: Completed or enrolled in Applied Foodservice Sanitation preparatory class. Approved for continuing education for Healthcare Facility Foodservice Supervisors. **Modules are available July 5, 2017 through December 22, 2017. MUST BE COMPLETED BY February 2, 2018.**

#186072 XFSDM-0200-SGR01

Fee: \$99 plus required text  
Foodservice Management \$175

**Dietary Manager: Dietary Field Experience****Dietary Manager Operations: 29 HOURS**

This hands-on field experience includes food preparation principles, standard recipes, converting recipes, foodservice equipment, and planning food production schedules and menus. Pre-requisite: completed or enrolled in Food Preparation/Production Laboratory, Food Preparation Principles, Budgets / Purchasing & Inventory Control courses. Approved for continuing education for Healthcare Facility Foodservice Supervisors. Modules are available from October 4, 2017 through April 13, 2018. **MUST BE COMPLETED BY JUNE 29, 2018.**

#186074 XFSDM-0505-SGR01

Fee: \$99 plus required text  
Foodservice Management \$175

**Dietary Manager: Nutrition Field Experience****Field Experience: 55 HOURS**

This nutrition module will cover normal nutrition, modified diet, nutrition care diet orders, nutrition assessment and nutrition patient education. Field experiences consist of independent study modules that provide a series of experiences to be completed in the student's facility under the supervision of a Registered Dietitian/Preceptor. Prerequisite: Completed or enrolled in Preparation and Service of Modified Diets/Nutrition Care Planning. Approved for continuing education for Healthcare Facility Foodservice Supervisors. Modules are available January 24, 2017 through April 18, 2018. **MUST BE COMPLETED BY JUNE 29, 2018.**

#186075 XFSDM-0400-SGR01

Fee: \$124 plus required text  
Nutrition Fundamentals and MNT \$180  
MDS 3.0 & Nutrition Documentation in LTC Compliance \$69

## AN OVERVIEW OF THE FOODSERVICE SUPERVISOR/DIETARY MANAGER PROGRAM



Eastern Iowa Community Colleges Dietary Manager Program is approved by the Association of Nutrition and Foodservice Professionals (ANFP). Students who successfully complete the Preparatory and Field Experiences of the program will receive a Dietary Manager Certificate from Eastern Iowa Community Colleges. They may also take the Certified Dietary Manager (CDM) credentialing examination to be eligible for DMA membership.

### Foodservice Supervisor/Dietary Manager Preparatory Program

#### 1. Sanitation/ServSafe – 12 hours

Tuition and materials: \$99

Includes text: [ServSafe Employee Guide, 6th Edition](#)

Plus Exam: ServSafe National Restaurant Association Educational Foundation \$49

#### 2. Preparation and Service of Modified Diets – 17.5 hours

Tuition and materials: \$99

Plus Text: [Simplified Diet Manual, 12th edition](#), \$75

#### 3. Meal Service – 12 hours

Tuition and materials: \$59

Includes text: [Meal Service Study Guide](#)

#### 4. Food Preparation Principles – 15 hours

Tuition and materials: \$99

Plus Text: [Food Preparation Study Course](#), \$44

#### 5. Food Preparation/Production Laboratory – 24 hours

**Prerequisite: Food Preparation Principles or Program Director's consent**

Tuition and materials: \$99

Plus Text: [Food Preparation Study Course](#), \$44

#### 6. Foodservice Management – 20 hours

**Prerequisite: All of the above classes or Program Director's consent**

Tuition and materials: \$99

Includes text: [Foodservice Management Study Course](#)

#### 7. Foodservice Safety – 8 hours

Safety concerns in foodservice as well as relevant laws and regulations will be discussed.

Procedures for maintaining safe and clean equipment will be included.

Tuition and materials: \$39

Includes text: [ServSafe Employee Guide, 6th edition](#)

### Additional Required Classes for Dietary Manager Program

These classes are required for all Dietary Manager Program students. Continuing education credit for Healthcare Facility Foodservice Supervisors has been approved by the Iowa Department of Health.

#### Nutrition Care Planning – 17.5 hours

This is a review of the care planning process under OBRA guidelines: identification of needs through assessment, writing goals and approaches and an evaluation of the process through reassessment and documentation for the medical records. A required course for dietary manager students.

Tuition and materials: \$99

Optional text: [MDS 3.0 & Nutrition Documentation in LTC Compliance](#) \$69

#### Budgets, Purchasing & Inventory Control – 10 hours

Maintain foodservice department budgets, including purchasing and inventory control, equipment maintenance and selection and cost effective procedures.

Tuition and materials: \$49

#### Resource Management – 12.5 hours

Topics concerning the administrative roles and responsibilities of the manager as well as the development of professionalism will be addressed.

Tuition and materials: \$59

Plus text [Foodservice Management](#) – \$175

## Eastern Iowa Community College's Dietary Manager Program is approved by the Dietary Managers Association (ANFP).

Students who successfully complete the Preparatory and Field Experiences of the program will receive a Dietary Manager Certificate from Eastern Iowa Community Colleges. They may also take the DMA credentialing examination and are eligible for ANFP membership.

### SUPERVISED FIELD EXPERIENCE

The Field Experiences are reality-oriented learning activities scheduled to coordinate with classroom experience outside the school classroom. The supervised Field Experience consists of four independent study modules, each of which contains a series of experiences to be completed in the student's facility. Some modules require more time than others. As each module is completed, assignments and the field instructor's/preceptor's evaluations are sent to Eastern Iowa Community Colleges. The Field Experience instructor/preceptor is usually the consulting or supervising Registered Dietitian in the student's facility that provides guidance throughout the course of study. The preceptor must be a Registered Dietitian with at least two years full-time equivalent, post registration practitioner experience. Fifty of the 150 field experience hours must be directly supervised by the preceptor.

The program director, preceptor and facility administrator must complete an agreement that the plan of study fulfills the expectations of the student and facility, as well as the course requirements.  
Application fee: \$25.

The four field experience modules are:

#### 1. Foodservice Sanitation – 28 hours

Prerequisite: Enrolled in "Sanitation/ServSafe"

Tuition: \$99 plus text Foodservice Management \$175

#### 2. Nutrition – 55 hours

Prerequisite: Enrolled in "Preparation and Service of Modified Diets" and "Nutrition Care Planning"

Tuition: \$124 plus text Nutrition Fundamentals and MNT \$180

#### 3. Management of Foodservice Operations– 29 hours

Prerequisite: Enrolled in "Food Preparation Principles", "Food Preparation/Production Laboratory", "Budgets/Purchasing & Inventory Control"

Tuition: \$99 plus text Foodservice Management \$175

#### 4. Human Resource Management – 38 hours

Prerequisite: Enrolled in "Foodservice Management" and/or "Human Resource Management"

Tuition: \$75 plus text Foodservice Management \$175

These four modules are to be completed in the student's foodservice facility under the supervision of an advisor or preceptor. The preceptor must be an RD with at least at least two years full-time equivalent, post-registration practitioner experience. Fifty of the 150 field experience hours must be directly supervised by the preceptor.

**Special Note: The Dietary Manager Field Experiences, Nutrition Care Planning and Foodservice Budgets/ Purchasing & Inventory Control and Human Resource Management have been approved by the Iowa Department of Public Health for continuing education for Healthcare Facility Foodservice Supervisors.**

**For additional information about the program, please contact Gale Roeder, RD, LD, Program Director, Eastern Iowa Community Colleges, 563-336-3450 or toll-free 1-800-850-5440.**

## SCHOOL NUTRITION ASSOCIATION FORMAL TRAINING

The following classes have been approved by the School Nutrition Association for formal training for certification.

Foodservice Management	20 hours
Nutrition Concepts and Controversies	20 hours
Food Preparation/Production Laboratory	24 hours
Interpersonal Relationships for Foodservice Employees	10 hours
Food Preparation Principles	15 hours
Sanitation/ServSafe	12 hours
Child Nutrition Program Fundamentals	12 hours
Basic School Foodservice	20 hours
Basic Menu Planning	10 hours
Foodservice Organization Recordkeeping	10 hours
Budgets, Purchases and Inventory	10 hours
Preparation & Service of Modified Diets	17.5 hours
Meal Service	12 hours

### REGISTRATION

**REGISTRATION PROCEDURE:** To better serve you, payment is required at the time of registration. Register early! MasterCard, VISA, American Express and Discover accepted.

To register, call the college nearest you or toll-free 1-888-336-3907:

Scott Community College	563-441-4100
Clinton Community College	563-244-7100
Muscatine Community College	563-288-6100

#### ONLINE

\*Homestudy and Mediasite classes are not available to register online.

**Refunds and substitutions** –If your plans change, you may cancel your registration up to three business days (Monday – Friday) prior to the start of the program and receive a full refund. After that, no refunds will be issued. Please note that if you don't cancel and don't attend, you are still responsible for payment.

**Class Cancellation** – Three business days (Monday – Friday) prior to the activity, a decision will be made by the college administration to run or cancel the program based on the number of individuals who have enrolled and paid. Each college reserves the right to cancel a class due to insufficient enrollment. If a class is cancelled, you will receive a full refund.

It is the policy of Eastern Iowa Community Colleges not to discriminate on the basis of race, color, national origin, sex, disability, age (employment), sexual orientation, gender identity, creed, religion, and actual or potential parental, family or marital status in its programs, activities, or employment practices as required by the Iowa Code §§ 216.6 and 216.9, Titles VI and VII of the Civil Rights Act of 1964 (42 U.S.C. §§ 2000d and 2000e), the Equal Pay Act of 1973 (29 U.S.C. § 206, et seq.) Title IX (Educational Amendments, 20 U.S.C. §§ 1681 – 1688), Section 504 (Rehabilitation Act of 1973, 29 U.S.C. § 794), and Title II of the Americans with Disabilities Act (42 U.S.C. § 12101, et seq.).

If you have questions or complaints related to compliance with the policy, please contact Debora J. Sullivan, Equity Coordinator, 306 W. River Drive, Davenport, Iowa 52801, 563/336-3487, [djsullivan@eicc.edu](mailto:djsullivan@eicc.edu) or the Director of the Office for Civil Rights, U.S. Department of Education, Citigroup Center, 500 West Madison, Suite 1475, Chicago, IL 60661, phone number 312/730-1560, fax 312/730-1576.



Clinton, Muscatine and Scott Community Colleges  
Eastern Iowa Community College  
306 West River Drive  
Davenport, Iowa 52801-1221

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**September  
2017 - January  
2018**

**Class Schedule  
for Foodservice  
Professionals**

Thank you for choosing Clinton, Muscatine and Scott Community Colleges for your foodservice training. Our quality programs are designed to fit your training needs and your busy schedule.

I'm excited to announce that we now have scholarship funds available for the Dietary Manager program. You can also continue your education to earn an associate degree with Clinton, Muscatine and Scott Community Colleges.

Our classes are approved by the School Nutrition Association, National Restaurant Association Educational Foundation, Association of Nutrition and Foodservice Professionals (ANFP) and the Iowa and Illinois Department of Public Health. If you have suggestions about any of our programs, please call Gale Roeder, Continuing Education, at (563) 336-3450 or toll-free 1-800-850-5440.

Thank you for making us your continuing education choice.



**LEARN MORE AT EASTERN IOWA  
COMMUNITY COLLEGES**

**CHEF APPRENTICE and  
HOSPITALITY MANAGEMENT TRAINING**

Apprenticeship is the classic training method of chefs and cooks. The apprentice takes general education requirement classes and classes in culinary arts at Scott Community College and other selected class sites. The colleges are also looking to launch a training site at Muscatine Community College in the future. In addition, EICC also provides a Hospitality Management degree and training program. Classes are currently available through Scott Community College and a second site at Muscatine Community College is planned for the future.

Please call 1-888-336-3907 for more information or visit [eicc.edu/culinary](http://eicc.edu/culinary)

**SHORT TERM TRAINING**

Eastern Iowa Community Colleges offers a variety of career programs that can be completed in less than one year. Our short term training could be the ticket for you to build skills that might lead to a new career or promotion. Just as important, if you qualify, this training is NO COST to you!

**For more information, contact:**

Jan Dolan, Workforce Innovation  
IowaWORKS/Eastern Iowa Community Colleges  
902 W. Kimberly Rd., Davenport IA 5806  
563-445-3200 Ext. 43326

**THE *Community's College***