

DATE:	MARCH 25, 2016
NUMBER:	K.5
SUBJECT:	ADVANCED PREPARATION OF MENUS AND MEAL QUALITY
RELATED SECTIONS:	K.1 , K.3 , K.7

PURPOSE

To identify and provide advanced preparation of menus and meal quality.

POLICY

Menus used by the Food Services Division (FSD) shall be planned, dated, and available for review at least one (1) month in advance. A file of tested standardized recipes, adjusted to a yield appropriate for the size of the facility, shall be maintained on the premises of the Central Production Center (CPC) at the East Mesa Detention Complex.

PROCEDURE

I. ADVANCED PREPARATION OF MENUS

- A. At least a four (4) week master menu cycle shall be developed by the FSD manager. Menu selections shall be based on the Recommended Dietary Allowances of the Food and Nutrition Board of the National Research Council and CAC Title 15.
- B. Following the completion of the menu analysis by the FSD dietitian and approved by the FSD manager, the menu shall be posted and utilized by the FSD supervisors to prepare meals for a designated period of time. Any substitutions made in the preparation of meals shall be noted on the meal preparation worksheet and menu and shall be of equal nutritional value.
- C. A file of tested and standardized recipes shall be maintained in the CPC.

II. MEAL QUALITY

The FSD manager shall:

- A. Incorporate into the four (4) week cycle master menu meals that are flavorful, palatable, and appealing in appearance.
- B. The FSD dietitian shall provide a complete menu analysis whenever the menu is reviewed for nutritional certification.
- C. It is the responsibility of the FSD supervisor or designee at each detention facility to review the quality of each meal prepared for service, and to remove any items that fail to meet flavor, palatability, or appearance of FSD standards.