

CBHSSJB Nutrition Policy

October 2013

Why a Nutrition Policy?

- Eating is an important part of the concept of *Miyuupimaatisiun*

Why a Nutrition Policy?

The CBHSSJB:

- Mission is to provide health services
- Encourages other entities to commit and contribute to a healthy community environment
- Must lead by example by ensuring that we have a healthy food environment within our own organization

Why a Nutrition Policy?

- To bring a shared vision and understanding of what is a healthy food environment within the CBHSSJB
- To support decision making
 - Ex: what to serve? How to prepare? What type of kitchen equipment to purchase? etc.
- To optimize the food environment in our organization, while respecting the cultural preferences

The document presented today...

- Is the result of the work of many people
 - Great collaboration between all the CHB nutritionists
 - Many members of the personnel were consulted (directors, heads, and managers, public health colleagues, MSDC and hospital cooks, etc.)
- Thanks to all for their participation, without which it wouldn't have been possible

Nutrition Policy adopted...

- by the CBHSSJB Board of Directors on December 11th, 2012

Goal of the Nutrition Policy

- To ensure that the CBHSSJB provides nutritious, safe, tasty, attractive and culturally appropriate food in its foodservice establishments and during activities it organizes or funds

Where does the policy apply?

- Hospital, MSDC, CMC, Group homes, Reception centres, Home and Community Care Program (HCCP), Public health and administrative offices
- Meetings, trainings and conferences organized or funded by the CBHSSJB

What does the policy includes?

- Meals
- Snacks
- Vending machines
- Catering

To whom does it apply?

All clientele served by the CBHSSJB

- Patients, staff, visitors, activity participants,...

The 6 Foundations (main objectives)

- 1) Offer a variety of meals and snacks of high nutritional quality
- 2) Reduce impact on the environment
- 3) Provide foodservice settings that support healthy eating
- 4) Promote healthy eating habits
- 5) Provide training to staff and managers
- 6) Ensure the overall quality of food and drinks offered



In details...
objective by
objective

Obj. 1: Offer a variety of meals and snacks of high nutritional quality



«Meeyuumeechum»

Obj. 1: Offer a variety of meals and snacks of high nutritional quality

1. Provide meals and snacks based on the Food Guide*, with an emphasis on cultural food preferences
 - Ex: Use traditional recipes and cooking methods
2. Provide meals and snacks that respect the principles of quantity and variety from the Food Guide*, according to age and gender
 - Ex: Plan meals based on the Plate Method
3. Promote the use of healthy fat (mono and polyunsaturated fats)
 - Ex: Use vegetable oils in recipes

* Eating Well with Canada's Food Guide - First Nations, Inuit and Métis

Obj. 1: Offer a variety of meals and snacks of high nutritional quality

4. Provide foods that are low in saturated fat and limit trans fat to a minimum
 - Ex: Avoid fried foods
5. Provide foods that are high in dietary fibre
 - Ex: Offer a variety of whole grain products (bread, pasta,...)
6. Provide food and drinks that are low in sodium(salt)
 - Ex: Choose lower sodium varieties of products (crackers, vegetable juice, soup and sauce, ...)

Obj. 1: Offer a variety of meals and snacks of high nutritional quality

7. Encourage water and milk consumption

- Ex: Ensure availability of water fountains or pitchers at all times

8. Limit food and drinks with added sugars

- Ex: Favour homemade recipes with little added sugar

9. Offer meals adapted to individual needs

- Ex: diabetes, high blood pressure, high cholesterol, malnutrition, food allergies,...

Traditional food project

- Traditional food is important for objective 1
- In the process of renewing the MAPAQ agreement for service of traditional food at the Chisasibi Hospital
 - Caribou, small furbearing animals, terrestrial and aquatic birds
- In the near future, we hope to:
 - Expand agreement to other CHB foodservices
- In the meantime:
 - Fish, berries and labrador tea can be served
 - Don't need agreement

Obj. 2: Reduce impact on the environment



Obj. 2: Reduce impact on the environment

1. Reduce the production of waste

- Ex: Plan menus ahead and use standardized recipes

2. Minimize environmental impact from food purchase to food service

- Ex: Purchase local products

Obj. 3: Provide foodservice settings that support healthy eating



Obj. 3: Provide foodservice settings that support healthy eating

1. Ensure dining areas promote healthy eating in a pleasant atmosphere
 - Ex: Dining area layout provides easy access to nutritious foods
2. Ensure foodservice establishments are equipped to prepare and serve nutritious food
 - Ex: Equipment is available to prepare a variety of nutritious foods and maintain them at adequate temperature

**Eat healthy!
Live healthy!**
רעיון רעיון

Vegetables
 • 2 or more different kinds
 • Fill half your plate with vegetables

Protein
 One of these:
 • Fried meat
 • Fish
 • Skinless chicken
 • Peanut butter
 • Eggs

Starch
 One of these:
 • Whole wheat Bannock
 • Whole wheat bread
 • Potato
 • Whole wheat pasta
 • Brown rice

1 fruit or berries
 Use fruit or berries for the 1st fruit

Milk or water
 Use milk or water for the 1st drink

Make your plate look like this...
 Use 1/2 cup of fruit or berries for the 1st fruit

Let's try it!
 רעיון רעיון

Let's try it!
 רעיון רעיון

Let's try it!
 רעיון רעיון

Obj. 4: Promote healthy eating habits

1. Promote healthy eating habits that respect cultural food preferences

- Ex: Serve local fish and berries

2. Raise awareness about the importance of the Nutrition Policy

- Ex: Inform all CBHSSJB personnel of the existence of the Nutrition Policy and its procedures

Obj. 5: Provide training to staff & managers



Obj. 5: Provide training to staff & managers

1. Ensure initial and ongoing training of staff and managers
 - Ex: Safe handling of foods, healthy eating, food allergies and individual needs of clientele, procedures of the Nutrition Policy,...

Obj. 6: Ensure the overall quality of food and drinks offered



Obj. 6: Ensure the overall quality of food and drinks offered

1. Consider the nutritional quality of food and drinks when ordering
 - Ex: Establish purchasing standards that include nutritional criteria
2. Monitor overall quality of foods from storage to meal service
 - Ex: Establish procedures to ensure food safety measures are followed and quality of food is assessed

Food safety and hygiene

- Important to ensure quality and safety of food served
- Staff and managers must be trained (law)
- Tools
 - *Equipment temperature log*
 - *Food safety and hygiene checklist*



Implementation

Shared roles and responsibilities

- ◉ Regional & local committees need to be formed to
 - ◉ Develop an implementation plan
 - ◉ Oversee the implementation of the Policy
 - ◉ Evaluate the implementation process
- ◉ All staff and managers of the CBHSSJB are responsible for its application and enforcement

Implementation of the policy

Local level

Board of directors requested the creation of local implementation committees

- ◉ Suggested composition
 - ◉ Managers, cook, nutritionist, CHR
- ◉ Roles
 - ◉ Develop and oversee local implementation plan
 - ◉ Evaluate implementation process

Implementation of the policy

Regional level

Regional committee & working group

- Suggested composition
 - PPRO foodservices or PH nutritionist, 1 representative of Pimuehteheu, 1 representative of Miyupimaatisiun, 1 member of Traditional food committee
- Roles
 - Offer local training : Initial and ongoing (2 to 3 times a year)
 - Offer phone support
 - Develop tools (*Ex: Equipment temperature log, Food safety and hygiene checklist, Recipes cards*)
 - Share Nutrition Policy & tools on webpage: www.creehealth.org
 - Evaluate implementation process and report annually

How to apply the policy?

- Procedures are detailed in Annex A
 - Not an exhaustive list
 - Serve as guidelines (may be adapted on special occasions)
- However, individual dietary needs and nutrition care plans must always be respected even if they differ from the Nutrition Policy
- Tools
 - *Nutrition Policy checklist for managers*
 - *Food safety and hygiene checklist*

Evaluation

Ongoing evaluation of the implementation **process**

- Data collection through
 - Onsite training sessions (PH team members) (2-3x/year)
 - Local managers/committee members (monthly?)
- Evaluation tools
 - *Nutrition Policy checklist for managers*
 - *Comments of the clientele*
 - *Training evaluation form*
- Annual progress report
- Adjustment of implementation plan according to evaluation

MEEGWENCH ☺



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Tools

Tool 1: Managers' checklist



Ministère de la Santé et des Services sociaux
Ministry of Health and Social Services

Nutrition Policy checklist for managers

Community:	CHS/SB Foodservice establishments:	Always	Most times	Sometimes	Never
<input type="checkbox"/> Hospital	<input type="checkbox"/> Group Home				
<input type="checkbox"/> MSDC	<input type="checkbox"/> Reception Centre				
Objective 3: Offer a variety of meals and snacks of high nutritional quality					
Each meal served includes foods from the 4 food groups (Vegetables & Fruits, Grain Products, Milk & Alternatives, Meat & Alternatives)					
Meals served are tasty					
Meals served are attractive					
Menus are planned according to clientele needs/age/preferences					
Options are proposed to accommodate personal preferences					
Serving sizes are adapted to clientele					
Meals are based on the Plate Method					
A variety of foods from each food group is offered					
Recipes containing sesame, nuts, peanuts, peanut butter and nut or sesame oil are clearly identified					
Vegetable oils used					
Non-hydrogenated margarine is used/served					
Lard and/or shortening are used*					
Fried foods are served*					
Processed meats are served* (Bologna, bacon, corned beef, hot dogs, pepperoni, sausages, etc.)					
Processed foods, commercial meals or snacks are served* (French fries, French fries, chips, pizza, etc.)					
Commercial pastries or mixes are served* (Donuts, Danish, commercial muffins, cookies, cakes, etc.)					
Whole grain products are offered (Whole grain pasta, rice, breads, cereals, etc.)					
Part of the white flour is substituted by whole wheat flour in recipes					
Water or milk is provided at each meal/snack					
Sweet drinks are served* (Fruit-flavor drinks, fruit punch, grapefruit, soft drinks, ice tea, sports drinks, hot chocolate, etc.)					
Salted crackers, vegetable juice, soup or sauce bases, soy sauce are served*					
Fresh or frozen vegetables are served more often than canned					
Desserts or snacks containing fruits or dairy are served					
Meals are adapted to individual needs (Diabetes, food allergy, cholesterol, renal disease, food allergies, chewing and swallowing, etc.)					
Objective 3: Reduce impact on the environment					
Menu is planned ahead					
Menu is adjusted to seasonal availability (Local fish and berries in summer, apples from Quebec in the fall, etc.)					
Recipes are standardized					
Standardized recipes are used					
Meals are prepared according to needs, to avoid leftovers or waste					
Foods with less packaging are purchased when available					
Food packages are recycled					
Food scraps/waste are composted					
Foods are purchased locally when available (Strawberries or corn from Quebec instead of US)					
Tap water is used/served instead of bottled water					
Meals are served in reusable dishes					

*These types of food should be avoided in food establishments of the CHS/SB



Ministère de la Santé et des Services sociaux
Ministry of Health and Social Services

Nutrition Policy checklist for managers

Objective 3: Provide foodservice settings that support healthy eating	Always	Most times	Sometimes	Never
Kitchen is clean				
Kitchen is safe				
Equipments to maintain, prepare and serve food are available (Fridge, freezer, stove, oven, heating tools, etc.)				
Equipments to maintain, prepare and serve food are functional (Fridge, freezer, stove, oven, heating tools, etc.)				
Dining area is adequate for the needs of clientele (Wheelchair or visitor access)				
Enough time is allowed for meals/snacks, considering the needs of clientele				
Meals occur in a pleasant atmosphere				
Adaptive eating utensils and dishes are available when needed				
Objective 4: Promote healthy eating habits				
Personnel has been informed of the existence of the Nutrition Policy				
Personnel has been informed of the procedures related to the Nutrition Policy				
Foodservice settings and personnel promote healthy eating (Labels, examples, encourage clientele to choose nutritious foods, promote new recipes, etc.)				
Meals served respect cultural food preferences (Traditional recipes, local fish and berries, traditional meals where agreement with MAIAD applies)				
Menu is posted ahead for clientele				
Objective 5: Provide training to staff and managers	Yes	No	Date of training:	
All personnel received training in food safety and hygiene				
All personnel received training in nutrition (Human Policy and its procedures, healthy eating, individual dietary needs, food allergies)				
All personnel received kitchen training (Menu planning, cooking, pre-cooking, serving, etc.)				
New personnel received training upon arrival				
Objective 6: Ensure the overall quality of food and drinks offered				
An ordering list is used for purchasing foods				
Nutritional and quality criteria/specifications are included to the ordering list				
Quality of food is inspected upon reception				
Quality of food served is controlled daily (Meat, food storage temperature, separate raw meat/fish from cooked foods, taste, smell and measure temperature before serving, etc.)				
Procedures are in place to ensure food safety (Refer to hygiene checklist)				
Clientele satisfaction is measured regularly (Refer to Clientele Satisfaction questionnaire)				
Average number of meals served per day:	Total number of meals served per month:			
Comments (improvements or issues)				
This month we will work on improving...				
Manager's signature:				Date:

At the end of each month, please fax this form to: (418) 929-2364

Tool 2: Equipment temperature log



Council of the City of Toronto
COUNCIL OF THE CITY OF TORONTO
City Board of Health and Social Services of Toronto

EQUIPMENT TEMPERATURE LOG

MONTH/YEAR _____

_____ Walk-in Freezer _____ Walk-in Fridge _____ Counter top Fridge
_____ Household Fridge _____ Household Freezer _____ Other (Specify)

Date	9:00 AM	1:00 PM	3:00 PM	Date	9:00 AM	1:00 PM	3:00 PM
1				17			
2				18			
3				19			
4				20			
5				21			
6				22			
7				23			
8				24			
9				25			
10				26			
11				27			
12				28			
13				29			
14				30			
15				31			
16							

NOTE:

Safe Fridge temperatures are between 0°C to 4°C (32°F to 39.2°F).

Safe Freezer temperatures are -18°C or colder (-4°F or colder).

ATTENTION: If the equipment temperature is not in the proper range then your Manager and the Material Resources Department **MUST** be called **IMMEDIATELY**.

Tools 3: Number of meals served



Department of Health and Human Services
 1000 10th Avenue, Suite 1000
 Denver, Colorado 80202

NUMBER OF MEALS SERVED

Community: _____

Foodservice establishment: ☐ Hospital ☐ MSOC ☐ Group Home ☐ Reception Centre

MONTH/YEAR: _____

Day	Number of meals served				Total per day
	Clients	Employees	Visitors (if applicable)	Meals on wheels (if applicable)	
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					
23					
24					
25					
26					
27					
28					
29					
30					
31					

Total number of meals served in a month: _____

Tool 4: Menu templates




Council of Chiefs of the Northwest Territories and Nunavut
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Cree Board of Health and Social Services of James Bay

Menu

Week: 1 2 3 4

Season: Fall Summer Winter

	MONDAY	WEDNESDAY	FRIDAY
BREAKFAST			
SNACK			
LUNCH			
SNACK			
SUPPER			
PREPARATION FOR NEXT DAY			

 Council Of the Chiefs of the Four Nations
+Sik'a ts'ar'a-daa aash'Ch'at
Grand Council of Health and Social Services of James Bay