

**Excel Academy  
Nutritional Assistant Training Program**

## Syllabus

<b>Nutritional Assistant Training - Bands A through G</b>
<b>Band Objectives/Goals</b>
<b>A.1 Food Services - 10 Credits - 16 hours</b>
Food Services Systems <ul style="list-style-type: none"> <li>• Hospital Settings</li> <li>• Hotel / Restaurant / Catering Settings</li> <li>• Continuing Care/ Assisted Living Settings</li> <li>• Large Scale Manufacturing Settings (Cook Chill)</li> <li>• Fast Food Settings</li> </ul>
<b>B.1 Food Safety and Sanitation – 10 Credits - 16 hours</b>
<ul style="list-style-type: none"> <li>• Basic Food Microbiology</li> <li>• Food Safety and Handling</li> <li>• Food Labeling</li> <li>• Sanitation</li> <li>• Hygiene</li> </ul>
<b>C.1 Communication in Food Services – 5 Credits – 8 hours</b>
<ul style="list-style-type: none"> <li>• Effective Communication in Food Services</li> </ul>
<b>D.1 Customer Service – 5 Credits – 8 hours</b>
Define and give examples of: <ul style="list-style-type: none"> <li>• Customer Service Etiquette</li> <li>• Confidentiality</li> <li>• Teamwork</li> <li>• Building a Strong Customer Base</li> <li>• Conflict Management</li> </ul>
<b>E.1 Ware Washing – 5 Credits – 8 hours</b>
<ul style="list-style-type: none"> <li>• Monitoring of Chemical and Heat Sanitation</li> <li>• Warewashing Techniques</li> </ul>
<b>F.1 Facility Cleaning – 5 Credits – 8 hours</b>
<ul style="list-style-type: none"> <li>• WHMIS</li> <li>• Infection Control</li> <li>• Universal Precautions</li> </ul>
<b>G.1 Work Practicum – 20 Credits – 32 hours</b>
<ul style="list-style-type: none"> <li>• Practical work placements in the community and in acute care settings</li> </ul>

## **Nutritional Assistant Admission Requirements**

Must be at least 18 years of age  
Minimum completion of Grade 10 is required

## **Program Information**

Developed by a Registered Dietitian, the Nutritional Assistant Program is designed to be completed part time in 6 to 8 weeks with flexible classes, and practical work experience placements. Graduates will receive an Excel Academy certificate as a Nutritional Assistant.

## **Cost of Program**

- Nutritional Assistant - \$300.00