



MEAL PLANNING AND NUTRITION POLICY

Meal Planning

Purpose

To be used as a guidance document for staff in supporting service users in planning a wide choice of nutritious meals.

Procedure

1. Menus will be planned with service users taking into account the following information which will be recorded in the Service user's support plan:
 - 1.1 Service user's likes/dislikes. Sample menus will be discussed with the service user to identify these.
 - 1.2 If advised by health care staff, special diets will be provided.
 - 1.3 Religious or cultural dietary needs.
 - 1.4 Service user's special dietary needs.

2. Hot and Cold drinks together with snacks are available to service users at all times.

Importance of Good Nutrition

Purpose

To ensure staff have an understanding of nutrition and its importance in maintaining good health.

Importance of good nutrition

A well-balanced, nutritious diet helps maintain muscle and skin tissues. A good diet also promotes the healing of wounds and helps us cope with physical and emotional stress.

Nutrients

Your body needs a combination of six nutrients to satisfy all of its requirements.

- a. **Proteins** – are part of every body cell, and are essential for tissue growth and repair.
They help form antibodies, or chemicals that defend the body against disease.
Sources of Protein – Seafood, poultry, meat, eggs, milk, cheese, nuts, peas, dried beans, cereals, whole grain, and rice.

- b. **Carbohydrates** – supply the body with fuel for its energy needs, they also provide fibre, which is necessary for bowel movement. Carbohydrates can be divided into two basic types:
 - 1) *Complex carbohydrates*, which are found in foods such as bread, potatoes, rice, pasta, vegetables and fruits.
 - 2) *Simple carbohydrates*, found in foods such as sugar, sweets, syrups, and jellies. Simple carbohydrates do not have the same nutritional value as complex carbohydrates.

- c. **Fats** – help the body store energy and are an essential component of the body's cells. Saturated fat should be eaten in moderation, due to the risk of heart disease and obesity.
Examples of unsaturated fats - are oily fish, some vegetable oils and margarine.
Examples of Saturated fats – red meat, full-fat milk, and other dairy products.
- d. **Vitamins** – Vitamins A, D, E, and K are fat-soluble vitamins, meaning they are carried and stored in body fat. Vitamins B and C are water-soluble vitamins that are broken down by water in our bodies – See Table 1 which summarises the source and function of vitamins the body needs to stay healthy. Vitamin D is vital to maintain bone health, it is normally obtained via sunlight. Good dietary sources are – margarine, eggs and fatty fish.
- e. **Minerals - such** as zinc, iron, calcium, Selenium and magnesium assist with various chemical reactions within the body, they are found in many foods – See Table 2 which summarises the source and function of minerals the body needs.
- f. **Water** – because one-half to two-thirds of our body weight is water, we need approximately 6 to 8 glasses of water a day. Water is the most essential nutrient for life. Water assists in the digestion and absorption of food, as well as elimination of waste. Through perspiration, water also helps maintain normal body temperature. Maintaining fluid balance in our bodies is absolutely necessary for good health.

Table 1 – Source and Function of Essential Vitamins

Vitamin	Source (mg per 100g)	Function
Vitamin A	Lambs liver - 17300 Chicken liver - 9700 Liver pate - 7400 Cod liver oil - 1800 Butter - 887 Double cream - 654 Stilton Cheese, blue - 386 Eggs - 190	Assists with skin and eye development, keeps the skin healthy and helps the eyes adjust to dim light, helps the linings of the respiratory and digestive tracts resist infection.
Vitamin B1 or Thiamin	Quorn chunks - 36.6 Yeast extract – 4.1 Vegeburger,grilled - 2.4 Vegetable pate 2.1 Ready Brek, made up – 1.8 Sunflower seeds - 1.6 Special K – 1.3 Bacon rashers, back, grilled - 1.2 Bran flakes, Fruit'n Fibre – 1.0	It is needed to release the energy from carbohydrate foods and helps to ensure that the brain and nerves have adequate glucose for their needs.
Vitamin B2 or riboflavin	Yeast extract – 11.9 Lambs liver – 4.6 Shreddies - 2.2 Special K – 1.8 Weetabix – 1.5 Bran Flakes – 1.3 Cheddar Cheese – 0.5 Eggs – 0.5	Helps cells use oxygen, which allows them to release energy from food: important for protein and carbohydrate metabolism: needed for growth, healthy eyes, skin, and mucous membranes.

Vitamin B3 or Niacin	Yeast extract - 73 Special K - 73 Chicken breast, no skin - 22 Lambs liver - 21 Tuna canned in oil, drained - 21 Turkey, light meat, roast - 20 Ovaltine powder - 17 Mackerel,grilled - 13	Important for protein, carbohydrate and fat metabolism, appetite, and the functioning of the skin, tongue, nervous system, and digestive system: helps cells use oxygen for energy.
Vitamin C	Rosehip syrup - 295 Chilli peppers, red - 230 Blackcurrants, stewed - 225 Chilli peppers, green - 120 Spring greens, boiled - 77 Strawberries - 77 Kale, lightly boiled - 71 Brussels sprouts, lightly boiled - 60 Kiwi fruit - 59 Cabbage, red Oranges Broccoli, green or purple Grapefruit	Assists with healing wounds and building bones and teeth, holds cells together, strengthens the walls of blood vessels, and helps the body absorb iron.
Vitamin D	Cod liver oil - 210 Kipper fillet, baked - 25 Red salmon, can in brine – 23.1 Cod roe, fried in oil - 17 Herring fillet, grilled – 16.1 Pilchards, can in tom sauce - 14 Sardines, grilled – 12.3 Rainbow trout, grilled - 11 Margarine – 7.9 7.9 Tuna can in brine, drained - 4 Eggs – 1.8	Responsible for the body's absorption of the minerals calcium and phosphorus and contributes to the formation of healthy bones.

Table 2 – Source & Function of Essential Minerals

Mineral	Source (mg per 100g)	Function
Iron	Curry powder – 58.3 Ground ginger – 46.3 Special K – 13.3 Ready Brek – 13.2 Black pudding – 12.3 All Bran – 12.0 Lentils, green or brown – 11.1 Lambs liver – 7.5	Necessary for the red blood cells to carry oxygen; helps in the formation of enzymes.
Sodium	Salt - 39300 Chicken stock cubes - 16300 Salted dried cod - 7530 Soy sauce, light or dark - 7120 Tomato soup, dried - 3100 Bacon rashers, grilled - 2700 Parma ham - 2000 Smoked salmon - 2000	Important for maintaining fluid balance (helps the body retain water)

Zinc	Wheatgerm – 17.0 Calfs liver – 14.2 All bran – 6.7 Beefsteak – 6.0 Cashew nuts, plain – 5.9 Corned beef – 5.5 Lamb leg, roasted, lean – 5.2	It helps to keep skin healthy, helps wound healing, regulates the sense of taste, and is important for immune system strength.
Calcium	Poppy seeds - 1580 Parmesan cheese - 1200 Cheddar, reduced-fat - 840 Sardines canned in brine - 540 Muesli - 200 Low fat natural yoghurt - 190 Spinach - 170 Dairy vanilla ice-cream - 130	Important for the formation of teeth and bones, the clotting of blood, muscle contraction, and heart and nerve function.
Selenium	Brazil nuts, shelled - 1530 Mixed nuts and raisins - 170 Lamb's kidneys - 160 Dried Mushrooms - 110 Lentils, green or brown - 105 Tuna, canned in oil - 90 Lemon sole - 60 Tuna, fresh - 57 Wheat flour, wholemeal - 53	It is an antioxidant and, as such, helps to protect us from heart disease, some cancers and premature ageing.
Magnesium	Cocoa powder - 520 Brazil nuts, shelled - 410 Instant coffee - 330 Soya beans - 250 Licorice - 170 Hazelnuts and walnuts - 160 Shredded Wheat - 130	It works with calcium to maintain healthy bones; it helps to release energy and to absorb nutrients, as well as regulating temperature, nerves and muscle function. Adequate levels are important to maintain a healthy heart.

Food Guide – Aid to Planning Meals

Planning nutritious meals requires knowledge of the various food groups and the types of nutrients that are concentrated in each of them. Most foods contain several nutrients, but no one food contains all the nutrients that are necessary to maintain a healthy body. Therefore, it is important that we eat a daily diet that is well balanced, containing several foods selected from each of the following food groups.

- Grains, including cereals, bread, rice, and pasta
- Vegetables
- Fruits
- Dairy Products
- Fish, Poultry, Meat, Eggs, Pulses and Nuts
- Fats and oils
- Sweets

Grains – found in cereal, bread, rice, and pasta provide the foundation for a healthful diet. These foods, in addition to fruits and vegetables, are an excellent source of carbohydrates. It is recommended eating between six and eleven servings from the grain group each day. Examples of one serving include one slice of bread, one cup of dry cereal, or ½ cup of

cooked pasta or rice. When we eat more than our bodies' need of any type of carbohydrate, the excess is converted into fat and stored.

Foods containing complex carbohydrates take longer to break down; they provide longer lasting energy than foods containing simple carbohydrates. Whole grain foods, such as whole wheat breads, bran cereals, brown rice, and whole-wheat pastas, contain more complex carbohydrates than white breads, rice, pastas, and processed cereals. Whole grain foods also contain more vitamins, protein, and energy. Simple carbohydrates such as sugar, and foods made from processed flour and refined sugar, are poor sources of nutrients and energy.

Vegetables – are excellent sources of vitamins and fibre. Choose from green leafy vegetables, including lettuce, spinach, and kale; tomatoes, green beans, peas, corn, cabbage, cauliflower, broccoli, and other vegetables. Vegetable sources of vitamin C include brussel sprouts, green or red peppers, and broccoli. It is recommended eating three to five servings from the vegetable group each day. One serving from this group consists of $\frac{1}{2}$ cup of cooked or chopped vegetables or $\frac{3}{4}$ cup of vegetable juice.

Fruits – are good sources of complex carbohydrates, vitamins, and fibre. Fruits are one of the best sources of vitamin C, a nutrient we should eat each day. Good sources of vitamin C include oranges and orange juice, grapefruit and grapefruit juice and strawberries. It is recommended eating two to four servings from the fruit group each day. One serving from this group could include one medium sized apple, orange, pear, or banana; $\frac{1}{4}$ cup of juice; $\frac{1}{2}$ cup of canned fruit; or $\frac{1}{4}$ cup of raisins.

Dairy Products – Milk and milk products, such as cheese and yoghurt, are important sources of calcium, a nutrient needed for the development and maintenance of bones and teeth. Milk products also contain other minerals, protein, and vitamins. Because whole milk, cheese, and other products made with whole milk contain a lot of saturated fat, most adults should eat low-fat or non-fat milk and milk products. Adults are advised to have two to three servings from the dairy group each day. A serving of milk equals one cup. Other serving sizes from the dairy group include one cup of yoghurt, two cups of cottage cheese, 1 $\frac{1}{2}$ ounces of cheese. For Service Users who need an extra source of protein and nourishment, powdered skimmed milk can be mixed with milk rather than water for puddings and milk shakes.

Fish, Poultry, Meat, Eggs, Pulses, and Nuts – these foods provide protein, minerals, and vitamins. In addition, meat is a good source of iron. Lower fat choices from this group include most fish, chicken or turkey breast, lean cuts of meat, and dry beans. These are the best choices for most adults. It is recommended eating two to three servings from this group each day. One serving from this group equals three ounces of cooked meat, one egg, $\frac{1}{2}$ cup cooked dry beans, or $\frac{1}{2}$ cup of nuts.

Fats and Oils – Fats and oils help the body absorb fat-soluble vitamins. They also provide flavour and make us feel full. Fats are needed by the body in very small quantities. Most adults eat more fat than their bodies need. Fats contain more than twice as many calories per gram as carbohydrates or proteins. Excess fat is stored by the body as fatty tissue. The best kinds of fats to use in a healthy diet are vegetable oils, including olive oil, canola oil, and corn oil.

Sweets - Sweets including cakes, pies and ice cream, contain large quantities of fat and sugar and should be eaten sparingly. In general, sweets provide no nutritional value, and cause weight gain. It is safer for Service Users with diabetes to avoid eating sweets altogether.

Maintaining Fluid Balance

Fluid Balance

As long as they are not on fluid restrictions, all service users should be encouraged to drink six to eight glasses of water a day.

Dehydration

Dehydration occurs when a person does not have enough fluid in the body. People can become dehydrated not only from not drinking enough, but also if they are experiencing diarrhoea or vomiting:

Signs and symptoms of dehydration include the following:

- Coated tongue
- Flushed, dry skin
- Poor skin elasticity
- Decreased urine output
- Confusion and irritability
- Elevated body temperature
- Decrease or absence of tears and/or saliva

Fluid overload

Fluid overload occurs when the body is unable to handle the amount of fluid consumed. This condition often affects people with heart or kidney disease. Signs and symptoms of fluid overload include the following:

- Swelling of ankles, feet, fingers, hands
- Weight gain (daily weight gain of one to two pounds)
- Decreased urine output
- Shortness of breath
- Increase heart rate
- Skin that appears tight, smooth and shiny

If you suspect a service user is experiencing either dehydration or fluid overload, contact your supervisor immediately.

Cultural Diets

For service users whose beliefs are different from the majority of other service users, every effort will be made to understand and cater to their dietary needs. Below is a reference table showing the “Special Cultural Requirements”. During the initial assessment, sample menus will be discussed with the Service user, and their preferences noted.

Special Cultural Requirements

Culture	Dietary Preferences	Restrictions
Hindu	<ul style="list-style-type: none"> • Beef is never eaten • Cow's milk is acceptable • Many Hindus are vegetarian • Fasting is common, although fruit, salad without salt, and hot milk or tea are allowed. 	<ul style="list-style-type: none"> • Alcohol and tobacco are forbidden • May object to utensils that have been used to prepare meat or meat products. • Fasting on Ramanavami 1 day, Dushera 10 days, Karva Chauth 1 day
Sikhs	<ul style="list-style-type: none"> • Beef is never eaten • Dairy produce is important • Many Sikhs are vegetarian, but some can eat meat slaughtered following a rite called <i>Chakardi</i>. 	<ul style="list-style-type: none"> • Alcohol and tobacco are forbidden. Some Sikhs fast, they do not avoid all foods, but may reduce the quantity or variety of food eaten for one to two days per week.
Jewish	<ul style="list-style-type: none"> • Orthodox Jews avoid pork, bacon, ham, rabbit and shellfish. • Kosher meat (blessed by a Rabbi and killed in a certain way) is preferred. • Meat and poultry must not be served with dairy products. 	<ul style="list-style-type: none"> • Separate utensils must be used for dairy and meat products. • Three hours should elapse between eating meat and any dairy product. • Fasting on Yom Kippur (25 Hours) and food restrictions for Passover (8 days).
Islam	<ul style="list-style-type: none"> • Halal meat (From animals that have been ritually slaughtered according to Muslim Law) is eaten. • Muslims do not eat pork or meat from other carnivorous animals. 	<ul style="list-style-type: none"> • Alcohol and tobacco are forbidden. • Halal meat should be stored and cooked separately from other products. • Fasting during Ramadan (30 days) from dawn to dusk, and Shah-E-Barat (1 day) three weeks before Ramadan begins.
Chinese	<ul style="list-style-type: none"> • Believe that health is related to a balance of the body's physical elements (Tavism) 	<ul style="list-style-type: none"> • May think that cold food should not be eaten by an ill person or that an illness indicates a need to alter the diet.

Special Diets

Vegetarian Diet

Vegetarians do not eat meat or fish. The majority of vegetarians will eat some animal foods, such as dairy produce, but this will be clarified during the assessment stage. A vegetarian diet differs from a non-vegetarian diet in several ways;

A high level of fibre – The diet is more likely to contain meat alternatives, such as beans, pulses and grains, and will therefore be high in fibre.

A low level of saturated fat – Because of the absence of red meat in a vegetarian diet, the level of saturated fat content will be low.

Incomplete proteins – There will be a lack of complete proteins due to the absence of meat in the diet.

Vegan Diet

A person on a vegan diet does not eat meat or dairy products, but uses Soya and nut substitutes. Like vegetarians, vegans need to combine a range of plant foods in order to ensure that they are getting sufficient proteins. Due to the absence of certain foods from their diet, they may also need to take vitamin pill supplements; this will be discussed at the initial assessment stage and with their GP or nutritionist.

Diets for Health Problems

Certain types of illness and conditions can result in dietary restrictions. For example, someone with heart disease may have to reduce salt or fat intake, and a condition's such as diabetes may necessitate a controlled sugar intake. Professional advice will be taken to ensure any client who is suffering from a health problem receives the recommended diet.