



## ISNA/IDOE School Nutrition Certificate Program Frequently Asked Questions

Updated 4/17/2019

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1. **Will this certificate replace the need for a Bachelor's or Associate's degree to be hired as a Food Service director?**
  - No it does not. USDA does not currently allow State Agencies that kind of flexibility.
2. **Is this a new program?**
  - Yes! This is a brand new program created and recognized by ISNA and IDOE.
3. **What will this certificate do for me/why should I be interested?**
  - ISNA and IDOE will be promoting this to superintendents, business officials, and others to recognize as a highly regarded program that they should look for when hiring or evaluating their Food Service Director.
  - There are some new courses that have never been presented to food service in Indiana, and they are going to be very beneficial to help you with your job and job duties.
  - It will help you meet your required yearly USDA professional standards.
  - You can utilize the specific hours to help support the SNA Certificate Program.

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**4. How does this program tie to the SNA Certificate level program?**

- This does not directly tie into the SNA Certificate, but you can use the hours from the courses to help you meet specific levels. As you know, some of the levels require certain key areas such as nutrition, operations, etc. You could attend a course and count it towards one of the required areas depending on the course offered. For example, our first course will count towards nutrition.

**5. What credentials are required to participate?**

- There are no required credentials to participate in this program. You don't need a certain degree, years of experience, or specific certificate (such as a level 3 SNA Certificate) in order to participate.

**6. Is this program only for Food Service Directors?**

- This program is for Food Service Directors, Assistants, and anyone aspiring to become a Food Service Director. It will help directors and assistants with their current job responsibilities. We will be promoting this program to Superintendents, Business Officials and School Boards as a desirable qualification when hiring a Food Service Director.

**7. How long will it take to complete the program?**

- We have currently structured the program so that it can be completed within 2 years.

**8. How long will the courses be?**

- Courses will range in length from 30 minutes to 8 hours.

**9. What topics will the program cover?**

- Facilities and Equipment Management
- Financial Management
- Food Production and Operation Management
- Food Security, Sanitation and Safety
- Human Resource Management
- Marketing and Communication
- Menu and Nutrition Management
- Procurement and Inventory Management
- Program Management
- Technology and Information Systems

**10. Are all the courses in person or will some be available online?**

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- The first series of courses will be offered in person, so you will need to travel to the location. We are scheduling these in conjunction with other ISNA professional development events to minimize travel.
- In the future we will have some on-line courses that can be completed whenever you have time.

**11. Do the courses have to be taken in a specific order?**

- No, the courses can be taken in whatever order fits your schedule.

**12. What will it cost?**

- Cost will vary depending upon the length of the course. Discounts are available for ISNA members and for multiple registrants from the same district. See the ISNA website for more details: <https://www.indianasna.org/index.php?page=101>

**13. Where can I find a course schedule?**

- A Program Calendar of Events is posted on the ISNA website under the Education/ISNA/IDOE School Nutrition Certificate Program tabs.

**14. I've taken the same course last year, can it count towards the certificate program or do I need to retake it?**

- If an ISNA/IDOE School Nutrition Certificate Program registrant completes one of the required certificate courses outside of ISNA's control, it will be accepted if it is the exact same course title and was completed since the date listed in the table below:

Course Name	CEU Hours	In Person or Online	Course Materials Provided by	Must have completed this course since
Reimbursable School Meals	4	In Person	ICN	2017
Financial Management for School Nutrition Directors	8	In Person	ICN	2017
Developing a Food Safety Program Using a Process Approach	6	In Person	ICN	2017
Forecasting: How to get What You Want, When You Want It	4	In Person	ICN	2017
Special Dietary Needs	2	Online	IDOE	2018
Local Wellness Policies	1	Online	IDOE	2019
Standardized Recipes	1	Online	IDOE	2017

**15. Who can I contact with questions that I have that weren't addressed here?**

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- Please contact ISNA's Professional Development Coordinator – Jan Frost. Her email is [jan@indianasna.org](mailto:jan@indianasna.org)

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