

COMPETENCIES AND OBJECTIVES – Senior Nutrition Program

COMPETENCIES AND OBJECTIVES	LEARNING ACTIVITIES	EVALUATION	EXAMPLES OF RESOURCES
<p>1. <u>Nutrition Program Overview</u> Describe the nutrition program, its goals/purposes, and delivery of services.</p> <ul style="list-style-type: none"> • Describes the goals and purpose of the nutrition program/agency. • Identifies program-eligible population and their nutrition care needs. • Describes the benefits as well as specific foods and services provided by the program. • Follows established policies and procedures of the State and local agencies in providing program services. • Upon instruction from the nutritionist, makes appropriate modifications to guidelines and regulations in the delivery of services. • Uses basic procedures in implementing program services, e.g. enrollment, nutrition education, participant intake, etc. • Follows established procedures in determining eligibility for the program. • Describes the responsibilities of each staff member of the nutrition program. 	<ul style="list-style-type: none"> • Observes staff and volunteers in delivering the program services to participants and prepares a report on observations. • Discusses Senior Nutrition Program procedures with preceptor. • Determines eligibility for appropriate program services for 10 applicants. • Familiarizes self with rules and regulations of Senior Nutrition Programs. • Conducts informational interview of agency director. 	<p>Report evaluation</p> <p>Continuous feedback by preceptor</p> <p>Mid-progress evaluation</p> <p>Final performance evaluation</p>	<p><i>Site/Route monitoring form</i></p> <p>Policy and Procedure Manual</p> <p>Office on Aging training resources</p> <p>Title 3 – Sect H Manual</p>

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<p>2. <u>Nutrition Principles</u> Applies knowledge of basic nutrition principles in the provision of nutrition services.</p> <ul style="list-style-type: none"> • Uses knowledge of human nutrition to identify the nutritional requirements of senior participants. • Uses dietary standards, e.g. Daily Food Guide, MyPyramid, dietary guidelines in evaluating and planning food intake. • Applies knowledge of food groups and recommended serving sizes in assessing participants' intake for nutrition adequacy. • Uses basic nutrition and/or special diet principles in providing nutrition counseling to participants. • Incorporates principles of nutrition and physical activity in counseling/classes. • Takes into account participant's cultural, social and economic needs in counseling. 	<ul style="list-style-type: none"> • Reviews literature on nutrition and aging and summarizes in a short report. • Observes a nutrition counseling session. • Provides group nutrition education presentation on nutrition and physical activity. • Conducts menu analysis • Administers DETERMINE checklist . • Takes into account relevant dietary, anthropometric and biochemical parameters in counseling, if applicable. 	<p>Short report</p> <p>Continuous feedback: preceptor to observe student and give oral feedback</p> <p>Feedback on completed dietary assessments</p> <p>Mid-progress evaluation</p> <p>Final evaluation based on progress evaluation and continuous assessment</p>	<p><i>Appropriate nutrition evaluation form</i></p> <p>MyPyramid & 2005 Dietary Guidelines for Americans http://mypyramid.gov/</p>

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<p>3. <u>Communication Skills</u> Uses appropriate communication skills.</p> <ul style="list-style-type: none"> • Communicates in clear concise manner, using terminology appropriate to target audience. • Follows recommended procedures for obtaining participant information. • Demonstrates sensitivity to participant’s cultural, social, economic background and beliefs relating to food and nutrition. • Uses effective educational and counseling methods to recommend and promote behavior change. • Records pertinent information in appropriate format using acceptable wording and correct medical terminology. • Uses correct and professional telephone etiquette. 	<ul style="list-style-type: none"> • Observes staff and volunteers interacting with participants during service hours. • Uses appropriate telephone etiquette. • Interacts with participants in delivering program services. • Conducts inservice to staff and volunteers on assigned topic. 	<p>Continuous evaluation and feedback</p> <p><i>Nutrition education evaluation form</i></p> <p>Mid-progress evaluation</p> <p>Final performance evaluation</p>	<p>Policy and Procedure Manual</p> <p><i>Phone etiquette form</i></p> <p><i>Nutrition education evaluation form</i></p>

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<p><u>4. Program Eligibility</u> Determines program eligibility based on established criteria, if applicable.</p> <ul style="list-style-type: none"> • Collects appropriate enrollment data from participants, if applicable. • Identifies program requirements based on regulations. • Determines types of community resources provided to participants. 	<ul style="list-style-type: none"> • Observes staff and volunteers during screening of applicants, and nutrition assessment of participants. • Conducts nutrition screening and documents results. • Assists with program enrollment 	<p>Observation and feedback from preceptor</p> <p>Feedback on completion of <i>Nutrition Evaluation form</i> or <i>Nutrition Screening Initiative (NSI)</i></p> <p>Mid-progress evaluation</p> <p>Final performance evaluation</p>	<p>Brown Bag Manual</p> <p>PACE Manual</p> <p>Home Delivered Meals (HDM) Manual</p> <p>NSI (Nutrition Screening Initiative) Training Manual</p>

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<p>5. & 6. <u>Nutrition Screening & Assessment</u> Administer nutrition screening and follow up to participants, where applicable. Assist in nutrition assessment and documentation, if applicable.</p> <p>NOTE: All students will achieve these two competencies during the mini-rotation through the Nutrition Clinics at Student Health Center or Fitness Center.</p> <ul style="list-style-type: none"> • Compares anthropometric measurements to reference standards to determine nutrition risk, if applicable. • Compares pertinent biochemical data, e.g. hemoglobin and hematocrit, to established criteria to determine nutrition risk, if applicable. • Performs nutrition screening of participants using established procedures. • Identifies factors affecting nutritional status, e.g. food and medication interactions, dietary intake. • Identifies nutrition risk factors using program nutrition risk criteria. • Determines types of nutrition education contacts to be provided to participants. • Assesses and enrolls program eligible participants to receive program services and determines what diet type is appropriate, with approval from nutritionist. • Differentiates between high nutrition risk and low nutrition risk participants, as needed. • Completes nutrition assessment and documents nutritional needs of at risk participants. 	<ul style="list-style-type: none"> • Conducts assessment of participants to program, and documents as needed. • Enrolls eligible participants for participation in program. • Plans and implements nutrition education for the same applicants. 	<p>Continuous feedback: preceptor to observe student enrolling participants</p> <p>Mid-progress evaluation</p> <p>Final Performance evaluation</p>	<p><i>NSI</i></p> <p><i>SIS form</i></p> <p><i>Nutrition Evaluation form</i></p>

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<p>7. <u>Nutrition Education</u> Educates participant as appropriate, based on assessed nutrition needs.</p> <ul style="list-style-type: none"> Refers high risk participants to nutritionist for nutrition care and counseling, if applicable. Provides nutrition education to participants through individual counseling or group classes. Educates participants on possible health implications of certain food/nutrition practices. Provides information on the benefits of nutrition and physical activity. Helps participants establish goal for nutrition related behavior change. Evaluates effectiveness of nutrition education and counseling based on participant acceptance, achievement of goals and actual learning and behavior changes. Uses appropriate nutrition education materials in nutrition counseling and classes. Tailors education activities to individual's educational, cultural, ethnic, economic and other special needs. Participates in staff training as recommended by the nutritionist. 	<ul style="list-style-type: none"> Observes counseling of participants by health workers and nutritionists. Plans and provides nutrition counseling to participants. Observes nutrition education class(es). Plans a lesson plan on an assigned topic. Prepares a one page nutrition information sheet for participants. Plans and presents nutrition education class(es). Conduct needs assessment 	<p>Continuous feedback</p> <p>Lesson plan for nutrition education class(es)</p> <p>One page nutrition information sheet</p> <p>Mid-progress evaluation</p> <p>Final evaluation based on progress evaluation and continuous assessment</p>	<p><i>Community Nutrition Student Manual</i></p> <p>Nutrition for Older Adults Health http://noahnet.myweb.uga.edu/</p> <p>SNAP-Ed Connection http://snap.nal.usda.gov/nal_display/index.php?info_center=15&tax_level=1</p> <p>Live Well, Live Long http://www.asaging.org/cdc/index.cfm</p>

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<p>8. <u>Food Delivery System</u> Demonstrates knowledge of food delivery system.</p> <ul style="list-style-type: none"> • Explains the difference between congregate and home delivered meals. • Performs quality/quantity control procedures of the nutrition program. • Explains the difference between regular and special diets. • Plans menus to meet Title IIC regulations or other established guidelines. 	<ul style="list-style-type: none"> • Assists in serving congregate meals or home delivered meals. • Carries out quality/quantity control procedures. • Compares five regular and five special diet menus and notes differences. • Plans at least one week of menus that meet Title IIC guidelines. 	<p>Oral evaluation on differences between regular and special diets</p> <p>Continuous feedback</p> <p>Mid-progress evaluation</p> <p>Final performance evaluation</p>	<p><i>Professional Food Manager Certification Training, NSF HealthGuard Training Series.</i></p> <p>Title IIC guidelines</p> <p>Regular menus</p> <p>Special diet menus</p>

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<p>9. <u>Referral and Community Outreach</u> Refers participant to appropriate community services.</p> <ul style="list-style-type: none"> • Describes names, services offered and eligibility requirements of community health, social service and financial support agencies, including Senior Centrals. • Following agency protocol, identifies/refers participants needing referrals. • Documents in participant’s records referrals made or received and referral follow up, if applicable. • Assists the nutritionist in planning and implementation of community outreach activities to increase awareness about the program. • Effectively presents information about the Senior Nutrition Program to target audiences in outreach activities. 	<ul style="list-style-type: none"> • Observes staff and volunteers referring participants to community services. • Discusses outreach activities with staff and volunteers. • Prepares and gives a short presentation to selected group discussing the Senior Nutrition Program. • Assist with Brown Bag program, or other food distribution activities. 	<p>Observation, discussion and feedback from preceptor</p> <p>Evaluation of community outreach presentation</p> <p>Report on available resources for seniors</p> <p>Mid-progress evaluation</p> <p>Final performance evaluation</p>	<p><i>Community Nutrition Student Manual</i></p>

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<p>10. <u>Computer Skills</u> Use appropriate computer skills to carry out job responsibilities.</p> <ul style="list-style-type: none"> • Understands the principles of SIS. • Enters data into computer accurately. • Uses the computer to input/update pertinent data in participant’s records using appropriate software • Communicates effectively by e-mail. • Demonstrates competence in various computer software programs (i.e. word processing, spreadsheets, database management, presentation software, desktop publishing). • On a weekly basis, students will post weekly learning summaries online to the discussion forum of CCSF’s Insight to share with other students. • As a culminating project, students will create a multimedia presentation, “The Learning Journey”, to document achievement of the core competencies. They will post it online to CCSF’s Insight to share their unique learning experiences with all students and program faculty. 	<ul style="list-style-type: none"> • Enters relevant senior participant data from intake form. • Analyzes nutrient content of a one week menu cycle, where appropriate. • Post weekly learning summaries online to CCSF’s Insight course management system. • Create a “Learning Journey” online presentation as a culminating project. 	<p>Preceptor to review records entered by student as to completeness and accuracy</p> <p>Mid-progress evaluation</p> <p>Nutrient analysis of menu cycle.</p> <p>Final performance evaluation</p>	<p>Training Manual</p> <p>Diet Analysis Plus, EHSA Food Processor SQL, or similar nutrient analysis software</p>