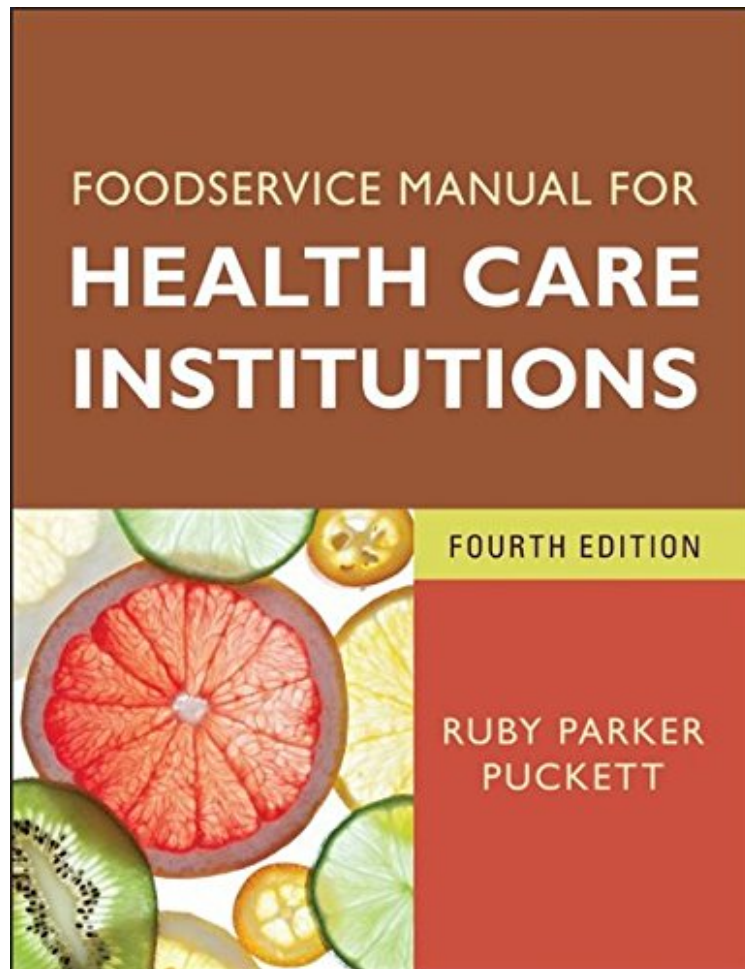


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Foodservice Manual for Health Care Institutions (J-B AHA Press)

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The thoroughly revised and updated fourth edition of Foodservice Manual for Health Care Institutions offers a review of the management and operation of health care foodservice departments. This edition of the bookmdash;which has become the standard in the field of institutional and health care foodservicemdash;contains the most current data on

the successful management of daily operations and includes information on a wide range of topics such as leadership, quality control, human resource management, product selection and purchasing, environmental issues, and financial management. This new edition also contains information on the practical operation of the foodservice department that has been greatly expanded and updated to help institutions better meet the needs of the customer and comply with the regulatory agencies' standards. TOPICS COVERED INCLUDE: Leadership and Management Skills Marketing and Revenue-Generating Services Quality Management and Improvement Planning and Decision Making Organization and Time Management Team Building Effective Communication Human Resource Management Management Information Systems Financial Management Environmental Issues and Sustainability Microbial, Chemical, and Physical Hazards HACCP, Food Regulations, Environmental Sanitation, and Pest Control Safety, Security, and Emergency Preparedness Menu Planning Product Selection Purchasing Receiving, Storage, and Inventory Control Food Production Food Distribution and Service Facility Design Equipment Selection and Maintenance Learning objectives, summary, key terms, and discussion questions included in each chapter help reinforce important topics and concepts. Forms, charts, checklists, formulas, policies, techniques, and references provide invaluable resources for operating in the ever-changing and challenging environment of the food-service industry. Companion Web site: www.josseybass.com/go/puckett4e Additional resources: www.josseybasspublichealth.com

About the Author Ruby Parker Puckett, MA, FFCSI, is program director of dietary manager training in the division of continuing education at the University of Florida, Gainesville. She is president of Foodservice Management Consultants and president of the Foodservice Consultants Society International (FCSI) Educational Foundation.