



**STATE OF NORTH CAROLINA
OFFICE OF STATE PERSONNEL
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**BEVERLY EAVES PERDUE
GOVERNOR**

**LINDA D. COLEMAN
STATE PERSONNEL DIRECTOR**

MEMORANDUM

TO: Directors, Local Departments of Public Health

FROM: Keita Cannon, Local Government Program Team Leader
North Carolina Office of State Personnel

DATE: March 1, 2010

SUBJECT: Revised Training and Experience Requirements for Nutritionist Class Series

At the State Personnel Commission's February meeting, proposed changes to the training and experience requirements for the Nutritionist class series were submitted. These proposed changes consisted of information shared with the North Carolina Association of Local Health Directors (NCALHD) back in February 2009 as well as the revised class specifications sent to the NCALHD in December 2009. These changes have been approved with an effective date of March 1, 2010.

In an effort to assist you in the implementation of these revisions, I have attached several documents and a weblink for your review:

1. The REVISED Local Nutritionist I, II and III class specifications
2. The "Nutrition Series QA – 7-28-09" document with all comments and questions received as well the Office of State Personnel/Nutrition Services Branch response to each
3. The American Dietetic Association's weblink to the Commission on Accreditation for Dietetics Education (CADE) approved didactic programs:
<http://www.eatright.org/students/education/accreditedprograms.aspx>

We hope this information is helpful as you begin implementation of these revised standards. If you have any questions and/or concerns, please contact the HR Consultant assigned to your Agency.

c: Alice Lenihan, Branch Head, Nutrition Services Branch
Josephine Cialone, Nutrition Program Supervisor, Nutrition Services Branch
Enclosures: Nutritionist I, II and III Class Specification

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