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Title 22@ Social Security

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Division 1.8@ California Department of Aging

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Chapter 4@ Title III Programs-Program and Service Provider Requirements

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Article 5@ Title III C-Elderly Nutrition Program

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Section 7636.3@ Staff Qualifications

7636.3 Staff Qualifications

(a)

The nutrition services provider shall have a manager on staff who shall conduct the day-to-day management and administrative functions of the Elderly Nutrition Program, and either have (1), (2), or (3): (1) Possess an associate degree in institutional food service management, or a closely related field, such as, but not limited to, restaurant management, plus two (2) years experience as a food service supervisor, or, (2) Demonstrate experience in food service, such as, but not limited to, cooking at a restaurant, and within twelve (12) months of hire successfully complete a minimum of twenty (20) hours specifically related to food service management, business administration, or personnel management at a college level. Prior to completion of meeting the hours, this individual's performance shall be evaluated through quarterly monitoring by a registered dietitian, or, (3) Two years experience managing food services. Such experience shall be verified and approved by a registered dietitian prior to hire.

(1)

Possess an associate degree in institutional food service management, or a closely related field, such as, but not limited to, restaurant management, plus two (2) years experience as a food service supervisor, or,

(2)

Demonstrate experience in food service, such as, but not limited to, cooking at a

restaurant, and within twelve (12) months of hire successfully complete a minimum of twenty (20) hours specifically related to food service management, business administration, or personnel management at a college level. Prior to completion of meeting the hours, this individual's performance shall be evaluated through quarterly monitoring by a registered dietitian, or,

(3)

Two years experience managing food services. Such experience shall be verified and approved by a registered dietitian prior to hire.

(b)

Personnel. There shall be, at a minimum, a manager as required in (a) above, and a paid staff or volunteer as required in subsection 7638.1(b)(1) below. There shall also be a sufficient number of qualified staff with the appropriate education and experience to carry out the requirements of the Program. The total number of staff shall be based on the method and level of services provided, and size of the service area.

(c)

Preference to Older Individuals. Preference shall be given to hiring older individuals subject to the qualifications of the position.

(d)

Volunteer Services. Volunteers shall be recruited and used in any phase of program operations where qualified.