



# Professional Standards Training Topics

## 1000 NUTRITION

### 1100 MENU PLANNING

- 1110 USDA Nutrition Requirements
- 1120 Cycle Menus
- 1130 Local Foods -Farm to School
- 1140 Standardized Recipes
- 1150 Menu Analysis
- 1160 Special Diets, Including Food Allergies
- 1170 USDA Foods

### 1200 NUTRITION EDUCATION

- 1210 Nutrition Activities
- 1220 Classroom and Cafeteria Integration
- 1230 School Gardens

### 1300 GENERAL NUTRITION

- 1310 *Dietary Guidelines for Americans*, MyPlate, and School Nutrition
- 1320 General Nutrition

## 2000 OPERATIONS

### 2100 FOOD PRODUCTION

- 2110 Standardized Recipes
- 2120 Food Production Records
- 2130 Culinary Skills
- 2140 Use and Care of Equipment
- 2150 CN Labeling and Crediting

### 2200 SERVING FOOD

- 2210 Portion Sizes/Special Diets
- 2220 Offer Versus Serve
- 2230 Maintaining Food Quality and Appearance
- 2240 Serving Lines

### 2300 CASHIER AND POINT OF SERVICE (POS)

- 2310 Reimbursable Meals
- 2320 POS Financial Responsibility
- 2330 Free or Reduced Identification

### 2400 PURCHASING/PROCUREMENT

- 2410 Product Specifications
- 2420 Bid Solicitation and Evaluation
- 2430 Purchase Food, Supplies, and Equipment
- 2440 Food and Supplies Orders
- 2450 Cooperative Purchasing Groups
- 2460 Contracts with Food Service Management Company (FSMC)

**2500 RECEIVING AND STORAGE**

- 2510 Inventory Management
- 2520 Receiving and Storage
- 2530 Hold and Recall

**2600 FOOD SAFETY AND HACCP**

- 2610 HACCP
- 2620 Food Safety-General
- 2630 Federal, State, and Local Food Safety Regulations
- 2640 Food Safety Culture

**3000 ADMINISTRATION**

**3100 FREE AND REDUCED PRICE MEAL BENEFITS**

- 3110 Eligibility
- 3120 Direct Certification
- 3130 Community Eligibility Provision (CEP)

**3200 PROGRAM MANAGEMENT**

- 3210 Staff Management
- 3220 Standard Operating Procedures
- 3230 Healthy School Environment
- 3240 Emergency Plans
- 3250 Water, Energy, and Waste Management
- 3260 Administrative Review

**3300 FINANCIAL MANAGEMENT**

- 3310 Meal Counting, Claiming, and Managing Funds
- 3320 Compliance with Regulations/Policies
- 3330 Budgets
- 3340 Financial Analysis
- 3350 Pricing
- 3360 Communicate Financial Information

**3400 HUMAN RESOURCES AND STAFF TRAINING**

- 3410 Human Resources Management
- 3420 Policies and Procedures
- 3430 Training Plans and Tracking
- 3440 Retention, Promotion, and Recognition
- 3450 Employee Health, Safety, and Wellness

**3500 FACILITIES AND EQUIPMENT PLANNING**

- 3510 Facility and Equipment Planning
- 3520 Equipment Purchasing and Maintenance

**4000 COMMUNICATIONS AND MARKETING**

**4100 COMMUNICATIONS AND MARKETING**

- 4110 Strategic and Marketing Plans
- 4120 Program Promotion
- 4130 Customer Service
- 4140 Communication Skills
- 4150 School and Community Communication
- 4160 Smarter Lunchrooms Techniques