

ACFSA CERTIFIED CORRECTIONAL FOOD SYSTEMS MANAGER

GUIDELINES FOR THE PRECEPTOR:

Welcome to this challenging adventure you are about to commit in helping/assisting a food service professional attain additional certification in correctional food service.

1. Please sign the form for the preceptor and send to ACFSA headquarters.
2. Review the workbook and text books
3. Assist or give suggestions on how to develop a “time line” for the completion of the course. The first few pages of the workbook give suggestions also.
4. Work with the student to make the appropriate contacts for the field experiences.
5. Review the students' work and sign the work assignments prior to mailing to ACFSA.
6. The preceptor will proctor the exam. The exam will be sent to the preceptor at the completion of the course.
7. The preceptor needs to be involved throughout the experience as there needs to be 80 contact hours with the preceptor.
8. The preceptor can be the preceptor for more than one student at a time.
9. It is preferred that the preceptor be a member of ACFSA.