

MEAL SERVICE PROGRAMS

Policy and Procedures

Policy Name: Nutrition Education

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Reference: Rule 173-4-07

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Policy: Nutrition education will be provided to all consumers receiving congregate and/or home-delivered meals.

Procedures:

Congregate Participants:

- 1) Nutrition providers will access the services of the Consumer Services Specialist from their local OSU Extension office to provide nutrition education to congregate meal participants at each site at least two (2) times per year. This education session is to include a consumer survey.
- 2) In even-numbered years, one session must be on the topic of "Food Safety" as referenced in appendix 3 to the "Dietary Guidelines for Americans 2010". In odd-numbered years, one session must be on the topic of "Relationship Between Physical Activity and Healthy Weight" as referenced in chapter 2 of the "Dietary Guidelines for Americans 2010".
- 3) If a nutrition provider does not have access to a Consumer Services Specialist from their local OSU Extension office to provide the nutrition education component, the provider will notify AAA7 so arrangements can be made for the AAA7 registered dietitian to conduct the session(s).
- 4) When the nutrition education session is provided to the congregate meal participants during **APRIL** and **OCTOBER**, the nutrition provider will complete the "Congregate/HDM Nutrition Instruction Sessions" report (attached) and forward a copy to AAA7, along with handouts, a participant sign-in sheet, and copies of the survey.

Home-Delivered Meal Participants:

- 1) On a bi-annual basis, the AAA7 Registered Dietitian will develop a nutrition education newsletter "Nutrition Notes".
- 2) Copies of the newsletter, and a survey, will be given to meal providers during the **MAY** and **NOVEMBER** provider meetings for distribution to their home-delivered meal consumers.
- 3) Within two weeks of distribution of the newsletter and survey, providers will collect the surveys and send copies to AAA7, along with the report (attached) detailing the date of distribution and number of newsletters distributed.

