

POLICIES AND PROCEDURES MANUAL

KEYSTONE COMMUNITY RESOURCES, INC.

KEYSTONE INDEPENDENT LIVING, INC.



Policy Title:
Nutrition

Chapter:

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SCOPE:

- Chapter 6400 – Community Homes For Individuals With Mental Retardation

INTRODUCTION:

1. Food is basic necessity and provides us with nutrients essential for good health. Mealtimes are one of our greatest pleasures and can also be important social events. Meals in your facility should be served with this thought in mind so that residents experience the same pleasures of a well balance and attractively served meal.
2. As a staff member it is your responsibility to maintain high standards in all areas of food service by including residents in activities, taking into consideration their special needs, likes and dislikes as well as the season and availability of certain foods.
3. A number of guidelines have been set up to help plan a menu that will supply all of the needed nutrients. One of these is the Food Guide Pyramid. The Pyramid is an outline of what to eat each day. It's not a rigid prescription but a general guide. The Pyramid calls for eating a variety of foods to get needed nutrients and at the same time the right amount of calories to maintain a healthy weight.
4. **Milk group 2-3 Servings Daily** Whole, low fat, skim, or evaporated milk, buttermilk, and dry milk powder are part of this food group. Cheese, ice cream, ice milk and yogurt are also included. **Recommended daily amounts are:**
 - Children under 9 years 2-3 cups
 - Children 9-12 years 3 or more cups
 - Teenagers 4 or more cups
 - Adults 2 cups
 - Pregnant women 3 or more cups
 - Nursing Mothers 4 or more cups.
5. Milk used in cream soups, casseroles, custards, puddings and creamed dishes may be counted as part of the day's allowance.
6. Cheese, ice cream, ice milk and yogurt may replace part of the milk since they all contain calcium. For equal calcium value, substitute according to this list:
 - 1 ounce cheddar cheese = 2/3 cup milk

- ½ cup cottage cheese = 1/3 cup milk
 - ½ cup ice cream or ice milk = ¼ - 1/3 cup milk
 - 3 tablespoons nonfat dry milk powder = 1 cup milk
 - 1 cup yogurt = 1 cup milk
7. Milk and milk products are a good source of calcium and phosphorus for strong bones and teeth. They also provide protein and riboflavin. Whole milk contains Vitamin A and should be fortified with vitamin D. If low or skim milk products are used, they should be fortified with Vitamins A & D.
 8. **Vegetable-Fruit Group 5 or more Servings Daily** Vegetables and fruits vary widely in the amount of nutrients they contain. It is best to eat many different kinds. Those that are important sources of Vitamin A and C are especially recommended.
 9. For Vitamin A, choose one serving of dark green leafy or deep yellow vegetables and fruits every other day. Apricots, broccoli, cantaloupe, carrots, dark leafy greens (collards, spinach, etc.) pumpkin, sweet potatoes, and winter squash are a good source of this vitamin.
 10. Good sources of Vitamin C include: oranges, orange juice, grapefruit, grapefruit juice, cantaloupe, strawberries, broccoli, brussel sprouts and green and sweet red peppers. Choose at least one serving from these foods each day.
 11. Fair sources of Vitamin C include: tangerines, tomatoes, tomato juice, honeydew melon, watermelon, asparagus, cauliflower, kale, raw cabbage, spinach and potatoes cooked in the skin. Two servings of any of these equal one serving of a good source.
 12. Choose other servings each day from green beans, beets, cabbage, celery, corn, green peas, lettuce, potatoes, rhubarb, sauerkraut, summer squash, turnips, apples, bananas, cherries, grapes, peaches, pears, pineapple, plums, prunes, raisins, etc.
 13. A serving is: ½ cup cooked vegetables or fruit or a common portion size such as 1 medium apple, banana, or potato, ½ grapefruit, or ½ cup pure juice.
 14. Vegetables and fruits provide many minerals and vitamins, especially Vitamin A and C. They add color and variety to meals and fiber to aid elimination.
 15. **Meat Group 2-3 Servings Daily** Foods included in this group are: beef, veal, pork, lamb, eggs, fish, shellfish, poultry, sausage, lunch meats, and organ meats (liver, kidney, etc.).
 16. Certain food may be used in place of meat because of their high protein value. These include: Dried peas, dried beans, lentils, cheese, nuts, peanut butter, seeds (sunflower, sesame, etc.).
 17. A serving is: 2 to 3 ounces of cooked lean meat. Fish or poultry without bone, 2 frankfurters, 2 eggs, and 1 cup cooked dry peas, beans, or lentils, 4 tablespoons peanut butter, 2/3 ounces cheddar cheese, ½ cup cottage cheese.
 18. Meat, poultry, fish and beans are rich in protein, which is needed for growth and to repair body tissue. These foods also supply B-Vitamins, iron and other minerals.
 19. The protein in dry peas, beans, lentils, nuts and peanut butter is used more completely by the body if a complementary protein is eaten at the same meal. For example: dried peas and beans combined with milk, eggs, nuts seeds or cereal grains may be substituted for a serving of meat. These foods are generally lower in fat and cost less than meats.
 20. **Bread- Cereal Group 6-11 Servings Daily Foods** in this group are made with whole grains or are labeled “enriched” or “fortified”. They include: Bread and rolls, noodles, cornmeal, barley, muffins, biscuits and other baked goods made with whole grain or enriched flour, spaghetti, cooked ready to eat cereals, rice, grits and macaroni.
 21. A serving is: 1 slice of bread; 1 roll or biscuit; ½ to ¾ cup cooked cereal; ¾ to 1 cup ready-to-eat cereal; ½ to ¾ cup cooked macaroni, rice noodles or spaghetti.
 22. Breads and cereals that are whole-grain, enriched or fortified provide B-Vitamins such as thiamin, riboflavin, and niacin. In addition to iron and some protein, they also furnish energy.

Whole grain products provide extra fiber to aid elimination and are important sources of many minerals.

23. **Fats, Sweets and Alcohol** These are supplementary foods which are often used to add flavor and variety to the diet. They provide mostly calories and very few nutrients. They should not replace recommended servings from the four basic food groups. Use them sparingly: sugar, jelly, honey, molasses, syrup, candy, soft drinks, bacon, butter, margarine, and cream, cooking oil, salad dressing, un-enriched pasta, cereals, grain products, alcoholic beverages and salt pork. Use sparingly only in amounts which help you maintain your best weight for your height, age and body build. Sugars, especially if eaten between meals, help to cause tooth decay and gum disease. Limit your fat intake to 30% of your calories. Animal fats contain cholesterol and saturated fats which may promote heart disease. Excessive use of these foods can also result in gaining undesirable weight.
24. **Modified Diets** Some residents may have a condition for which a doctor has prescribed a diet. These diets are referred to as modified diets because the regular diet is changed or modified to meet the special needs of some residents. The resident, their family, and staff in every service setting must always be informed of the modified diet. The diet should always be explained to the resident so that (s) he knows what (s) he can and cannot have. Explaining the diet to staff and family members reduces the chance of the resident accidentally receiving foods (s) he should not have. The person who prepares and serves the food needs to be aware of special restrictions and methods of preparation. Following are descriptions of the most frequently ordered modified diets.
- **Weight Reduction Diet** Low calorie diets are often prescribed for residents who are overweight. Reduction diets are planned to achieve a weight appropriate to the person's body frame and state of health and are often combined with a program of moderate exercise.
 - **Diabetic Diet** This type of diet is prescribed to control diabetes by diet. The prescribed treatment of diabetes must be done individually and includes medical evaluation, dietary instruction to the resident, their family and staff, and follow up on a regular basis by a physician. There are many types of diabetic diets; the resident's physician will prescribe one to meet his/her special needs.
 - **High Fiber Diet** Constipation is condition in which a person has difficult or infrequent bowel movements. Residents experiencing constipation are often placed on a high residue diet. This diet is designed to increase the frequency of the bowel movements and to increase the softness of the stool. Added fiber or bulk is provided by this diet through the addition of raw and cooked vegetables and fruits, whole grain breads and cereals, a small amount of All Bran added to breakfast cereals. In addition, correction of constipation depends in large measure on establishing regularity in habits, i.e., eating, rest. Exercise, drinking water and elimination. Essentially this diet is a regular diet, but the fiber content is increased through the addition of whole grain bread and cereals, and fruits and vegetables.
 - **Clear Liquid Diet** The clear liquid diet is a diet that consists of clear fluids that leave little residue in the stomach, intestines, and bowels and are easily digested. This diet is used when a resident has an elevated temperature, and/or vomiting, or for diagnostic testing. The clear liquid diet is not nutritionally adequate, except for vitamin C and should be used only for short periods of time (24 to 48 hours). No milk or foods made with or from milk are allowed on this diet. Examples of food to include daily : Coffee, tea, carbonated beverages, no milk products, clear fruit juices such as apple, cranberry and fruit drinks, clear broth, consommé, bouillon, ices, popsicles, clear flavored gelatin, sugar, honey, corn syrup and salt.

- **Modified Diet used for Diarrhea** An abundant amount of fluids should be encouraged to replace body fluids lost. Ni milk or milk products should be used. Sample of allowed foods: Water, carbonated drinks, coffee, tea, white bread or toast, crackers, oatmeal – strained, cornflakes, rice flakes, puffed rice, macaroni, noodles, jello, cake, cookies, eggs – except fried, tender beef, veal, chicken, clear broth, white potatoes, sweets- sugar , jello, syrup, etc. in moderation.

DISCUSSION: