Team up for Professional Standards Resources

Thursday, November 16, 2017 3pm

USDA FNS Child Nutrition Programs

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Session Overview

- Overview of Professional Standards
- Professional Standards Training Tracker Tool 2.0 Demo
- Professional Standard Resources (USDA & ICN)
Professional Standards for School Nutrition Professionals
What are Professional Standards for School Nutrition Professionals?

An important step towards ensuring that ALL of America’s children receive safe, nutritious meals through efficient, cost-effective programs.
Professional Standards for School Nutrition Professionals - Goals

- **ASSIST** State agencies and SFAs with hiring, training, and retaining qualified school nutrition staff.

- **ENHANCE** the public image of school nutrition professionals.

- **BUILD** skills and empower school nutrition staff to exceed the expectations of students and comply with Federal requirements.
Professional Standards Training Tracker Tool 2.0

https://pstrainingtracker.fns.usda.gov/
Tracking Training Hours

Professional Standards Training Tracker Tool, Version 2.0

- Web-based
- Enhanced features
- Mobile friendly

Welcome to the Professional Standards Training Tracker Tool 2.0!

The PSTTT 2.0 provides easy navigation and user-friendly time saving features! Some of the features include a database of trainings to auto-populate training information, the ability for managers to enter trainings for multiple employees, reminder alerts for remaining annual training requirements, and notifications for annual training requirement completion.

Start tracking your hours now!

11/10/2017

You Have 227 Days To Complete 10.00 Hours of Training.
Training Tracker Tool - Login

Professional Standards Training Tracker Tool
U.S. DEPARTMENT OF AGRICULTURE

About

The USDA Child Nutrition Program’s Professional Standards Training Tracker Tool (PSTTT) Version 2.0 is designed to assist School Nutrition Professionals in keeping track of their annually required training hours. For additional information on Professional Standards, please visit USDA Professional Standards site at www.fns.usda.gov/school-meals/professional-standards.

PLEASE NOTE: A Level 1 USDA eAuthentication account is needed to access the tool. New and existing users who have Level 1 access can proceed to the tool by clicking on the 'New/Existing User Login’ button.

Please click here to create your Level 1 eAuth access account. You will immediately receive an email with a link to activate your account with one simple click.

Contact cnpntab@fns.usda.gov for assistance in accessing the site.
Register for USDA E-Auth Level - 1

Register for Your Account - Level 1

Form Approved OMB No. 0581-0014

Step 1 of 4 - Level 1 Access Account Registration

USDA customers should complete the information below to create a USDA eAuthentication account. Please read the eAuthentication Privacy Act Statement and Public Burden Statement for more information on how your personal information will be protected.

All required fields are red and marked by an asterisk (*). Enter your first and last name exactly as it appears on your Government issued photo ID (e.g. state driver’s license).

Note: The characters < > ^ : | are not allowed on this form (the character ; is allowed for password only).

User Information

First Name*  
Middle Initial  
Last Name*  
Suffix

Contact Information

Email*  
Confirm Email*

Login Information

User ID*  
Password*

eAuthentication: FY1 - Instructions to Activate Your USDA Account With Level 1 Access

DoNotReply@icio.usda.gov
to me !

*** Please do not reply to this email. For assistance see below ***

Step 4 of 4 - Instructions to Activate Your USDA Account with Level 1 Access

Congratulations KayayaT76, you have successfully created a USDA eAuthentication account with Level 1 access.

Before you can use your account with Level 1 access you must do the following:

1. Please wait approximately 10 minutes from the receipt of this email before you activate your account with Level 1 access.

2. Click ACTIVATE MY ACCOUNT

NOTE: If you have trouble accessing your activation link above, please copy and paste the following URL into your browser address bar:

https://www.eauth.usda.gov/registration/selfRegistration/activation.aspx?ID=CE4A4FBE3ADAC95D2A56A121BFB3C37
About

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Welcome Kaushalya Heendeniya

Employment

- I am a School Employee
- I am a State Agency Employee
- I am a USDA Food and Nutrition Service (FNS) Employee
- I am a USDA Food and Nutrition Service (FNS) Contractor

Confirm
Personal Information

First Name*  Heldl
Last Name*  Bishop
Job Title*  School Food Authority—Staff Manager
Hiring Date*  04/06/2009

Business or Work Email*  heldl.bishop@fnas.usda.gov
Note: Please enter ONLY Business or Work email address in this field. No personal email allowed.

Are you a Manager?  
Only check the box if you are designated to monitor an employee’s training

Provide the email address for the person designated to monitor your training
Manager’s Business or Work email
Note: Please enter ONLY Business or Work email address in this field. No personal email allowed. Manager needs to be registered before employee can designate them as their manager.

School Information

School Name*  MCNAIR ELEM
Please start typing for the field to start auto-populating the list for schools

Add New School

School Type  Regular School
School District*  FAIRFAX CO PBLC SCHS
City*  HERNDON
State / Territory  VA
Zip*  20171
Create User Profile

Personal Information

First Name*: Kaushalya
Last Name*: Heendeniya
Job Title*: State Agency-Child Nutrition Director
Hiring Date*: 04/14/2017
Business or Work Email*: kaushalya.heendeniya1@fns.usda.gov

Note: Please enter ONLY Business or Work email address in this field. No personal email allowed.

Are you a Manager? [ ]

Only check the box if you are designated to monitor an employee’s training

Provide the email address for the person designated to monitor your training

Manager’s Business or Work email

Note: Please enter ONLY Business or Work email address in this field. No personal email allowed. Manager needs to be registered before employee can designate them as their manager.

State Agency Information

State Agency Name*: STATE AGENCY-VIRGINIA

State / Territory: VA

Save
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11/16/2017

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USDA Professional Standards Resources
Professional Standards for school nutrition professionals is a key provision of the Healthy, Hunger-Free Kids Act of 2010 (HHFKA). The final rule, published March 2, 2015, requires a minimum amount of annual training hours for all state directors of school nutrition programs, state director of distributing agencies, school nutrition program directors, managers, and staff. Required training topic areas will vary according to position and job requirements. There are also minimum hiring standards for new state directors of school nutrition programs, state directors of distributing agencies that oversee USDA Foods, and school nutrition program directors.
Technical Assistance and Guidance:

- FAQs
- Brochure
- Flyer
- Job Description Template for CNP
Professional Standards Guide

- Information on Final Rule
- Where to find training
- How to meet training standards
- Easy-to-read tables
- Reproducible handouts
Professional Standards for School Nutrition Professionals

This site allows school nutrition staff to search for training that meets their learning needs. Each listing contains information about the training, including how to access, developer, date, learning objectives covered, and more.

The Guide to Professional Standards in School Nutrition Programs® is an easy-to-use booklet designed to help State agencies, school food authorities, and school nutrition professionals understand and apply the Final Rule on Professional Standards for School Nutrition Programs Personnel.

https://professionalstandards.fns.usda.gov/
ICN Professional Standards Resources
ICN’s new eLearning Portal provides an enhanced online training experience...

Anytime / Anywhere

- Learning management system with searchable catalog
- Mobile-friendly and offline playing and syncing
- Promotional video, course catalog, how-to videos and tips available
- Currently 35 Courses in Phase I, launched June 24, 2017
- 23 Courses under development for Phase II

What’s New!
- The 4th edition of the Nutrition 101 online course is now available.
Manager’s Corner

Designed for directors/managers to train staff

Each lesson is 15 minutes

- Learning objective
- Importance of the topic
- Materials list
- Instructions
- Questions for staff
- Additional resources

Thank You!

Questions?