



Frequently Asked Questions

WHAT ARE THE ENTRANCE REQUIREMENTS OF THE PROGRAM?

- Need a High School Diploma or high school equivalency certificate (GED).**
- Must be employed in a foodservice department in a health care facility.**
- Must have a preceptor in your place of employment that is a Registered Dietitian.**

AS I HAVE BEEN WORKING IN HEALTH CARE FOODSERVICE FOR MANY YEARS WHAT CAN THE PROGRAM DO FOR ME? The Program helps you develop skills in all areas of foodservice management. You will get the training needed to be a Foodservice Supervisor in a health care setting. You will be eligible to sit for the national credentialing exam from the Certifying Board for Dietary Managers (CBDM) Pathways 1.

WHAT ARE THE ELIGABILITY PATHWAYS?

Pathway I: for candidates who have graduated from an ANFP-approved foodservice manager training program. You must submit a copy of your certificate of course completion, and your name must appear on the official graduate listing that is sent to ANFP by the college/school.

Pathway II: for candidates who hold a two-year or four-year college degree in foodservice management, nutrition, culinary arts, or hotel-restaurant management. Please submit your transcript with your exam application. Transcript requirements must include a minimum of one course in nutrition and two courses in foodservice management.

Pathway III: for graduates of a comprehensive 90-hour foodservice course curriculum, who also have two years of institutional foodservice management experience? Transcripts must include a minimum of one course in nutrition and two courses in foodservice management. You must submit a copy of your transcript and certificate of course completion, as well as employment verification with your application.

Pathway IV: for current and former members of the U.S. military who have graduated from an approved military dietary manager training program and have attained the grade of E-5. You must submit your documentation of military training and pay grade when applying under Pathway IV to determine eligibility. Note that your exam fee may be reimbursable through the Montgomery GI Bill; visit www.gibill.va.gov for information.

Pathway V: for candidates who hold an alternate two-year, four-year or higher degree. Candidates must have a minimum of five years of institutional foodservice

management experience, and must also complete one course in nutrition and two courses in foodservice management. Please submit your transcripts as well as employment verification with your exam application.

WHAT DO I RECEIVE UPON COMPLETION OF THE PROGRAM AND TEST?

Upon completion of the course and successful passing of Foodservice exam you will then be able to sit for the national credentialing exam to become a Certified Dietary Manager (CDM).

IS THE PROGRAM APPROVED BY ANY PROFESSIONAL ORGANIZATIONS?

Yes. The Association of Nutrition and Foodservice Professionals (ANFP), a national professional organization, approves the program. The names of the students enrolled in the program are sent to ANFP to facilitate student participation in the association. Students are eligible for ANFP Pre-Professional membership. The names of the program graduates are sent to ANFP as verification of graduation is a requirement of Pathway 1 eligibility. Graduates are eligible for the CDM, CFPP credentialing exam and ANFP professional membership.

ON WHAT DAY OF THE WEEK DOES THE PROGRAM MEET, AND WHAT ARE THE HOURS?

There are 10 class sessions for each module. Classes are conducted on Tuesday evenings from 5:45 pm to 10:00pm.

WHERE IS PASSAIC COUNTY COMMUNITY COLLEGE?

The College is located in downtown Paterson, 1 College Boulevard.

HOW LONG WILL IT TAKE TO FINISH THE PROGRAM?

The program is divided into three 10-week modules. You must complete all three (3) modules to graduate.

WHAT IF I CAN'T START IN JULY? DO I HAVE TO WAIT A WHOLE YEAR?

No, if you cannot start in July, modules will start every 11 weeks and will be continuous in the program sections.

WHAT DO I HAVE TO DO TO SUCCESSFULLY COMPLETE THE PROGRAM?

There are three requirements for graduation:

1. Mandatory class attendance.
2. Completion of the projects as part of your field experience under the guidance of your preceptor.
3. Passing written examinations with a score of at least 70%.
4. Passing the ServSafe exam with a score of 75%.

Graduates of the program receive a *Certification of Completion* embossed with the seal of the College.

IS THE PROGRAM ELIGIBLE FOR TUITION REIMBURSEMENT FROM MY UNION?

To determine whether you are eligible for tuition reimbursement from your union, contact your union representative or shop steward.

WHAT JOB OPPORTUNITIES WILL I HAVE AFTER COMPLETING THIS TRAINING?

The Dietary Managers Certificate you receive upon successful completion of the program signifies that you have met the requirements of the New Jersey State Department of Health for an entry-level management position. Therefore, you are qualified to be a Foodservice Supervisor in a health care facility when you graduate.

REQUIRED TEXTS

Nutrition Fundamentals and Medical Nutrition Therapy, Second Edition, Zikmund, copyright 2018.

Foodservice Management - By Design, Second Edition, Legvold and Salisbury, copyright 2018.

***ServSafe Coursebook*: with the Exam Answer sheet (Paper/Pencil Answer Sheet (NOT COMPUTER voucher), 7th Edition, English.**

To purchase the book or answer sheet from the SERVSAFE website:

1. Once on the website, go to purchase.
2. This will take you to Servsafe Manager. Go to view products.
3. Scroll to Servsafe **COURSEBOOK (not Essentials or Manager)**.
4. Choose item CBX6B, single copy with answer sheet.