



*State of North Carolina
Department of Public Safety
Prisons*

Chapter: M
Section: .0500
Title: Menu Development
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POLICY AND PROCEDURE

.0501 POLICY

It is the policy of the North Carolina Department of Public Safety (NCDPS), Prisons that a cycle menu will be developed and served to all offenders. The cycle menu will include regular, therapeutic and religious menu accommodation meal patterns designed to meet the nutritional needs of the offender population. The menus will be written by Registered Dietitians who meet the qualifications of the Commission of Registration and are licensed to practice in North Carolina. Nutritional need determinations will be based on the Dietary Reference Intakes (DRI) established by the Food and Nutrition Board of the National Academy of Science.

.0502 CYCLE MENU

A five (5) week cycle menu will be developed, and will be available to facility food management staff via the web-based Food Management System (FMS). The regular, therapeutic and religious menu accommodation menus will be developed considering offender acceptability, solicited from Food Management staff, by the Dietitian Team of Food and Nutrition Management. Therapeutic and religious diet menus will be developed by the Region Dietitians. All menus will be developed considering food flavor, texture, temperature, appearance and palatability. All menus are analyzed at least annually for nutritional adequacy using the Food Management System (FMS).

.0503 MENU POSTING

A current menu printed from the Food Management System (FMS) must be posted in or near the dining room at each facility. The Posting Menu shall list breakfast, lunch, and dinner, and include the non-meat entree for each meal. The Posting Menu is the only menu that may be posted outside the food production area.

.0504 RECIPES

Standardized recipes are available in FMS for all prepared food on the menus. Recipe yields are based on each individual facility's census. FMS recipes must be followed in order to promote consistency throughout the system, achieve cost control and assure nutritional adequacy. Recipe revisions are not

authorized at the facility level.

.0505 SUBSTITUTIONS

In order to preserve consistency, quality and the nutritive value of the established menu, substitutions are discouraged. Substitutions are allowed if menu items are unavailable, if food items are contaminated or there is an equipment failure. All substitutions must be documented utilizing the FMS substitution screens. Substitution reports must be printed monthly and attached to the facility's monthly report. Substitutions are allowed to utilize USDA commodities when available. When substituting "like" foods must be exchanged (vegetable for a vegetable, fruit for a fruit, etc). Serving sizes must remain equivalent to the original serving size.

Substitutions are prohibited on the therapeutic diet or menu accommodation menus without prior approval from the region or clinical dietitian



Commissioner of Prisons

June 1, 2020
Date

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