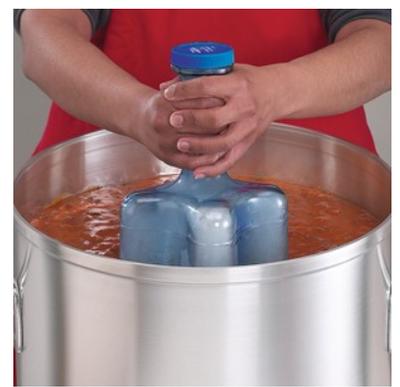




In-Service Training

**Tray Accuracy, Portion Control,
Heating, Holding and Cooling Foods Correctly**



LESSON PLAN

INTRODUCTION

Timely and accurate delivery of nourishing meals is a basic function of the Dietary Department at most medical facilities. The key to making this happen is delivery of each tray as ordered and provision of proper portions. A meal tray providing the wrong food items could affect the health of a patient, and a tray providing too little or too much food (incorrect portions) could result in unexpected consequences.

Foodborne illness or disease carried to people through food is a threat to any food service establishment. Heating, cooling and holding foods at the proper temperatures is important to avoiding foodborne illness.

Kitchen staff should know the correct temperatures for handling of hot and cold foods. Allowing food to stay in the danger zone will increase the chances of a foodborne illness outbreak in a facility.

OBJECTIVE

As a result of this session, the foodservice worker will know:

- Three reasons why accurate meal trays are important within a facility
- Four benefits of accurate portion control in a facility
- The temperature that is the danger zone
- The safe internal temperatures for cooking chicken and ground beef
- The proper temperature for cold food storage and hot food holding

OUTLINE

- I. Importance of tray accuracy and portion control to the patient.
- II. Importance of portion control to the food service operation.
- III. How to assure tray accuracy and correct portion control.
- IV. Food kept in the temperature danger zone for too long can allow bacteria to grow.
- V. Keep aware of the danger zone during meal preparation and food service delivery.
- VI. Keeping food out of the danger zone.
- VII. Kitchen staff should know the proper temperatures for food storage.
- VIII. Kitchen staff should cook foods to the proper temperatures.
- IX. Kitchen staff should hold hot foods correctly.
- X. Foods that are cooled should cool to 41 degrees F or less.

I. Importance of tray accuracy/portion control to the patient:

- A diet is prescribed by a doctor or dietitian for a specific medical condition (eg, renal diet for pre-dialysis patients).
- The doctor or dietitian assume the diet is served as ordered.
- Tray errors may affect the treatment of a patient's medical condition.
- Tray errors may affect a patient's medical outcome.
- Too much or too little food can result in unplanned weight loss or weight gain.
- Tray errors on patients with texture modifications could result in aspiration, pneumonia and/or death.
- Patients will get confused if they see inconsistencies on their trays from meal to meal or day to day.
- Patients will compare what they received to what others receive and notice if it is different.
- Inaccurate trays can result in citations from regulatory agencies.

II: Importance of portion control to the food service operation:

- Serving too little can result in leftover food.
- Serving too much can result in running out of food.
- Serving too much can result in higher than necessary food costs.
- Inaccurate portions can result in citations from regulatory agencies.

III. How to assure tray accuracy and correct portion control:

- Ask for clarification from medical staff if you have any questions about a diet order.
- Read the menu carefully, and provide the portions that are outlined on the menu for each regular and therapeutic diet.
- Know which size of scoops to use for each food item.
- Read diet cards carefully for diet order, food likes and dislikes, texture modification, and supplemental nutrition.

IV. Food kept in the temperature danger zone for too long can allow bacteria to grow, causing foodborne illness:

- Foodborne illnesses vary from mild to severe, and can even result in death.
- Foodborne illness symptoms vary, but typically include nausea, vomiting, and diarrhea.
- The danger zone is between 41 degrees F and 135 degrees F.
- Room temperature is considered to be within the danger zone.

V. Keep aware of the danger zone during meal preparation and food service delivery:

- Anything that is not refrigerated, frozen, or heated to 135 degrees F is in the danger zone.
- As you prepare your meals in the kitchen, food that is sitting out on the counters are in the danger zone.
- Food that sit on the serving line that are not properly heated or cooled can fall into the danger zone.
- Foods that sit on a delivery cart can cool down and fall into the danger zone.

VI. Keeping foods out of the danger zone:

- Refrigerate or freeze stock as soon as possible after arriving at the facility.
- During food preparation, keep small amounts of foods at room temperature as needed; refrigerate the remainder.
- Work quickly and accurately during meal preparation, so foods are not in the danger zone for long periods of time.
- Don't leave cold foods such as meats, produce, or dairy foods sitting on the counter while you take your break.

VII: Kitchen staff should know the proper temperatures for food storage:

- Refrigerator– 41 degrees F or less
- Freezer– 0 degrees F or less
- Dry storage– Between 50 degrees F and 70 degrees F

VIII: Kitchen staff should cook foods to the proper temperatures:

- Foods have different cooking temperatures.
- Staff should know four key temperatures:
 - a. Poultry (whole or ground) - 165 degrees F
 - b. Ground beef– 155 degrees F
 - c. Roast of pork, beef, veal or lamb– 145 degrees F
 - d. Eggs– 145 degrees F
 - e. Seafood– 145 degrees F

IX: Kitchen staff should hold hot foods correctly:

- Serve foods as quickly as possible after cooking, limiting hold time by preparing foods in small batches, if possible.
- Check the internal temperature during holding, making sure hot foods are at least 135 degrees F during the holding process.
- Know that holding foods at a higher temperature is safe, but this may affect the food quality.

X: Foods that are cooled should be cooled to 41 degrees or less:

- Cool to 70 degrees F in 2 hours, and to 41 degrees F within an additional 4 hours.
- Place foods in shallow containers for faster cooling.
- Place foods in the freezer or blast chiller to speed up the cooling process.
- Surround foods with ice (creating an ice bath) to help speed the cooling process.
- If you question whether or not a food has been cooled safely, do not use it.

ACTIVITY

Get volunteers to participate in this activity. Have them use spoons, spoodles, and 1/2 cup scoops to measure dried beans. Measure from the spoon, spoodle and scoops. Note the consistency or lack thereof between the amounts.

Post-Test:

Name: _____

TRUE OR FALSE

- | | | |
|---|------|-------|
| 1. Providing too small of portions could result in weight gain for a resident. | TRUE | FALSE |
| 2. Providing accurate meal trays is part of the mission of the Dietary Dept. of a facility. | TRUE | FALSE |
| 3. Hold hot foods at 165 degrees F. | TRUE | FALSE |
| 4. Keep freezer temperatures at 0 degrees F or lower. | TRUE | FALSE |
| 5. Chicken should be cooked to an internal temperature of 135 degrees F. | TRUE | FALSE |

MULTIPLE CHOICE

6. All of the following are reason for providing accurate trays except:
- | | |
|--|---|
| A. The meal tray should follow the diet as ordered by the doctor or dietitian. | C. The patient might not like the diet that is ordered and requests foods that are not on the diet order. |
| B. The patient might get confused if the tray they receive is not consistent. | D. All of the above |
7. Which statement about portion control is not true?
- | | |
|---|--|
| A. Poor portion control can affect food cost. | C. Keeping portions consistent can help keep patients satisfied |
| B. Poor portion control can result in too many leftovers. | D. Portion control only matters if a patient has a weight problem. |
8. The temperature danger zone is:
- | | |
|---------------------|---------------------|
| A. 41-135 degrees F | C. 45-95 degrees F |
| B. 41-140 degrees F | D. 45-125 degrees F |
9. Foodborne illness can result from:
- | | |
|---|---|
| A. Foods not stored in the right temperature. | C. Food that stays in the danger zone too long. |
| B. Food not cooked to the right temperature. | D. All of the above |
10. Keep foods out of the danger zone by:
- | | |
|--|---|
| A. Refrigerating or freezing as soon as possible after delivery. | C. Don't allow cold foods to sit on the counter While taking a break. |
| B. Properly heating food while on the serving line. | D. All of the above |



Answers to Test Questions:

1. T
2. T
3. F
4. T
5. F
6. C
7. D
8. A
9. D
10. D

In-Service Attendance Form

Facility: _____

Instructor (s): _____

**TOPIC: Tray Accuracy, Portion Control,
Heating, Holding and Cooling Foods Correctly**

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Signature of Instructor / Date

