

PROGRAM APPROVAL APPLICATION
NEW or SUBSTANTIAL CHANGE or LOCALLY APPROVED
(This application may not exceed 3 pages)

Fill In Form

Family and Consumer Studies/Dietetics: Certified Dietary

Manager

Proposed Program Title

August 28, 2017

Projected Program Start Date

Los Angeles City College
 College

Los Angeles Community College District
 District

Contact Information

Aдриене Davis
 Voting Member

Dean Workforce Development
 Title

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 Phone Number

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 Email

Goal(s) of Program (Check all that apply):

Career Technical Education (CTE) Transfer Other

Type of Program (Check all that apply):

Certificate of Achievement 12-17 (or 17-27 quarter) units Certificate of Achievement 18+ semester (or 27+ quarter) units
 Associate of Science Degree Associate of Arts Degree

Reason for Approval Request (Check One):

New Program Substantial Change Locally Approved

Program Information

1301.00 Recommended [Taxonomy of Program \(TOP\) Code](#)

_____ Units for Major-Degree

_____ Total Units for Degree

31 Required Units-Certificate

Written Form

1. Insert the description of the program as it will appear in the catalog. (See PCAH pp. 142 and 170)

Certified Dietary Managers (CDM) are nationally recognized experts at managing dietary operations. Many work in healthcare—nursing facilities, rehab centers, senior living communities, or hospitals. Some work in correctional facilities, schools, and the military. Others work for corporations. Certified Dietary Managers are trained and qualified to manage menus, food purchasing, and food preparation; and to apply nutrition principles, document nutrition information, ensure food safety, and manage work teams.

A Certified Dietary Manager passed a nationally recognized credentialing exam offered by the Certifying Board for Dietary Managers. Continuing education is required to maintain this credential. The exam is written by content experts, and administered by an independent professional testing company. The exam consists of 160 questions that

have been pre-tested and proven valid and reliable. Questions cover five competency areas which fall under these major headings: Nutrition, Foodservice, Personnel and Communications, Sanitation and Food Safety, and Business Operations.

Students will become exam eligible upon graduating from the Los Angeles City College, Department of Family and Consumer Studies, Dietetics Program, Association of Nutrition and Foodservice Professionals (ANFP)-Approved dietary manager training program, which includes 120 hours of didactic education (31) Units plus 150 hours of field experience. Students can complete the ANFP program in 1 year. Other options are available.

The CDM, CFPP credential indicates that these individuals have the training and experience to competently perform the responsibilities of a certified dietary manager. CDMs work together with registered dietitian nutritionists to provide quality nutritional care for clients and perform the following tasks on a regular basis.

Hourly wage for Certified Dietary Managers is between \$15.09 and \$34.31.

Conduct routine client nutritional screening which includes food/fluid intake information

Calculate nutrient intake

Identify nutrition problems using established guidelines to distinguish between routine and at risk individuals

Identify food customs and nutrition preferences based on race, culture, religion, and food intolerances

Implement diet plans and diet orders using appropriate modifications

Utilize standard nutrition care procedures following ethical and confidentiality principles and practices

Document nutritional screening data in the medical record and complete forms (i.e. care plans, MDS, etc.)

Review intake records, conduct visual meal rounds, and document food intake

Participate in care conferences and review effectiveness of nutrition care

Provide basic diet information using evidence-based educational materials

Develop and implement menus that meet individual nutritional needs in accordance with established national guidelines

Specify standards and procedures for food preparation

Continuously improve care and service using quality management techniques including quality control standards and food waste policies

Supervise preparation and serving of therapeutic diets and Nutritional Supplements

Manage a sanitary foodservice environment

Protect food in all phases of preparation, holding, service, cooling, and transportation

Purchase, receive, and store food following established sanitation and quality standards

Purchase, store, and ensure safe use of chemicals and cleaning agents

Manage equipment use and maintenance

Develop work schedules, prepare work assignments

Manage goals and priorities for the department, establishing short- and long-term goals and communicating internally and externally

Interview, hire, and train employees

Conduct employee performance evaluations

Recommend salary and wage adjustments for employees

Supervise, discipline, and terminate employees

Supervise business operations of foodservice department, implementing cost effective procedures and managing revenue-generating services

Prepare purchase specifications and orders for food, supplies, and equipment

Develop annual budget and operate within budget parameters

Develop and implement department policies and procedures

Comply with federal and state regulations related to effective food and nutrition services

APPLICATION PROCEDURE:

New Students are accepted each semester

High School graduation is not required

Register for Fall Semester between May and August and Spring Semester between November and January

PROGRAM REQUIREMENTS:

Acquisition of required textbooks and course materials as well as community college tuition

Student liability insurance, health screening, student liability insurance, skid resistant, close-toed shoes and apron or smock

Students interested in pursuing a career in this field can expect median hourly wages between \$15.09 and \$34.31.

2. Provide a brief rationale for the program.

The food services industry regulations within Title 22, as designated by the California Department of Health for the Dietary Service Supervisor has been updated and written as copied below. To summarize the Department of Health ruling, Our Dietary Service Supervisor, if certified before November of 2016, has 5 years in which to pass the Certifying exam for Dietary Managers or be subject to possible termination of employment. Our Dietary Service Supervisor if certified after November of 2016 has 1 year in which to pass the Certifying exam for Dietary Managers or be subject to possible termination of employment.

The Los Angeles City College Department of Family and Consumer Studies proposes to provide the Association of Nutrition and Foodservice Professionals approved Dietary Manager's Program in order to render our students eligible to sit for the qualifying exam under the Certifying Board for Dietary Managers (CBDM). It is the objective of the Department of Family and Consumer Studies at Los Angeles City College to become current with state health department rulings in order to comply with certifying guidelines for our food service students. The compliance with certifying guidelines and preparing students for certifying exam success can translate to a wide scope of employment opportunities. In addition, our program curriculum, both didactic and practicum in the field will provide students with skills required for gainful employment.

Below is the Title 22, updated ruling for food service personnel.

"If a qualified dietitian or other clinically qualified nutrition professional is not employed full-time, the facility must designate a person to serve as the director of food and nutrition services who-

(i) For designations prior to November 28, 2016, meets the following requirements no later than 5 years

after November 28, 2016, or no later than 1 year after November 28, 2016 for designations after November 28, 2016, is:

(A)

A certified dietary manager; or

(B)

A certified food service manager; or

(C)

Has similar national certification for food service management and safety from a national certifying body; or

(D)

Has an associate's or higher degree in food service management or in hospitality, if the course study includes food service or restaurant management, from an accredited institution of higher learning; and

(ii)

In States that have established standards for food service managers or dietary managers, meets State requirements for food service managers or dietary managers, and

(iii) Receives frequently scheduled consultations from a qualified dietitian or other clinically qualified nutrition professional."

3. Summarize the Labor Market Information (LMI) and employment outlook (including citation for the source of the data) for students exiting the program. (See PCAH pp. 85-88, 136, 147, 148, 165, 168, and 176)

The Los Angeles/Orange Counties Center of Excellence for Labor Market Research worked with us in summarizing the LMI information and employment for both Certified Dietary Managers and Registered Dietitians. The data was compiled for both fields and is what I will include here. All areas of data are clearly cited.

Data included in this analysis represents the labor market demand for positions most closely related to Certified Dietary Managers and Registered Dietitians. Standard occupational classification (SOC) codes¹ were chosen based on the national education level required for employment (associate degree and postsecondary certificate) as well as the proportion of current workers who hold a community college award or have had some community college training. This selection process narrows the labor market analysis to the most relevant employment opportunities for students completing a community college education and/or training.

The data tables show traditional labor market information, including current and projected employment based on data trends, as well as annual average awards granted by regional community colleges. Real-time labor market information was also used to provide a more nuanced view of the current job market, and captures job post advertisements for occupations relevant to the field of study. Job postings should not be used to establish current job openings, because the numbers may include duplicate job postings or postings intended to gather a pool of applicants. Real-time labor market information can signal demand and show what employers are looking for in potential employees, but is not a perfect measure of the quantity of open positions.

Current and Future Employment

In Los Angeles County, the number of jobs that are most closely associated with a Certified Dietary Manager or Registered Dietitian certification are expected to increase by 11 percent between 2016 and 2021. There are 2,364 annual openings projected over the next five years for the occupations listed below. Students interested in pursuing a career in this field can expect median hourly wages between \$15.09 and \$34.31.

¹ Bureau of Labor Statistics. <http://www.bls.gov/soc/>

Table 1 – Certified Dietary Manager Occupations SOC	Occupation	2016 Jobs	2021 Jobs	2016 - 2021 Change	2016 - 2021 % Change	Annual Openings	Median Hourly Earnings
35-1012	First-Line Supervisors of Food Preparation and Serving Workers	27,776	31,621	3,845	14%	1,672	\$15.09

¹ Bureau of Labor Statistics. <http://www.bls.gov/soc/>

For more information, contact: Lori Sanchez, Director | lsanchez144@mtsac.edu | 909.274.6106

11-9051	Food Service Managers	16,262	17,350	1,088	7%	560	\$16.90
29-1031	Dietitians and Nutritionists	2,727	3,084	357	13%	94	\$34.31
29-2051	Dietetic Technicians	1,063	1,194	131	12%	38	\$15.73
47,827	53,248	5,421	11%	2,364	\$16.77		

Employer Job Postings

In 2016, there were 767 employer postings for jobs requiring certification as a Certified Dietary Manager (CDM) or Registered Dietitian (RD). The top SOC codes for these job postings are listed below in table 2. Nearly two-thirds of the postings (63%) were for dietitians and nutritionists (484 job ad postings). Medical and health services managers and health educators were omitted from the traditional labor market data search because they both require a higher level of education than community colleges award.

Table 2 – Top Occupations in Job Postings (n=772) SOC	Title	Job Postings, Full Year 2016
29-1031	Dietitians and Nutritionists	484
11-9051	Food Service Managers	49
11-9111	Medical and Health Services Managers	27
43-9061	Office Clerks, General	24
29-2051	Dietetic Technicians	23
21-1091	Health Educators	16
35-1012	First-Line Supervisors of Food Preparation and Serving Workers	13

Source: Burning Glass

Table 3 –Job Titles (n=772) Titles	Job Postings, Full Year 2016
Registered Dietitian	203
Dietitian	146
Clinical Dietitian	132

Director of Dining & Nutrition Services	32
Clerk, Diet	25
Dietetic Technician	14

Source: Burning Glass

Table 4 lists the top employers posting advertisements for CDMs and RDs. Approximately 20 percent of job advertisements studied did not include an employer.

Table 4 – Top Employers (n=626)

Employer	Job Postings, Full Year 2015
Compass Group	120
DaVita Incorporated	53
Sodexo	36
CVS Caremark	32
Kaiser Permanente	26
Cedars-Sinai	21
UCLA Health System	19
Dignity Health	17
MemorialCare Health System	15
Fresenius	12
Morrison Healthcare	12

Registered Dietitian is by far the most sought after job certification, and was included in 96% of job postings. Other certifications that were largely present in job postings are Certified Dietary Manager (10% of postings) and SERVSAFE (9%). Job-specific skills desired by employers include dietetics/nutrition services, patient care/acute care, therapy and patient/family education and instruction.

Table 5 – Job Certifications (n=772) and Job Skills (n=694)

Certification	Job Postings, Full Year 2016	Skills	Job Postings, Full Year 2016
Registered Dietitian	744	Dietetics/Nutrition Services	568
Certified Dietary Manager	75	Microsoft Office	534
SERVSAFE	73	Patient Care/Acute Care	301
Certified Diabetes Educator (CDE)	33	Therapy	180
Patient/Family Education and Instruction			144
Supervisory Skills			143

Source: Burning Glass

Education

Completion data was compiled for community college programs training students for relevant occupations. Table 4 shows the typical entry-level education requirement and on-the-job training for the occupations of interest, and percentage of workers in the field who hold a community college award or have completed some postsecondary courses. It should be noted that dietitians and nutritionists are occupations that typically require a higher level education award than is granted at the community college level, and most workers in the field (72%) have earned a Bachelor's degree or higher. Labor market data indicates that these jobs are not entry-level for community college award recipients.

Table 6 – Education and Training Requirements

SOC	Occupation	Typical entry-level education	Typical on-the-job training	% of Community College Award Holders or Some Postsecondary Coursework
29-2051	Dietetic Technicians	Associate degree	None	56%
11-9051	Food Service Managers	HS diploma or equivalent	None	38%
35-1012	First-Line Supervisors of Food Preparation and Serving Workers	HS diploma or equivalent	None	38%
29-1031	Dietitians and Nutritionists	Bachelor's degree	Internship/residency	12%

Source: EMSI and www.BLS.gov

Currently, there are five community colleges in Los Angeles County that train students for programs related to dietetics. Table 7 displays the headcount and annual average community college awards for each of the colleges' training programs. Headcount is the actual number of students enrolled, regardless of credit hours.

Between 2012-2015, the total average community college awards conferred was 62 (13 associate degrees and 49 certificates) across both programs.

Table 7 – Student Awards (by College)

TOP Code	Program	College	CC Headcount	CC Associate Degrees	CC Certificates	Total Average CC Awards
1306.20	Dietetic Services and Management	Glendale	9	2	9	10
L.A. City	11	1		11	12	
L.A. Harbor	53	-		-	-	
Long Beach	1,547	1		16	18	
1306.60	Dietetic Technology	L.A. City	n/a	5	n/a	5
L.A. Trade	189	-		-	-	
Long Beach	n/a	4		13	17	
Total	1,809	13		49	62	

Source: <http://datamart.cccco.edu/>

For more information, contact: Lori Sanchez, Director | lsanchez144@mtsac.edu | 909.274.6106

4. List similar programs at other colleges in the Los Angeles and Orange County Region which may be adversely impacted. (There is space for 10 listings, if you need more, please contact laocrc@rscdd.edu)

At present, the only school in California with an **AFNP approved program** with classroom and field experience (as we are proposing for Los Angeles City College is **Merritt Community College in Oakland California**

College	Program	Who You Contacted	Outcome of Contact
None	None	Non	None

5. List all courses required for program completion, including core requirements, restricted electives and prerequisites. (There is space for 20 listings, if you need more, please contact laocrc@rscsd.edu). (See PCAH pp. 143 and 171)

Courses	Course Number	Course Title	Units
Family and Consumer Studies 21	21	Nutrition	3
Family and Consumer Studies 24	24	Food Preparation	3
Family and Consumer Studies 50	50	Sanitation and Safety	3
Family and Consumer Studies 51	51	Food Production Management	3
Family and Consumer Studies 151	151	Food Production Management Laboratory	2
Family and Consumer Studies 52	52	Foodservice Management	3
Family and Consumer Studies 55	55	Dietetic Education	3
Family and Consumer Studies 56	56	Nutrition Delivery Systems	3
Family and Consumer Studies 156	56	Nutrition Delivery Laboratory	2
Biology 25	25	Human Biology	3
Math 105	105	Arithmetic for College Students	3

6. Include any other information you would like to share.

Our objective as The Dietetics Department at Los Angeles City College is to grow and evolve with our changing industry. As we update to a Certified Dietary Manager’s Program we serve our student population by providing an employable industry program. As the Dietary Service Supervisor (our current certificated program) must now become Dietary Manger Certified, we remain on top of the industry. In addition to increasing enrollment in Family and Consumer Studies, the proposed program can increase enrollment for both the Mathematics and Life Sciences Departments.

