

Administrator Kit for Chapters

NOVEMBER 2023

The ANFP Administrator Kit is designed for ANFP chapters attending state healthcare association or other meetings. It contains materials that can be used to create connections with and educate others about the value of ANFP membership and the CDM®, CFPP® credential. Suggestions for a successful event are outlined below.

1. Equip the ANFP chapter representative with the following suggested value statements to help ensure consistent and accurate information is shared about ANFP and the CDM, CFPP (Certified Dietary Manager, Certified Food Protection Professional) credential.

ANFP Approved Training Programs to qualify for the CDM, CFPP Credentialing Exam

ANFP makes available through colleges approved classroom, online, and correspondence education programs that can help individuals in their journey to become a CDM, CFPP. The comprehensive Pathway I program includes 120 course hours and 150 hours of precepted field experience.

A list of programs is available at www.ANFPonline.org/approvedprograms.

CDM, CFPPs Add Value to Your Organization

- **Maintain Successful Surveys**

CDM, CFPPs are nationally recognized experts at managing foodservice operations and ensuring food safety. They have the education and experience to competently perform the responsibilities of a foodservice manager in a non-commercial setting. Having a CDM, CFPP on staff can provide expertise during the survey process and add a competitive advantage in marketing your dining services to potential clients.

- **Stay Current in Foodservice Management Trends and Leadership Skills**

CDM, CFPPs stay current with dining trends, regulations, and nutrition and foodservice best practices. Maintaining the CDM, CFPP credential requires completing 45 hours of relevant foodservice management-related continuing education (CE) every three years. Meeting this requirement also validates competence in the areas of sanitation, safety, and professional ethics.

- **Manage Safe Practices**

The CDM, CFPP Scope of Practice includes managing a safe and sanitary foodservice operation. CDM, CFPPs are qualified to help ensure staff maintain safe practices in all phases of food preparation, delivery, storage, etc. They are also required to complete at least nine CE hours every three years in Sanitation and Safety.

- **Remain Dedicated to Continued Competence**

By fulfilling recertification requirements, CDM, CFPPs demonstrate commitment to and competence in the nutrition and foodservice industry. They are prepared to adapt to the dynamic needs of your facility and are dedicated to leading their team to successful outcomes.

ANFP membership is a Means to Stay Connected and Informed

ANFP Membership provides opportunities to connect with peers, engage in opportunities for continued competence, and much more! ANFP membership provides many benefits annually for you and your foodservice staff, such as:

- Six issues of *Nutrition & Foodservice Edge* magazine
- Discounted member pricing on events, webinars, online courses, services, and more
- Opportunities for free continuing education (CE) eligible toward CDM, CFPP recertification requirements
- Complimentary access to ANFP industry survey results, including the ANFP Salary & Benefits Survey
- Networking opportunities with your peers and industry leaders through ANFPConnect, ANFP chapters, advocacy for the profession, and more

View a full list of ANFP member benefits at www.ANFPonline.org/benefits.

2. Use the Sign-Up sheet (page 5) to collect contact information from individuals interested in learning more about ANFP and the CDM, CFPP Certification Program. ANFP staff will follow up with the administrators to provide additional information about our organization.
3. Ask the event sponsor if a reciprocal booth agreement is available between your chapter and the state healthcare association.
4. As needed, request resources from the ANFP Chapter Relations department for use at the meeting, including:
 - ANFP brochures

