# Facilitated Peer Networking Call Series:

## *Healthy Food Service Guidelines in Worksite and Community Settings*



## CDC Food Service Guidelines Work Group

November 18, 2014
1:00 - 2:30 pm Eastern Time

# Today's Topic:

# Food Service Guidelines (FSG): Assessment and Monitoring Implementation

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# Session Objectives

- Describe different methods to assess and monitor food and beverage environments

- Discuss your experiences using different tools

- Share tools and resources

# Assess the Current Food Service Environment

- ❑ **Food Service Environment Assessment**

- ❑ **Checklists for implementing FSG**

- ❑ **Nutrition Environment Audit tools**

# Food Service Assessment Tool

## Appendix B
## Sample Food Service Assessment Tool

This Food Service Assessment Tool can be tailored and used by state health departments and their partners to collect information about where food is served or sold in the agency and to assess the current status of food service guidelines and nutrition standards in places where food is served and sold. This tool has six categories of questions that address (1) agency background, (2) food service venues, (3) nutrition policies, standards, and practices in place, (4) authority over food services, (5) the contracting process, and 6) food environment and capacity.

This tool was partially adapted from the Assessment of Food Service Environments in County of Los Angeles Departments/Programs, a survey developed by the Division of Chronic Disease and Injury Prevention in the Los Angeles County Department of Public Health.

When the food service environment is assessed, it is important to engage procurement officers, food service staff, senior leadership, and work site wellness staff with knowledge and understanding of the agency's food procurement and food preparation practices, work site wellness programs, and nutrition policies.

# Food Service Assessment Tool

**3. Does your agency serve or sell food in cafeterias, vending machines, concession stands/snack bars, distributive meal programs, meals served to institutionalized populations, or hospital patient meals?**

❏ Yes  ❏ No  ❏ Don't know

**Please STOP if your answer to Question 3 is "No." Thank you for your willingness to participate! You do not need to complete the rest of this survey.**

**4. Which types of health promotion strategies does your agency engage in?** (check all that apply)

❏ Nutrition policies to increase the availability of healthier foods

❏ Health education (e.g., skills development and behavior change classes, awareness-building brochures, posters)

❏ Links to related employee services (e.g., referral to employee assistance programs)

❏ Integration of health promotion into your agency's culture (e.g., health promotion being part of mission statement)

❏ Employee screenings with adequate treatment and follow-up (e.g., health risk assessments, biometric screenings)

❏ Other (please specify): _____

❏ None

## Setting and Food Service Venues

This section of the tool may be used to capture information about the food service venues in your agency.

**1. Your agency's setting** (check all that apply)

❏ Work site

❏ Prison, probation camps or juvenile halls

❏ Assisted living/nursing home communities

❏ Parks and recreational facilities (e.g., baseball fields, golf courses, beaches)

❏ Distributive meal program (e.g., senior meals or after-school snack programs)

❏ Hospital patient meal service

❏ Community agency

❏ Other (please specify): _____

# Food Service Assessment Tool

**2. Which food service venue(s) does your agency use to sell or serve food?** (check all that apply)

**Sold:**
- ❏ Cafeterias/cafés
- ❏ Vending machines
- ❏ Concession stands, snack bars, and/or carts
- ❏ Other (please specify): _____

**Served:**
- ❏ Distributive meal program (e.g., senior meals, after-school snacks)
- ❏ Meals served to institutionalized populations (e.g., prisons, probation camps/juvenile halls)
- ❏ Hospital patient meals
- ❏ Other (please specify): _____

**3. For each food service venue, please provide the following information:**

| Food Service Venues | Number of Facilities | Total Number of Meals, Snacks, and Vending Machines (Please Circle Day [D], Week [W], or Month [M] and Provide Quantity) |
|---|---|---|
| **Cafeterias/cafés** | _____ | D/W/M: _____ |
| **Vending machines** | _____ | Number Machines: _____ |
| **Concession stands, snack bars, and/or carts** | _____ | D/W/M: _____ |
| **Distributive meal program** | _____ | D/W/M: _____ |
| **Meals served to institutionalized populations** | _____ | D/W/M: _____ |
| **Hospital patient meals** | _____ | D/W/M: _____ |
| **Other** (please specify) | _____ | D/W/M: _____ |

**4. Which of the following meals or food does your agency serve or sell on a daily basis?** (check all that apply)

| Food Service Venues | Breakfast | Lunch | Dinner | Snacks | Beverages | Catering | Other (Please Specify) |
|---|---|---|---|---|---|---|---|
| **Cafeterias/cafés** | ❏ | ❏ | ❏ | ❏ | ❏ | ❏ | ❏ _____ |
| **Concession stands, snack bars, and/or carts** | ❏ | ❏ | ❏ | ❏ | ❏ | ❏ | ❏ _____ |
| **Distributive meal program** | ❏ | ❏ | ❏ | ❏ | ❏ | ❏ | ❏ _____ |
| **Meals served to institutionalized populations** | ❏ | ❏ | ❏ | ❏ | ❏ | ❏ | ❏ _____ |
| **Hospital patient meals** | ❏ | ❏ | ❏ | ❏ | ❏ | ❏ | ❏ _____ |
| **Other** (please specify) _____ | ❏ | ❏ | ❏ | ❏ | ❏ | ❏ | ❏ _____ |

# Food Service Assessment Tool



**Nutrition Policies, Standards, and Practices in Place**

This section of the tool may be used to capture information about the nutrition policies, standards, and practices in place within your agency.

**1. Does your agency currently follow any food service guidelines/nutrition standards?**

❑ Yes   ❑ No   ❑ Don't know        **If no, skip to question 8.**

**Are the guidelines/standards mandatory or voluntary?**        ❑ Mandatory   ❑ Voluntary   ❑ Don't know

**2. What is your agency's rationale for using food service guidelines/nutrition standards?**
(check all that apply)

❑ Prevention of obesity and chronic diseases (diabetes, etc.)

❑ Economic benefits for local farms and companies

❑ Improve employee health and wellness

❑ Model healthy and sustainable practices for other agencies

❑ Align with agency mission

❑ Other (please specify): _____

**3. Which topics do your food service guidelines/nutrition standards address?** (check all that apply)

❑ Water   ❑ Calories   ❑ Saturated fat

❑ Trans fat   ❑ Sodium   ❑ Sugar   ❑ Reduced-size portions/choices

❑ Fried foods   ❑ Dairy   ❑ Beverages   ❑ Promote/offer fruits and vegetables

❑ Calorie information through labeling   ❑ Healthier food and beverage choices with signs and symbols

❑ Product placement to encourage healthier options   ❑ Pricing incentives that promote healthier food and beverages

❑ Percentage or number of healthy food and beverage choices available

❑ Other (please specify): _____

# Food Service Environment Assessment

**Example : Assessment of Food Service Environments in County of Los Angeles Departments/Programs.**

**The interviews provided information on the following:**

- types of food venues in the County

- contractual information including expiration dates

- number of vendors

- existing nutrition guidelines pertaining to a department's food services

- number of meals served/sold

- populations served

- staff capacity  and

- barriers to improving the nutritional content of meals

# Monitoring of Food Service Guideline Standards

❑ **Example : Checklists**

- ▪ HHS/GSA Food and Nutrition Concessions Checklist

- ▪ HHS/GSA Food and Nutrition Vending Operations Checklist

# Monitoring of Food Service Guideline Standards

❑ **Example of checklist**

  ▪ HHS/GSA Food and Nutrition Concessions Checklist

| Food and Nutrition Standard | Yes | No | Not Applicable N/A |
|---|---|---|---|
| **Fruit** | | | |
| At least 3 whole or sliced fruit options daily. | ☐ | ☐ | ☐ |
| Canned or frozen fruit packaged in 100% water or unsweetened juice, with no added sweeteners. | ☐ | ☐ | ☐ |
| A variety of seasonal fruits are available. | ☐ | ☐ | ☐ |
| **Vegetables** | | | |
| At least one raw, salad-type vegetable option daily. | ☐ | ☐ | ☐ |
| At least one steamed, baked, or grilled vegetable that is seasoned, without fat or oil. | ☐ | ☐ | ☐ |
| Vegetable offerings contain ≤230 mg sodium, as served. | ☐ | ☐ | ☐ |
| Mixed dishes containing vegetables contain ≤480 mg sodium, as served. | ☐ | ☐ | ☐ |
| A variety of seasonal vegetables are available. | ☐ | ☐ | ☐ |

# Monitoring of Food Service Guideline Standards

❑ **Example of checklist**

    ▪ HHS/GSA Food and Nutrition Vending Operations Check

| Food and Nutrition Standard | Yes | No | Not Applicable N/A |
|---|---|---|---|
| **Beverages** | | | |
| At least 50% of beverage offerings (excluding 100% juice and unsweetened milk offerings) contain ≤ 40 calories per serving. | ☐ | ☐ | ☐ |
| Only 2%, 1%, and fat-free options when milk are offered. | ☐ | ☐ | ☐ |
| 100% juice with no added caloric sweeteners when juice is offered. | ☐ | ☐ | ☐ |
| Vegetable juice contain ≤230 mg sodium per serving. | ☐ | ☐ | ☐ |

# Assessment of Foods Offered: Nutrition Environment Audit Tools

❑ **Nutrition environment audit tools for vending and cafeterias that align with the HHS/GSA Guidelines**

- Nutrition Environment Measures Survey (NEMS)
    - NEMS- Vending (NEMS-V)
    - NEMS- Restaurants (NEMS-R)

- DNPAO/CDC audit tools
    - Healthy Hospital Food and Beverage Environment Scan[1]

1.  Healthy Hospital Food and Beverage Environment Scan adapted from NEMS

# Nutrition Environment Audit Tools
## Healthy Hospital Food and Beverage Environment Scan

❑ **Components**

Cafeteria
- Marketing and Promotion
- Grab and Go items
- Menu review
- Point-of-Decision/Point-of Purchase
- Pricing
- Kid's Menu if available

Snack Shop
- Marketing and Promotion
- Food items
- Beverage items
- Point-of-Decision/Point-of Purchase
- Pricing

Vending
- Marketing and Promotion
- Food items
- Beverage items
- Point-of-Decision/Point-of Purchase
- Pricing

Reliability Paper and Pilot:  Winston C et al., 2013

# Nutrition Environment Audit Tools
## Healthy Hospital Food and Beverage Environment Scan

❑ **Example of cafeteria audit**

| Item | Size (oz.) | Available Yes | Available No | Price | Located above waist level Yes | Located above waist level No | Comments |
|---|---|---|---|---|---|---|---|
| **Healthier Item:** | | | | | | | |
| 1. Skim or 1% milk (report lowest-fat milk available) | ☐☐ oz. | ○ | ○ | $☐.☐☐ | ○ | ○ | |
| **Regular Option:** | | | | | | | |
| 1. 2% milk and/or whole milk (report lowest-fat milk available) | ☐☐ oz. | ○ | ○ | $☐.☐☐ | ○ | ○ | |

GSA guidelines state 2%,1%, and fat-free milk should be offered (see U.S. General Service's administration guidelines at www.gsa.gov/portal/content/104429).

# Nutrition Environment Audit Tools
## Healthy Hospital Food and Beverage Environment Scan

❑ **Example of food vending audit**

| | GREEN (GO) | YELLOW (SLOW) | RED (WHOA) | Other/ Non-nutritive | Empty |
|---|---|---|---|---|---|
| # slots in Food Machine (s) | ☐ ☐ | ☐ ☐ | ☐ ☐ | ☐ ☐ | ☐ ☐ |

# Nutrition Environment Audit Tools
## Healthy Hospital Food and Beverage Environment Scan

❑ **Example of beverage vending machine audit**

**Healthy Hospital Food and Beverage Environment Scan**
**BEVERAGE VENDING MACHINE**

10. Provide the number of buttons/slots, size and price for the following items:

| Item | # Slots/buttons | Size | Price | Not Applicable |
|------|------|------|------|------|
| Water (plain) | 12 | ☐☐ oz | $☐.☐☐ | ☐ N/A |
| Diet soda | 10 | ☐☐ oz | $☐.☐☐ | ☐ N/A |
| Regular soda | 10 | ☐☐ oz | $☐.☐☐ | ☐ N/A |
| 100% fruit/vegetable juice | 2 | ☐☐ oz | $☐.☐☐ | ☐ N/A |
| Juice drink | 2 | ☐☐ oz | $☐.☐☐ | ☐ N/A |
| Sports drink | 2 | ☐☐ oz | $☐.☐☐ | ☐ N/A |
| Energy drink | 2 | ☐☐ oz | $☐.☐☐ | ☐ N/A |
| Unsweetened tea | 2 | ☐☐ oz | $☐.☐☐ | ☐ N/A |
| Sweetened tea | 2 | ☐☐ oz | $☐.☐☐ | ☐ N/A |
| Skim, 1% or 2% milk | 2 | ☐☐ oz | $☐.☐☐ | ☐ N/A |
| Whole milk | 2 | ☐☐ oz | $☐.☐☐ | ☐ N/A |
| Other | 0 | ☐☐ oz | $☐.☐☐ | ☐ N/A |
| **Total # slots/buttons** | **48** | | | |

# Nutrition Environment Audit Tools
## Healthy Hospital Food and Beverage Environment Scan

**Results: Beverage Vending**

| Machine Contents | Number of Slots |
|---|---|
| Beverages containing ≤ 40 calories per serving | 24 |
| Beverages with >40 calories per serving | 18 |
| 100% Juice and unsweetened milk (excluded from calculation) | 6 |
| Total | 48 |

**Standard**: *At least 50% of beverage offerings (excluding 100% juice and unsweetened milk offerings) contain ≤ 40 calories per serving.*

In this example, 24 beverages containing ≤ 40 calories per serving out of 42 (57%)

# Provide Feedback for Program Improvement

## Assessment of the Healthy Hospital Environment:
## Tulane Medical Center

**physical**activity
policy · research · network

### Vending Machines

**Strengths**

Baked chips and healthy granola bars available at same cost as regular chips and regular bars

Beverage machine signage depicts healthy items such as water

Half of the beverages are water or diet soda

Prices for water and diet soda at same cost as regular beverages

**Areas for Improvement**

Use signs on vending machines to encourage general healthy choices

Include fruits (dried or fresh), veggies (not fried), whole nuts, 0% or low-fat yogurt and other snacks with less than or equal to 200 calories in vending machines

Include 100% fruit juice and skim/low-fat milk in beverage machines

**Recommendations**
- Identify healthy items as healthy
- Work with vending contractor to provide a larger percentage of healthy options.

# Discussion Session

❑ **Discuss your experiences using different tools**

❑ **Share  tools and resources**

# *Technical Assistance Time*

*Putting the pieces together!*

# *Thank you!*



## CDC Food Service Guidelines Work Group

Contact for Networking Calls:

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