

POLICY AND PROCEDURES

NUMBER: 1002

SUBJECT: Dietary Allowances and Evaluations

ACA STANDARDS: 4-ALDF-4A-07, 08

DIRECTOR: Herbert Bernsen

EFFECTIVE DATE: 4/1/86 REVISION DATE: 3/1/90, 9/97,
3/00, 10/01, 11/13



I. POLICY

The St. Louis County Department of Justice Services shall ensure that inmates are provided three (3) substantial, wholesome and nutritious meals daily, that meet or exceed national recommended food allowances.

II. RESPONSIBILITIES

All St. Louis County Department of Justice Services' Food Service Manager and Food Service staff are responsible for the following procedures.

III. PROCEDURES

A. Dietary Allowances Food Service shall provide each inmate with the following specified food servings per day:

1. Three (3) or more servings per day of meat or protein. A serving of meat or protein is defined as:
 - a. Two (2) ounces cooked, (equivalent to three or four ounces raw) of any meat without bone, such as beef, lamb, poultry and variety meats such as liver and kidney.
 - b. Four (4) tablespoons peanut butter or two (2) ounces peanuts.
 - c. Two eggs.

1. Prepare a master cycle menu from a standardized approved format with provisions for availability of foods.
2. Prepare weekly menus following the master cycle utilizing standardized recipes.
3. Develop special diets at three (3) calorie levels with sodium reduction (4-5 grams) which can be adjusted or modified from the master cycle menu for diabetic, low-sodium, pregnancy, religious and adolescent needs. (See Policy #1003 Special/Religious Diets)
4. Ensure that all menus, including special/religious diets are planned, dated and available at least one (1) week in advance.
5. Ensure that any substitutions in actual meals served are of equal nutritional value and recorded.
6. Maintain a file of tested recipes adjusted to a yield appropriate to inmate population within the Food Service Manager's office.
7. Ensure that menus are not repetitious by day or week and represent the sampling of the four food groups.
8. Ensure menus contain adequate amounts of carbohydrates and proteins in proportions recommended for a healthful diet.

C. Menu Evaluations

1. The Food Service Manager shall conduct at least quarterly menu evaluations to determine adherence to nationally recommended allowances for basic nutrition.
2. The Food Service Manager shall approve and sign all menus every six (6) weeks.
3. The nutritional adequacy of the menu system shall be reviewed annually by a Department of Health's registered nutritionist.
4. Any dietary deficiencies found shall be corrected and documented by the Department of Health's nutritionist and forwarded to the Food Service Manager for review.
5. A file shall be maintained of the Department of Health's Nutritionist's reviews in the Food Service Manager's office.