

Dietary Needs for Assisted Living



Course Objectives

- ▶ To gain an understanding of basic nutritional needs
- ▶ To understand dietary needs as they pertain to nutritional needs
- ▶ To understand how to put together a good menu for these needs
- ▶ To understand how to safely prepare food
- ▶ To understand how to make good substitutions

Basic Nutrition

Good nutrition is the foundation of good health.

- ▶ Eating a variety of foods in proper amounts provides essential nutrients needed for normal body functions.
- ▶ Nutrients are needed to supply energy for growth, maintenance and repair, and to regulate body processes.
- ▶ A poor diet, poor choice of foods, or an unbalanced nutrient intake can result in a change in health.

Implementing Good Nutrition

Meals

- ▶ The facility shall provide meals that are routinely served family or restaurant style, unless it is contradicted in a resident's individual service plan or for short-term
- ▶ The facility shall provide at least 3 meals a day, unless otherwise arranged according to the program statement or the resident's individual service plan.
- ▶ A nutritious snack shall be offered in the evening or more often as consistent with the resident's dietary needs.

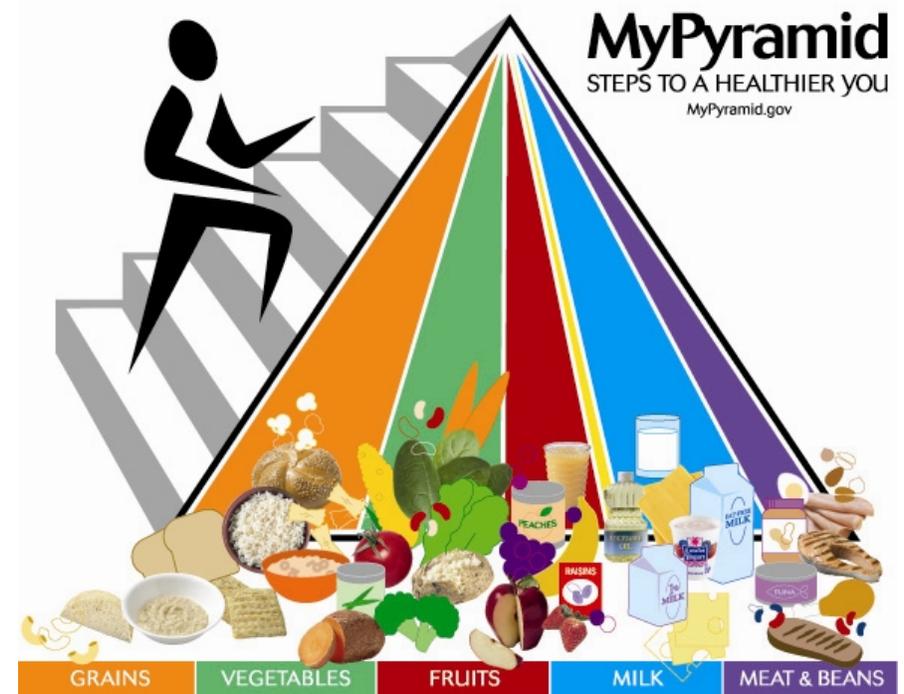
Menus

- ▶ The facility shall make reasonable adjustments to the menu for individual resident's food likes, habits, customs, conditions, and appetites.
- ▶ The facility shall prepare weekly written menus and shall make menus available to residents.
- ▶ Deviations from the planned menu shall be documented on the menu.

Menu Planning

Menus are the plan for good nutrition.

- ▶ Menus should be planned using the food guide pyramid.
- ▶ Menus should be written at least one week in advance.
- ▶ Portion sizes should be identified on the menus.
- ▶ Other factors such as budgets, ease of availability of foods, kitchen equipment, and schedule should also be considered.



Cycle Menu

A cycle menu is a series of written menus covering three to six weeks. At the end of the three to six weeks, the entire series of menus is repeated. Community residential settings are encouraged to use a cycle menu because:

- ▶ The menu is planned to include the recommended foods and portions according to the Food Guide Pyramid and U.S.D.A. Dietary Guidelines.
- ▶ It provides a basis for grocery shopping and food preparation
- ▶ It may be required for licensing and certification.
- ▶ Saves time and money.

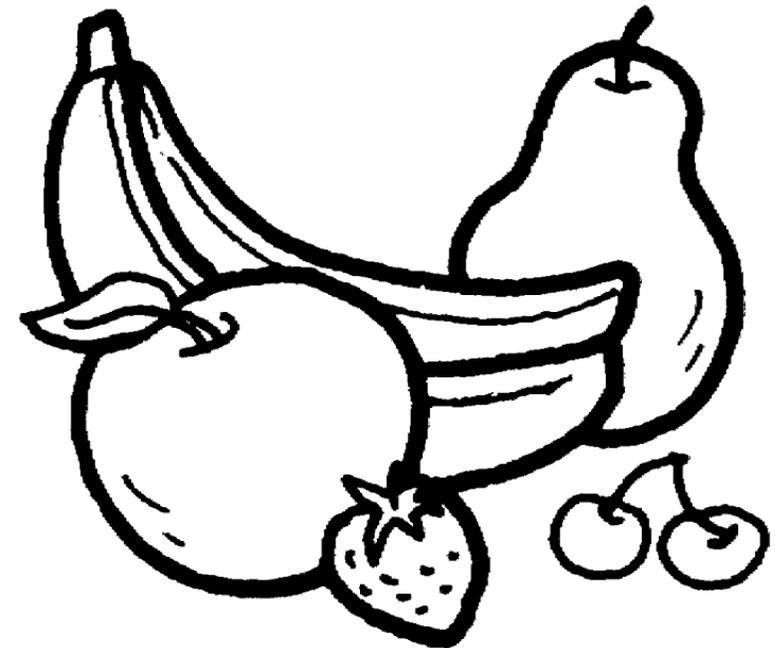
Each community residential setting should have someone designated to coordinate grocery shopping and meal preparation; however it is important to understand how nutritious meals are planned. For example there may be times when a substitution must be made, being familiar with the guidelines will help you make the best substitution.



Snacks

Snacks may be a source of calories and nutrients. They may be a planned part of the cycle menu or served occasionally at other times. Snacks should be low in fat and high in fiber or supply other nutrients or fluid necessary for good health. Factors to be considered in planning.

- ▶ The type of Snacks for the individual are determined on: Individual nutrient needs
- ▶ Food guide Pyramid / Dietary Guidelines Dental Health
- ▶ Chewing ability
- ▶ General health
- ▶ Examples of nutritious snacks and fluids are:
 - ▶ Low- fat cheese and whole wheat crackers
 - ▶ Graham crackers and low- fat milk
 - ▶ Low- fat yogurt with fresh fruit
 - ▶ Fresh vegetables and low- fat dip



Nutrition Related Issues



Changes in Appetite or Weight

A change in food intake or weight may be one of the first signs of illness or of a change in health status. Food acceptance and weight can also be altered due to changes in mental or emotional health, medication side effects, changes in environment, limited access to foods, or over-indulgence. Occasional fluctuations in appetite, or refusal of a meal or food may be normal, however, if foods from one or more food groups are consistently refused, a registered dietitian should be notified. A significant change in weight should be reported to the appropriate health care providers. Taking and recording weights regularly and accurately is an important part of monitoring a person's health.

Individual's Emotional Health

Persons with short-term or chronic mental disorders are at increased risk for nutrition related programs. They may not be able to prepare or eat adequate meals for themselves due to:

- ▶ Limited Motivation
- ▶ Poor Judgement
- ▶ Limited education
- ▶ Low income
- ▶ Inadequate living environment
- ▶ Limited social support
- ▶ Lack of independent living skills
- ▶ Unusual eating habits and behaviors
- ▶ Medication side effects
- ▶ Substance abuse

Individual's Emotional Health

These factors may worsen or promote health conditions, such as poor malnutrition, extreme weight changes, ulcers or diabetes. When these conditions occur along with a mental health disorder, they may be more difficult to control. Individuals with mental disorders require ongoing monitoring of care, teaching, and support. Emphasizing nutritional care as part of daily activities, will improve quality of life by maintaining health reducing complications of chronic disease and improve opportunities for independent living.



Swallowing Issues

Persons with chewing or swallowing difficulties (dysphagia) may be or may become malnourished if they are unable to take inadequate food or liquids. They may be at risk for choking or aspiration - that is food, liquid, or other materials entering the airway or lungs, instead of the stomach.

- ▶ Some signs of Dysphagia or chewing and swallowing issues are:
- ▶ Gagging or coughing or after eating or drinking
- ▶ Swallowing one bite many times
- ▶ A gurgled or "wet" sound in g voice
- ▶ Drooling
- ▶ Food Pocketing, or food remaining in the mouth or throat after eating
- ▶ Breathing difficulties during eating or drinking
- ▶ Unexplained weight loss
- ▶ Unexplained fever
- ▶ Excessive movement of tongue , mouth, or head while eating or drinking

Evaluation

If a person shows signs of chewing or swallowing problems, an evaluation by a speech therapist, occupational therapist, and registered dietitian is needed. A video fluoroscopy (x-ray of swallowing) may also be done in a hospital or other health care facility. Recommendations will be made after the evaluation for specific ways the individual needs to eat and drink.

- ▶ Recommendations May Include:
- ▶ The use of adaptive eating aids
- ▶ Positioning , or ways to sit while eating or drinking
- ▶ The best type of food consistency
- ▶ Whether liquids should be altered to make them thicker

Medications and Food



How Medicine May Affect Food

Medications may affect the way food is used by the body; food can affect the action of the medication; or the medication may interfere with one's ability to eat. It is important to know whether the medication should be given with or without food. Follow the physician's and pharmacist's instructions and observe for any possible side effects. Report any unusual symptoms to the appropriate health professional and ask questions if you need more information.

Common Side Effects

- ▶ Loss of appetite
- ▶ Dry mouth
- ▶ Constipation
- ▶ Increased appetite
- ▶ Nausea and vomiting
- ▶ If a physician-prescribed modified diet has been ordered consult with a registered dietitian or physician before implementing any dietary changes.



Dietary Fiber

What is Fiber?

Fiber is usually defined as the part of the plant material of foods we eat that is resistant to action by the digestive enzymes of the small intestine .

Fiber cannot be digested or broken down and absorbed by the body.

How does Fiber Work?

As fiber passes through the intestine a l system, it works like a sponge attracting water. Fiber expands and holds water, resulting in a bulkier, softer a stool that is more easily passed

Why is Dietary Fiber Important?

An adequate intake of fiber helps maintain regular bowel elimination. Fiber in take may need to be increase d in certain conditions, such as constipation diverticulosis, and irritable bowel syndrome. Some studies show fiber may act as a protective mechanism against some cancers.

Fiber may also help lower blood cholesterol levels and may control blood sugar.

How to Increase Fiber Intake

So called "health foods," "special foods," or fiber supplements are not necessary. Daily intake of fiber can be increased by including two or more serving of the following foods at each meal.

- ▶ **Breads:** Choose products made from unrefined bran, whole wheat, buckwheat, rye, pumpernickel or cracked wheat. Read the ingredient label on store-bought baked goods. Look for whole wheat flour listed as the first or second ingredient, not just wheat flour.
- ▶ **Cereal and Grains:** Eating a high-fiber cereal at breakfast is an easy way to increase fiber intake. Examples are: All Bran, Bran Buds, Bran Flake, Raisin Bran. High fiber grains include wild rice, brown rice, corn meal, millet, etc.
- ▶ **Fruits:** When preparing fresh fruits, leave edible skins whenever possible. Dried fruit such as figs, raisins, prunes, apricots and dates are good fiber sources. Add fruit to breakfast cereals, muffins, breads, or pancakes.

How to Increase Fiber Intake cont.....

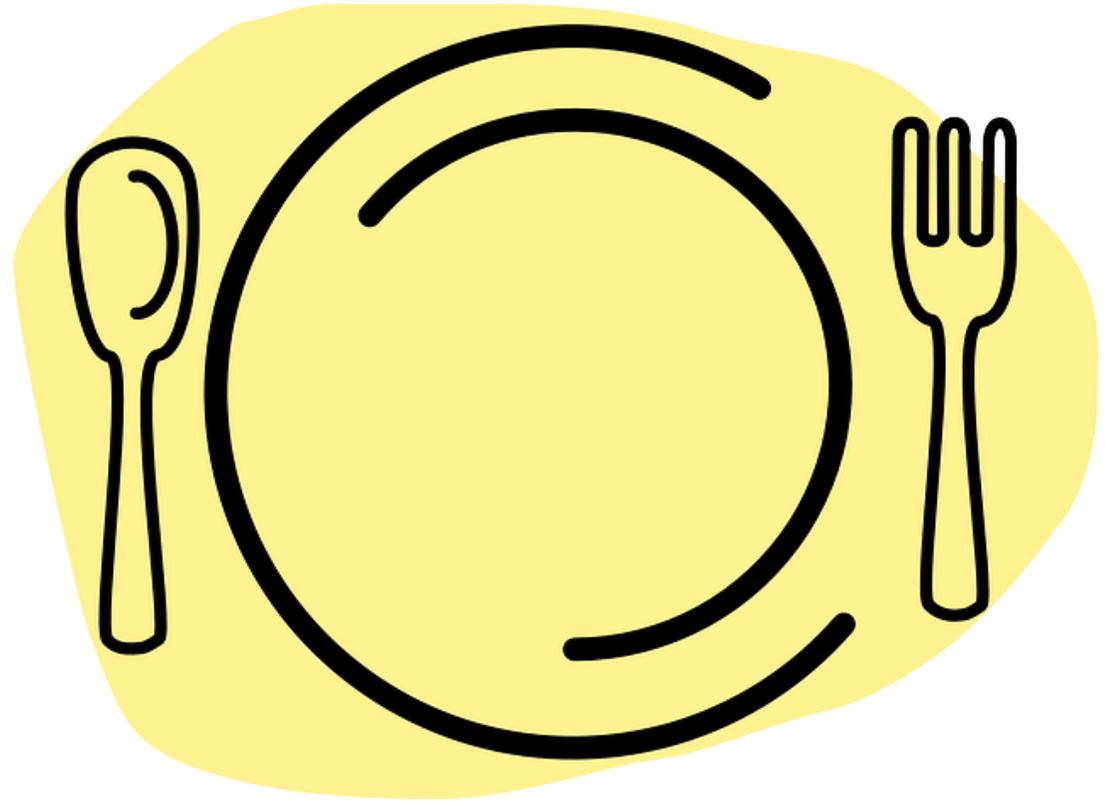
- ▶ **Vegetables:** Vegetables rich in fiber area: broccoli, Brussel sprouts, carrots, corn, parsnips, peas, potatoes with skin, and spinach . When preparing vegetables, leave on edible skin whenever possible and avoid overcooking vegetables.
- ▶ **Dried Peas and Beans:** Soybeans, red beans, black eye peas, lentils, white beans, and split peas are examples.
- ▶ **Fluid Intake:** For Fiber to work in the body, adequate fluid must be available. Plain water is fine, but any liquids will except those with caffeine. Caffeine increases excretion of water from the body. Healthy adults should aim for a total fluid intake of at least half their body weight in pounds. For example, someone weighing 150 lbs would need to consume 75fl oz of water per day.

Modified Diet

Modified diets may be ordered to treat medical or chronic health conditions. A physician will write the appropriate diet order. There must be a written diet order before making a change or alteration in food intake. A registered dietitian or physician will provide specific information about the diet.

A modified diet is part of the individual service plan. Foods used in day programs and activities must be coordinated with the modified diet. The registered dietitian can help identify appropriate snacks.

Mealtimes



Preparing For Mealtime

Prior to every meal hands should be washed. Food should be served within 15 minutes after removing from the stove, oven or refrigerator. Food heated in the microwave may develop "hot spots" or excessively high temperatures. Use caution when serving to avoid burns.

Reasons why food should be served within 15 minutes:

- ▶ Food Safety: Food kept too long at room temperature provides ideal growing conditions for food-borne bacteria that can cause illness.
- ▶ Hot food may cool down and not be as acceptable.
- ▶ Cold food may warm to room temperature and not be as enjoyable.

(If an individual eats slowly, it may be necessary to re-heat food after approximately 20 minutes. Or, give only a portion of the food at one time. Keep the rest of the food in the refrigerator.)

Food Reinforcers/ Rewards

Food is enjoyed by most people and is frequently used as a reward. Use of food rewards/reinforcers should be reviewed by the interdisciplinary team. Certain foods may not be appropriate for people with diet restrictions. Other reasons why a food reward may not be appropriate:

- ▶ A person with a special/modified diet may not be allowed food between meals.
- ▶ A person on a special/modified diet may not be allowed certain types of food {example: person on a low-sodium diet should not have salted popcorn}
- ▶ A reward given directly before a meal may interfere with mealtime appetite.

Food Safety



Bacteria are present everywhere- in the air, in our food, on our hands, mouth, and skin, on animals and insects, on land and in the water. Most of the time, these bacteria are not present in large enough quantities to be harmful, but when they are in or on food, they can multiply quickly and cause food-borne illness, or food poisoning . Food-borne illness can be very serious- even fatal. Individuals who are elderly, have chronic health conditions or are poorly nourished are more likely to be severely affected.

Symptoms of Food-Borne Illness



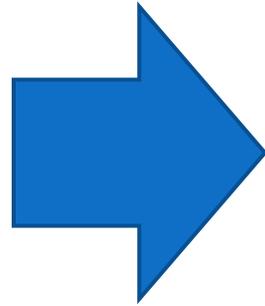
There are several different kinds of bacteria that can cause food-borne illness. The symptoms, however, are usually similar and include:

- ▶ Severe abdominal cramps
- ▶ Diarrhea
- ▶ Nausea
- ▶ Vomiting
- ▶ These symptoms can appear anywhere from 30 minutes to 2 weeks after eating contaminated food, but most often, people get sick within 4-48 hours. Sometimes it's not easy to tell if the symptoms were caused by food poisoning or another illness.

REMEMBER: If nausea, vomiting, diarrhea or cramps occur, notify a health professional immediately!

Preventing Food-Borne Illness

The most common food-borne illnesses are caused by improper handling of during shipping, storing, preparing and serving food. If food becomes contaminated with bacteria through coughing or sneezing, through drainage from open cuts or sores, or through soiled hands, bacteria may have time to multiply before the food is eaten. The large number of bacteria is then capable of causing illness.



THREE VERY IMPORTANT WAYS TO HELP REDUCE THE RISK OF FOOD-BORNE ILLNESS:

- ▶ Handle Food Safely
- ▶ Maintain Proper Food Temperatures
- ▶ Wash Hands Frequently

Handle Food Safely

Food that are more likely to cause food-borne illness if not handled properly are: meats, poultry, gravies, eggs, milk, custards, stuffing, fish and selfish, cream sauces, mixed dishes containing any of these foods.

To reduce the risk of contaminated foods:

- ▶ Wash and sanitize utensils, counters, cutting boards. Wash hands thoroughly before and immediately after handling these items.
- ▶ Always use a sanitizes cutting board and knife for preparing foods that will not be cooked.
- ▶ Avoid eating foods containing raw or undercooked eggs because they are frequently contaminated with salmonella bacteria.
- ▶ Discard foods portioned in serving bowls for family-style meal service and which remained on the table during the meal. These foods have been contaminated.

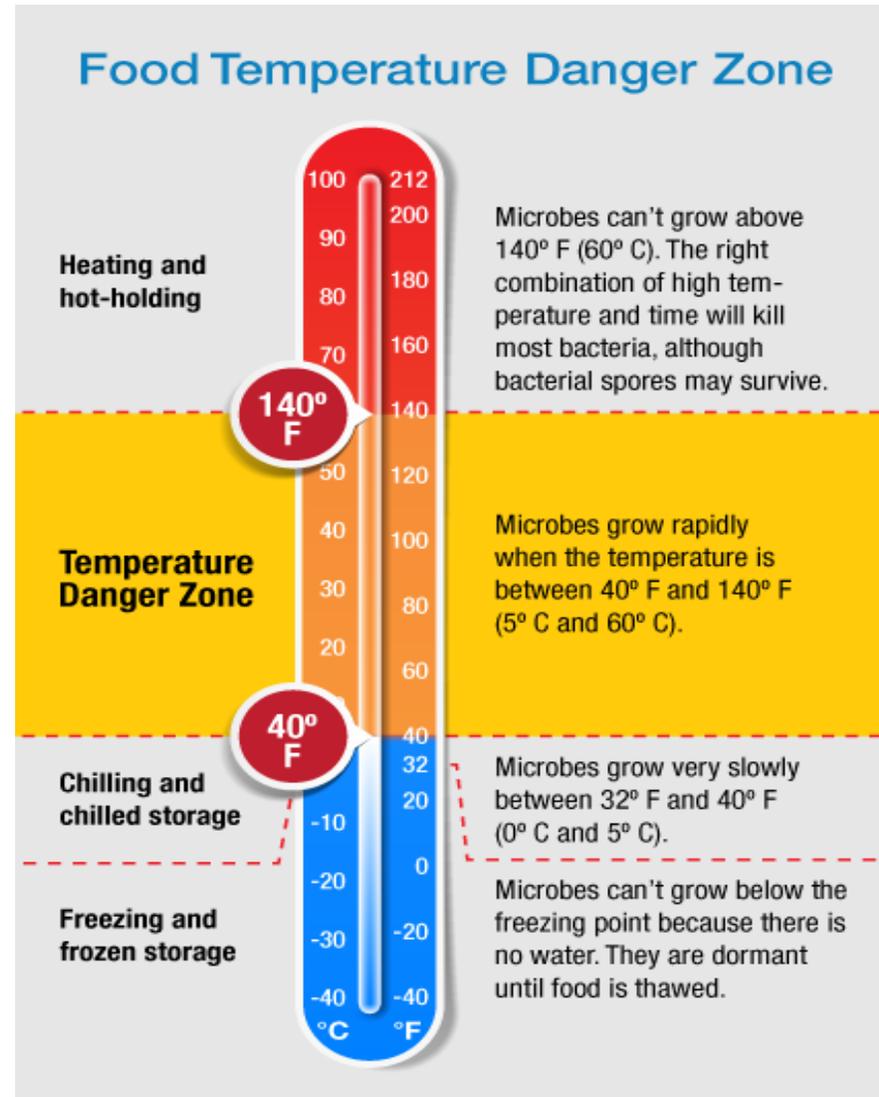
Maintain Proper Food Temperatures

Bacteria need warm temperatures to multiply in food. The DANGER ZONE for bacteria to grow is 40 degrees Fahrenheit to 140 degrees Fahrenheit. Room temperature is within the DANGER ZONE. When foods are being prepared for a meal, they will be exposed to these temperatures. It is important to limit the time food is at room temperature during preparation. Through all stages of shipping, food storage, preparation and service, food should be maintained at temperatures either above or below the DANGER ZONE as much as possible.

To help maintain safe food temperatures:

- ▶ When shopping, buy cold food last. Take it straight home and refrigerate it immediately. Never leave food in a hot car.
- ▶ Check the temperature of the refrigerator and freezer frequently to ensure foods are cold enough: below 40 degrees for a refrigerator, and 0 degrees for a freezer.
- ▶ Thaw foods in the refrigerator or in the microwave just before preparation. DO NOT thaw foods on the kitchen counter or in the sink. The thawing process usually takes 24-48 hours in the refrigerator.
- ▶ Prepare foods as close to mealtime as possible .
- ▶ Cook foods thoroughly to kill harmful bacteria .
- ▶ If necessary, hold food above 140 degrees Fahrenheit until serving time by keeping it covered or in the oven .
- ▶ Portion food just prior to service. Serve within 15 minutes.
- ▶ Return extra portions of hot food to a source of heat until the meal is over.
- ▶ Divide large amounts of leftovers into small, shallow containers for quick cooling. Cover, label and date all leftovers and immediately.
- ▶ Keep cold foods refrigerated at 40 degrees Fahrenheit or lower until just prior to the meal. Once food is portioned, return extra food to the refrigerator.

Critical Temperatures for Food



Safe Cupboard and Pantry Storage

- ▶ Storage areas should be clean and dry.
- ▶ Maintain a temperature of approximately 70 degrees Fahrenheit to retain texture, color and nutrients.
- ▶ Avoid storing dry goods in cabinets over the range, near the dishwasher, by the refrigerator, and other areas with high humidity/temperatures. Warm temperatures (above room temperature) and high humidity increase the rate of food spoilage. Garages and basements are not recommended for food storage.
- ▶ Store opened packages (example: cereal, pasta) in tightly-closed containers or plastic bags to prevent insect infestation. Periodically check food packages for signs of infestation: presence of living or dead insects, holes or tears in packaging, and rodent droppings. Discard packages if signs of infestation are present.
- ▶ Inspect canned food periodically for signs of spoilage, such as rust or bulges. Throw any leaky cans away. Cans with dents on the side seam or on the rim seam at the top or bottom of the can should be discarded. **DO NOT TASTE FOOD IF SPOILAGE IS SUSPECTED!**
- ▶ Store pet foods and all poisonous or toxic supplies, including cleaning materials, away from food supplies.
- ▶ Keep all food off the floor.
- ▶ Avoid food storage in cupboards with exposed pipes or openings, such as under the sink.

Abbreviations Frequently Used in Recipes



tsp - teaspoon

Tsp - tablespoon

c - cup

Pt - pint

Qt - quart

Gal - gallon

Oz - ounce

Fl. Oz. - fluid ounce

lbs - pound

Individualizing Food Intake

- ▶ Some individuals with physical limitations may need adaptive eating equipment.
- ▶ Some people need their food chopped, ground, or pureed because of chewing/swallowing disorders.
- ▶ Some people need a special diet for weight reduction, diabetes, heart disease or other health problems.
- ▶ Some people may need their fluids thickened due to the swallowing restrictions.
- ▶ Some people with physical disabilities need to be positioned properly to help them eat.

Meals as Learning Tools

Staff should serve as role models for individuals during meals. When staff set a good example, individuals can learn good manners and eating habits. Meal times also offer the opportunity to develop skills.

Socialization

- Encourage individuals to interact by serving family-style meals.
- Role modeling: staff interacting with individuals and other staff.
- Encourage food-related activities outside of the home.

Skill Development

- Staff model the appropriate way to eat
- Individualized meal-time programs to teach utensil use and table manners.

Developing positive attitudes about food/eating

- Expose a variety of different foods and eating experiences.
- Encourages to assist in meal preparation and menu planning
- Provides a pleasant meal-time environment (attractive place setting, soft music, etc.)

Community Integration

- Take individuals to a restaurant for a meal
- Attend community activities that involve food.

Measuring Utensils

Measuring by number involves simply counting the items (example: 2 eggs)

Measuring by volume means measuring amount of space an ingredient occupies. To measure dry foods use measuring cups and measuring spoons specific for dry measuring. To measure liquids, use a measuring cup.

Measuring by weight involves ounces and pounds.

4oz = $\frac{1}{4}$ pound

8oz = $\frac{1}{2}$ pound

16oz = 1 pound

When weighing on a food scale, place empty container that will hold the ingredients on the scale and set scale at 0, then place ingredients in the container until the scale indicates the desired weight.

Measuring by Equivalents:

1 Tablespoon = 3 teaspoons

2 tablespoons = 1 fluid ounce

16 Tablespoons = 8 fl. Oz = 1 cup = $\frac{1}{2}$ pint

16 fl. Oz = 2 cups = 1 pint

32 fl. Oz = 4 cups = 1 quart

4 quarts = 1 gallon

Microwave Safety

General Guidelines:

- ▶ Be sure to keep oven clean, including door seal
- ▶ Do not operate oven if damaged- especially if door does not close.
- ▶ Consult operating manual so you understand how to cook foods safely
- ▶ Use only microwave safe dishes , utensils and paper products.
- ▶ After heating a dish with a tight-fitting lid or plastic wrap, be sure to remove lid or wrap carefully and away from you to prevent steam burns. Paper towels and wax paper are acceptable covers that do not cause steam build up.
- ▶ Only make popcorn in special microwave poppers or use "microwave popcorn" open bags carefully to prevent steam burns.
- ▶ Always monitor cooking times carefully to avoid fires.
- ▶ Never microwave eggs in a shell. Always pierce the membrane around the yolk of eggs when poaching them in a dish
- ▶ Never put a narrow- necked bottle, opener closed as the bottle may shatter
- ▶ Pierce the skin of vegetables and fruits, this allows steam to escape and prevents explosions
- ▶ Foods heated in a microwave may develop "hot spots" or excessively high temperatures. Use caution when handling and serving microwave foods to avoid a burn.
- ▶ Do not cook in plastic storage bags unless labeled otherwise.
- ▶ Clean and sanitize after each use.
- ▶ Do not use metal in the microwave

Safety in the Kitchen

General Guidelines:

- ▶ Provide a place for everything; keep everything in that place.
- ▶ Close cabinet doors and drawers immediately after use .
- ▶ Provide good lighting for kitchen and dining areas.
- ▶ Be sure hair is controlled and secure loose clothing. Always wear shoes in the kitchen.
- ▶ Keep floor clean and dry. It should be free of grease, wet spots and all loose objects.
- ▶ Use dustpan and broom to sweep up pieces of broken glass or dishware. Then use a damp paper towel to pick up slivers. Never use bare hands or fingers to pick up broken glass or dishware. Wrap broken glass or dishware in several layers of paper before discarding the trash.
- ▶ A cutting board should always be used for cutting. Never cut on the countertop or other surfaces not intended for cutting. Paring and cutting in the palms of the hand is a dangerous practice.
- ▶ Always pick up knife by the handle. Cut down with a knife on a cutting board; never cut toward the hand, body or someone else. If the knife starts falling, don't grab it- move out the way.
- ▶ Wash knives immediately- keep them visible. Store knives in a rack; never leave them in a sink of water, loose in a drawer or on a work surface where they may be covered by food or equipment. Keep knives sharpened - dull blades tend to slip . Carry knives and other sharp pointed tools with the tip down and wrapped in cloth or paper.
- ▶ Use knives for cutting food only. It is unsafe to use them for other tools, such as can opener, screwdriver, or serving utensil.
- ▶ Keep fingers, hands, spoons and spatulas away from moving parts of mixers, food grinders, blenders and food processors. Be sure to wait until an appliance, including toasters, unless they are unplugged.

Safety in the Kitchen cont.....

- ▶ Be sure handles of cooking utensils are not turned to the front of the stove or over burners, where elbows or arms could spill foods onto the stove or floor.
- ▶ Tip covers of pans away from you so steam can escape without burning you. Handle hot pans and utensils with DRY potholders
- ▶ Stand to the side when lighting gas stoves , oven, or outdoor grills. Turn off all burners and ovens when cooking is completed.
- ▶ Keep vents, stoves and ovens grease -free to prevent fires.
- ▶ Hands and floor must be dry when using electrical appliances. Appliances should be unplugged before cleaning and when not in use. Remember to grasp the plug, not the cord, when unplugging an appliance from the outlet.
- ▶ Keep electrical switches, plugs and outlets in good repair. Do not use extension cords. Report all broken or defective equipment. Do not use broken or defective equipment until it is repaired or replaced.
- ▶ Lift properly. Lift using your legs and not with your back muscles. Ask for help in lifting heavy loads.
- ▶ Use a sturdy stool or step ladder to stand on; Do not use a chair .
- ▶ Store pet food , cleaning supplies, poisons and detergents separate from food. If possible, they should be stored below eye level in a locked cabinet. Leave these items in their original containers. If you must transfer to another container, label the new containers completely and accurately with contents and directions for use. Never mix cleaning products together.
- ▶ Follow the direction on the container when using cleaning solutions
- ▶ Concentration what you are doing; watch for and correct unsafe conditions.

Garbage and Trash

Garbage and trash should be kept in a covered leak-proof non-absorbent container. Garbage and trash should be removed from the kitchen daily. Containers should be cleaned and sanitized at least weekly. If plastic trash bags are not used , containers should be cleaned and sanitized daily.

Dishwashing

Use of an automatic dishwasher is recommended for dishes, flatware, cups, glasses, utensils and adaptive eating devices. Follow manufacture's directions for dishwasher use. Use the sanitizing cycle and heated drying cycle. Use chlorinated detergent specifically made for dishwashers. If an automatic dishwasher is not available, a hand dishwashing procedure that will clean and sanitize must be followed.

1. Scrape and rinse glassware, utensils and dishware free of food debris.
2. Clean sinks and dishpans.
3. Fill sink with hot water and dish detergent.
4. WASH glassware, utensils and dishware in hot, sudsy water using a clean dishcloth. Change water as often as necessary to keep water clean and grease-free (Do not use a sponge or sponge-type pad to wash dishes.)
5. RINSE glassware, utensils and dishware in clear hot water.
6. SANITIZE Glassware, utensils and dishware:
 - Fill sink or dishpan with water at temperatures between 75 degrees Fahrenheit and 110 degrees Fahrenheit. For each gallon of water add 1 ½ teaspoons liquid chlorine bleach
 - Completely immerse glassware, utensils and dishware in bleach and water for ONE MINUTE
 - Remove glassware, utensils and dishware from bleach and water, and place on rack to drain
7. AIR DRY. Do not towel dry. Towel drying is not allowed because towels and handling re-contaminate surfaces.

Recipes and Meal Preparation

- ▶ Definition: a recipe contains a list of ingredients and the instructions that guide you through the preparation to produce foods that are consistent in quality, quantity and nutritive value.
- ▶ A cookbook and/or recipe file is essential.
- ▶ Measure ingredients accurately.
- ▶ Always cook at the recommended temperature, do not try to speed up the cooking process. This often results in foods that are overcooked on the outside and under cooked on the inside.

Documentation

Use a menu substitution record form or document changes directly on the menu



Substitutions

- ▶ Menus should be reviewed in advance by the designated food service person and/or manager.
- ▶ There may be occasions when substitutions must be made for menu items.
- ▶ When changes are made, the nutritional adequacy of the meal must be maintained, approved and documented.

Food Preparation



- ▶ Understanding basic nutrition, menus, shopping, safe food handling and storage techniques make cooking easier, and ensure a nutritious, appetizing meal.
- ▶ Before starting to prepare a meal, review the menu and recipes for the meal to determine the order in which tasks need to be completed. Gather all ingredients and equipment before beginning.

What's on the Label

The label on food packages tells you what is inside the package. The picture on the label shows what the product looks like. The Food and Drug Administration and the U.S. Department of Agriculture regulate food labeling laws. Some of the information required for all food labels includes:

- ▶ Common name of the product
- ▶ Form of the product
- ▶ Name and address of the manufacturer
- ▶ List of ingredients
- ▶ Nutrition information

Nutrition information is given for a "serving" of the food. A label will tell how calories, and how many grams of fat, protein and carbohydrates, are in one "serving". Sometimes, the serving size is different than the amount eaten. When this is the case, the nutrition information must be adjusted and accurate. The label also describes the percent of specific vitamins and minerals contained in the food.

Nutrition Facts

Serving Size 1 slice (47g)
Servings Per Container 6

Amount Per Serving

	% Daily Value*
Calories 160	Calories from Fat 90
Total Fat 10g	15%
Saturated Fat 2.5g	11%
Trans Fat 2g	
Cholesterol 0mg	0%
Sodium 300mg	12%
Total Carb 15g	5%
Dietary Fiber less than 1g	3%
Sugars 1g	
Protein 3g	
Vitamin A 0%	Vitamin C 4%
Calcium 45%	Iron 6%
Thiamin 8%	Riboflavin 8%
Niacin 8%	

*Percent Daily Values are based on a 2,000 calorie diet. Your daily values may be higher or lower depending on your calorie needs.

Start here (points to Serving Size)

Check the total calories per serving (points to Calories 160)

Limit these nutrients (points to Total Fat, Saturated Fat, Trans Fat, Cholesterol, Sodium, Total Carb)

Get enough of these nutrients (points to Dietary Fiber, Sugars, Protein, Vitamins)

Quick Guide to % Daily Value:
5% or less is low
20% or more is high

Shopping

Shopping for groceries is a challenging assignment for community residential setting staff. The food needed to prepare meals according to the cycle menu must be purchased on a regular schedule to ensure quality and freshness. Limited availability of foods due to season or price may require menu adjustments. Shopping trips also give individuals in community residential settings an opportunity to learn independent living skills.



Preparing the Shopping List

- ▶ The shopping list is a complete list of foods compiled from the cycle menu and recipes. Food for one week is usually purchased at one time. A list helps to remember all the products needed and saves time in the store.
- ▶ Steps to preparing the shopping list include:
 1. Review the menu for the week and all the recipes.
 2. List all foods and ingredients needed to prepare all the meals.
 3. Think about individual likes and dislikes and make substitutions, if necessary.
 4. Confirm the amount of food to purchase by checking whether some foods are already present. For example, if the shopping list calls for three cans of tomato soup and there is one can in the cupboard, then only two cans need to be purchased. Checking food and supplies already available helps eliminate over-buying, keeps food costs down and decreases food waste.
 5. Organize your list by similar foods. Adapt the list to the layout of the store where shopping is usually done.
 6. When a cycle menu is followed, shopping lists written for each week of the cycle can be reused to save time writing a new list each week. It will still be necessary to check the food supplies already on hand.
- ▶ To help guarantee freshness, quality, and be safe for human consumption, foods must be clean and free from spoilage. Damaged packages and dented or rusty cans should never be purchased.

Proper Handwashing

The single most important factor of safe food handling is the control of bacteria through handwashing. Bacteria hitch rides on insects, animals and humans, and then transfer to food. Washing hands thoroughly and frequently can reduce the spread of bacteria.



The Menu

weekly menu planner
week of Oct. 16th - Oct. 22nd

	breakfast:	lunch:	dinner:
monday:	PE & J Mini Bagels	Chicken Soup	Pork Roast Sandwiches
tuesday:	Cereal Milk	Chicken Nuggets Mac & Cheese	Tuna Salad
wednesday:	Chocolate Chip Muffins	BLT Pita Dockets	Quesadillas
thursday:	Strawberry Stuffed French Toast	Ham Sandwich	Sausage Rice w/ Salad
friday:	Cinnamon Toast, OJ	Bagel Pizzas	Bacon, Eggs, Toast
saturday:	omeletes in a bag	Fruit Kebabs	Sub Sandwiches
sunday:	Bacon, Sausages	Grilled Cheese & Ham	Homemade BBQ Chicken Pizza

notes:

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- ▶ Review the menu and recipes in advance to help organize and prioritize tasks needed to complete a meal.
- ▶ Check to make sure all needed items are available if all items are not available, a substitution may be necessary (see next section).
- ▶ Check menu one to two days in advance to remove freezer items and allow for thawing in the refrigerator and allow adequate time for preparing all food items on a menu. NOTE: thaw frozen items in the refrigerator and not the counter.

How to Make Substitutions

Identify the menu items to be changed. For combination dishes, refer to recipe and substitute all major ingredients.

Check previous day and next day meals to avoid serving the same food two days or two meals in a row.

Using a substitution guideline (see example or alternate guidelines provided by your registered dietitian), identify the food group to which the menu items belongs.

If an individual is on a modified or prescribed diet, follow instructions provided by the registered dietitian.

To use the sample substitution guideline, select a substitute from within the same food group. Choose foods as similar to the original as possible. Items should be of similar texture, color, preparation, and serving temperature.

If specific foods/recipes are consistently rejected by individuals, requiring constant substitution, notify the registered dietitian and request a menu evaluation.

Organization Preparation According to Time

Identify foods that need to be prepared in advance
(IE. Gelatins)

Identify length of time needs for cooking each item.

Time preparation of each food item so cooking is
completed just before meal is served.

Food should be prepared early in the day and
“kept warm” on the back of the stove or oven.

Kitchen Clean-Up

Thorough and regular cleaning of the kitchen and equipment is important to protect against food contamination and pest infestation. Cleaning is the removal of soil from a surface where it does not belong. Sanitizing is the removal of harmful bacteria. To be properly sanitized, surfaces must be cleaned before the sanitizing solution can be applied. All surfaces and utensils used in food preparation must be cleaned and sanitized before meal preparation. A solution of household liquid chlorine bleach and water is the most common and least expensive method of sanitizing these surfaces. Other commercial products may be acceptable, but directions must be carefully followed.

Counters and Tables

To clean counters and tabletops:

- ▶ Clean surfaces using warm water and liquid dish detergent and a clean dishcloth.
- ▶ Rinse soap residue off with clear water.
- ▶ Spray or wipe with chlorine bleach and water solution:
 - ▶ $\frac{1}{4}$ tsp bleach in 1 pint water
 - ▶ $\frac{1}{2}$ tsp bleach in 1 quart water
 - ▶ $1 \frac{1}{2}$ tsp bleach in 1 gallon water
- ▶ Allow surfaces to air dry.
- ▶ Make fresh bleach and water solution daily.

General Cleaning

A general cleaning schedule, detailed list of cleaning procedures, and list of acceptable cleaning products should be available and followed. Make sure all appliances, equipment, windows, sinks, walls, doors, floor, and kitchen storage areas are kept in a clean and sanitary manner.



Measuring

- ▶ A crucial step when following a recipe is to measure ingredients accurately with appropriate measuring utensils.
- ▶ If care is not taken to measure accurately, quality consistency and nutritional content will suffer.
- ▶ Ingredients are measured by number, volume and weight.

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