

University	The VISTULA School of Hospitality (formerly the Warsaw School of Tourism and Hospitality Management)
Faculty	Tourism and Recreation
Field of Study	First Degree Studies Dietetics (<i>recruitment for 2018/2019 Academic Year</i>)
Specialty	1. Dietetics for the physically active 2. Dietary counselling
Mode of Study	– Full-Time – Part-Time
Profile	Practical
PROGRAM OF VOCATIONAL STUDENT INTERNSHIPS	
Legal basis for internships completion	
<ol style="list-style-type: none"> 1. Order No. 1/09/2014 of the Rector of the WSTH in Warsaw of 1 September 2014 on the introduction of the Terms and Conditions for Vocational Student Internships at the Warsaw School of Tourism & Hospitality Management in Warsaw, 2. Terms and Conditions of Study the Warsaw School of Tourism & Hospitality Management in Warsaw, 3. Education program 	
Type and duration of internships (number of weeks and hours) and year/semester of study	
Duration of internships: 13 weeks: <ul style="list-style-type: none"> – 2nd year, 3rd semester – 3 weeks – 2nd year, 4th semester – 3 weeks – 3rd year, 5th semester - 2 x 2 weeks (total 4 weeks) – 3rd year, 6th semester - 3 weeks 	
Place of internships (type of institution, department/departments in which internships will take place)	
<ul style="list-style-type: none"> ✓ mass caterers, ✓ kitchens, food technology facilities, ✓ operators manufacturing ready-to-eat foods ✓ nutritional counselling, ✓ facilities providing nutrition for children and youth (schools, kindergartens, boarding schools, etc.), ✓ facilities providing nutrition for adults (e.g. social care homes, day-care homes), ✓ sports clubs, fitness centres, ✓ dietary centres, ✓ scientific institutes dealing with dietetics 	
Goals (divided into areas, e.g. theoretical knowledge / practical skills / social competences)	
Goals in the area of theoretical knowledge : <ul style="list-style-type: none"> • knowledge of the general operation principles of catering institutions in the area of preparing and serving dishes; • knowledge of the basic principles of nutrition organization in closed and open-type catering institutions; 	

- knowledge of the conditions of proper conservation and storage of raw materials used in catering, taking into account the quantity and specificity of products / semi-finished products and the plan of storage facilities;
- knowledge of the methods of raw material pre-treatment and heat treatment used in food technology, taking into account changes taking place in products;
- knowledge of the workplace organization in accordance with the requirements of ergonomics as well as sanitary and hygienic requirements of food production in mass catering and food industry;
- knowledge of modern systems ensuring food and nutrition safety;
- knowledge of basic machines and devices used in the food and gastronomy industry as well as for the production and processing of food in mass catering institutions;
- knowledge of basic methods, techniques, technologies, tools, materials and their practical applications, allowing to use and shape the potential of nature in order to improve the quality of human life;
- knowledge of the relationship between the way food is prepared and its nutritional value.

Goals in the area of **skills**:

- ability to select adequate raw materials for the preparation of dishes recommended in dietotherapy and use appropriate preparation techniques;
- ability to apply nutritional recommendations and standards in mass catering institutions;
- ability to carry out proper assessment of the customer's nutritional needs / preferences and prepare a menu proposal (e.g. vegetarian, Mediterranean cuisine, gluten-free diet);
- ability to balance the diet,
- ability to develop long-term menus,
- ability to adapt menus and diet to a given group;
- ability to identify customer's dietary needs and necessary restrictions.

Goals in the area of **personal and social competences**:

- ability to conduct lifelong education
- taking responsibility for one's own actions
- ability to organize one's own work in the workplace, taking into account the health and safety principles
- ability to work in a team, assume different roles in it and solve problems related to the implementation of a given task
- ability to cooperate with the customer
- developing a sense of responsibility for the advice given to customers
- showing respect for the customer
- ability to adopt an individual approach to the customer
- understanding the customer's needs and problems

Intern's tasks and duties

The basic **task** of the internship participant is to achieve the assumed goals in all areas in order to achieve the defined learning outcomes.

Detailed goals divided into semesters within the allocated number of hours:

Semester 3:

Initial experience in catering (3 weeks)

- getting acquainted with the system of supplying a facility with basic raw materials and essential materials/consumables;
- getting acquainted with the quality standards for raw materials and finished products, assessing the quality of the raw material;
- getting acquainted with the organization of supplies, conditions and period of storage of raw materials and finished products and their impact on food quality
- getting acquainted with the patterns of production processes (from raw materials to finished products);
- getting acquainted with the quality management systems already implemented or under implementation;
- getting acquainted with the technological equipment of the facility;
- getting acquainted with the principles for unit calculation of finished products;
- getting acquainted with the rules for developing menus;

Semester 4:

Practice – dishes technology (3 weeks)

- participation in the organization and implementation of the supply of raw materials and food products for food preparation;
- participating in the preparation of dishes;
- getting acquainted with the methods of maintaining the temperature of dishes appropriate for their consumption;
- participating in portioning and serving meals;
- collection, description and treatment of food samples in accordance with applicable regulations;
- analysis of the quality management system for prepared meals;
- assessment of safety measures used in food production;
- getting acquainted with the principles of meal packaging;
- getting acquainted with the equipment used in meal preparation;
- getting acquainted with the aesthetics of meal serving

Semester 5:

Practice - diet and nutrition (2 weeks)

- getting acquainted with the diagnostic methods in the area of food allergies and intolerance;
- getting acquainted with various types of diets and methods of assessing their nutritional value;
- acquiring practical skills in designing menus and application of specialist diets;
- taking an active part in the assessment of diets and dietary education;
- conducting individual and group dietary education;
- analysing the possibilities of providing nutritional support based on the available industrial diets;
- commodity analysis of food products, with particular emphasis on functional foods (fortified, eliminating, calorie-reduced);
- ability to adapt the diet to the customer's lifestyle.

Practice in dietary counseling (2 weeks)

- ability to conduct a nutritional interview;
- getting acquainted with the techniques of cooperating with the customer;

- getting acquainted with the methods of assessing the customer' nutritional status and eating habits;
- getting acquainted with the principles of designing a diet plan tailored to individual needs and preferences (if possible - also participating in the development of diets);
- participating in nutrition training and its preparation;
- participating in the development of individual diets;

Semester 6:

Practice in kindergartens and nursing homes (3 weeks)

- getting acquainted with the methods of assessing the nutritional status of children and / or the elderly;
- getting acquainted with the principles of developing diets (if possible - also participating in the development of diets for children and / or the elderly) taking into account individual requirements;
- participation in serving meals to children and / or the elderly;
- identifying nutritional problems of children / the elderly;
- participating in the development of individual diets;
- assessing the nutritional status of selected patients (at least 3) or groups and registration of their diets;
- analysis of the nutrition department documentation;
- calculating the protein-energy demand and assessing the degree of its coverage with the previously used diet depending on the demand;
- analysis of daily and weekly menus adapted to the nutritional recommendations and financial possibilities of a given facility.

The intern's **duties** are set out in §7 of the Terms and Conditions of Vocational Student Internships of the WSTHM.

The intern is obliged to:

1. complete internships in accordance with the internship program,
2. comply with the good order and discipline of work set out by the Company,
3. comply with the health and safety regulations and fire protection regulations,
4. comply with the rules of professional and state secrecy and protection of confidentiality of data in the scope specified by the Company and the GDPR regulations,
5. comply with the remaining rules and regulations applicable at the premises of the Company,
6. comply with the rules of internships set out by the University.

Conditions and basis for obtaining a credit for internships

Conditions for obtaining credit for internships are defined in §8 of the Terms and Conditions of Vocational Student Internships of the WSTHM.

Obtaining credit for internships is subject to the following conditions:

- 1) completion of internships within the set deadline;
- 2) obtaining knowledge, skills and competences specified in the syllabus and referring to the internship program;
- 3) submission of the Contract on the organization of internships;
- 4) submission of the document confirming realization of internships;
- 5) submission of a Daily Report of vocational student internships;
- 6) obtaining a positive decision of the Faculty Supervisor of Vocational Student Internships on successful completion of the internships.

Regulations regarding an alternative mode of completing internships, failing to complete internships, dismissal from internships

1. Terms and Conditions of Vocational Student Internships of the Warsaw School of Tourism & Hospitality Management in Warsaw - §8 *Conditions for obtaining credit for internships,*
2. Resolution No. 59 / NK / 2014 of the Senate of the Warsaw School of Tourism & Hospitality Management in Warsaw of 9 October 2014 on defining the conditions for exempting students from obligatory vocational internships.

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*Director of the Program
of Study
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Approved by,

*prof. Elżbieta Biernacka
Chair*

of the Faculty Program Committee