

Server Training Checklist

Employee _____

Date _____

(Please sign off each step)

ACTIVITY	TRAINED INITIALS	EMPLOYEE INITIALS	DATE COMPLETED	ACTIVELY OBSERVED*
Review of Server Guidelines and Responsibilities (in Server Training Manual)				
Phone demonstrations (not passed)				
Phone demonstrations (not passed)				
Food/chest setting				
Food/chest under rooming POS				
Training				
Food running/delivery				
Alcoholic beverage order				
Responsible alcohol service policy test				
Bar sign-out				
Bar guidelines				
Order taking/initial not passed				
Order delivery				
Bar check setting				
Order running (not passed)				
Guest check books				
Monitoring an order				
Order guest greeting				
Supervisory selling/consultations				
Service during meal				
Beverage refills (not passed)				
Food monitoring and serving alcohol				
Delivery of check				
Timely closing of chest				
Good knowledge of calendar				
Successful sale - wine/chef				
Successful sale - beer/chef				
Telephone inquiries				
Teamwork				

* "Actively Observed" is defined as the observer observes employee performing activity in a satisfactory manner.

Signed by manager and primary trainer when training is completed.

Manager's Signature _____

Date _____

Trainer's Signature _____

Date _____

** KEEP IN EMPLOYEE'S PERSONNEL FILE **

Kitchen Task Assessment Carolyn Baum Manual

**Mary Law, Carolyn M. Baum, Winnie
Dunn**



Kitchen Task Assessment Carolyn Baum Manual:

Occupational Therapy Assessment Tools Ina Elfant Asher, 1996 Methodologic valuation test **Measuring**

Occupational Performance Mary Law, Carolyn M. Baum, Winnie Dunn, 2024-06-01 As the profession of occupational therapy continues to mature and expand its practice the measurement of occupational performance is one of the key avenues that all practicing clinicians will need to explore and master **Measuring Occupational Performance Supporting Best Practice in Occupational Therapy Third Edition** summarizes the measurement tools needed to assess client occupational performance to provide the best intervention and to document the effectiveness of that intervention These measurement tools are not just a compilation of all that are available for measurement relevant to occupational therapy they are an elite group of tools carefully selected by the editors through a process of rigorous theoretical clinical and scientific reasoning In this Third Edition Drs Mary Law Carolyn Baum and Winnie Dunn have updated current chapters and added new topics that have not been covered in past editions such as a chapter on measuring school performance a key area of practice Also included is a chapter on measurement principles and development to highlight the concepts common to all the measures included in the text The Third Edition also has a focus on the best measures and measures that are used most frequently Features of the Third Edition Offers insight into the importance of measuring functional performance methodologies measurement issues and best approach for outcome measurement Conveys a broad focus on occupational performance and offers examples from a wide range of practice settings and from multiple spots throughout the lifespan Explains the technical aspects of measurement development and methodologies and which components of functioning are to be measured and how Develops an understanding of the theoretical aspects and evidence for both standardized tests and non standardized tests Instructors in educational settings can visit www.efacultyounge.com for additional material to be used for teaching in the classroom New in the Third Edition Focus on strengths based approaches Measures health and disability at both individual and population levels using the International Classification of Functioning Disability and Health ICF An emphasis on evidence based practice and using evidence from other disciplines not just from occupational therapy New chapter focused on school based practice New content on reliability validity and responsiveness New content on goal attainment Additional material on decision making in practice In this changing health care environment **Measuring Occupational Performance Supporting Best Practice in Occupational Therapy Third Edition** explains how core values and beliefs can be put into everyday practice and is the essential reference manual for the evidence based occupational therapy and occupational therapy assistant student and practitioner **Revised Kitchen Task Assessment (KTA)** Carolyn Manville Baum, 2003

Decoding **Kitchen Task Assessment Carolyn Baum Manual**: Revealing the Captivating Potential of Verbal Expression

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