

Making Menu Substitutions

Please be aware that making changes on your menu, whether just a one-time substitution or a permanent menu change, requires approval from your Consultant Dietitian. It is highly suggested that the Dining Services Manager discuss with their Consultant Dietitian the policy and procedure for how meal substitutes and menu changes are to be handled and documented.

When making a substitution or permanent menu change, the replacement food item(s) must be a food item(s) of the same nutritional equivalency as the item being substituted.

For example: Carrots, a high Vitamin A vegetable, must be replaced with another high Vitamin A source; fruit must be substituted with another fruit equivalent; 3 ounces of protein must be substituted with 3 ounces of protein, etc.

If you are unsure what constitutes a nutritionally equivalent substitute for an item, please contact your Consultant Dietitian or Health Technologies, Inc.

A log of substitutions must be kept on file, including what food item(s) was/were substituted, the date, reason for the substitution(s) and what new food item(s) was/were served. This log must be reviewed and signed off by the Consultant Dietitian during their regularly scheduled visit unless otherwise directed by corporate policies or your Consultant Dietitian. (Please see the blank Substitution Record Form).

When making permanent changes to the menu, the appropriate spread sheets must also be modified or new spread sheets created and approved by the Consulting Dietitian for those days reflecting the permanent menu changes. Additionally, new corresponding recipes for the new menu item(s) must be generated/obtained as well, including Dental Soft (Mechanical Soft) and Pureed recipes (if applicable).

