



# Nutrition Class/In-Service Request Form



Please email completed forms to: lauren.n.mendez.mil@health.mil  
AND ambriel.t.frazier.civ@health.mil  
or bring to the Nutrition Clinic, 11C-50 during regular business hours  
Office hours: Monday – Friday 0730-1600  
Office closed for all Federal holidays

Date:

Requestor Name:

Unit/Department:

Email:

Phone Number:

*Please note: 30 day advance notice is required to arrange scheduling*

Date of class/in-service:

Time of class/in-service:

Address/Location and parking details:

Length of class/in-service:  30 minutes  60 minutes  90 minutes

Class/In-Service Topic (please select one of the following):

General nutrition information

Sports nutrition

Role of the Registered Dietitian/Nutrition Care Division in patient care

Fit for Performance: *A minimum of 10 participants are required. This class is required for Soldiers enrolled in the Army Body Composition Program. A calibrated scale must be available at the location of the class.*

Other (please specify):



Additional notes/requests:

Estimated number of participants:

Military

Civilian

Both

Technical support available (PowerPoint, computer, monitors):  Yes  No

*This portion completed by NCD*

Received by:

Date received:

Date/time class/in-service scheduled:

Assigned to:

