

MEAL PLANNING AND MANAGEMENT

UNIT CODE: MED/CU/NUD/CR/04/5/A/A

Relationship to Occupational Standards

This unit addresses the unit of competency: plan and manage meals

Duration of Unit: 90 hours

Unit Description

This unit specifies the competencies required to plan and manage meals. It involves determining client nutritional needs, assisting client with meal selection, formulating diet recipes and menu and preparing formulated meals. It also includes assessing food safety and hygiene and documenting meal planning and management.

Summary of Learning Outcomes

1. Determine client nutritional needs
2. Assist client with meal selection
3. Formulate diet recipes and menu
4. Prepare formulated meals
5. Assess food safety and hygiene
6. Document meal planning and management

Learning Outcomes, Content and Suggested Assessment Methods

| Learning Outcome | Content | Suggested Assessment Methods |
|---------------------------------------|---|--|
| 1. Determine client nutritional needs | <ul style="list-style-type: none">• Meaning of terms Meal planning, meal management, meal service,• Advantages of meal planning,• Factors to consider when planning meals,• Quality and quantity control in meal planning• Diet planning principles; adequacy, variety, energy dense nutrient density, moderation and energy density• Diet planning tools; food pyramid, food exchange list, food composition table, reference manuals, RDI, RDA etc• | <ul style="list-style-type: none">• Written .• Observation• Third party report• Oral questioning• Interviews |

| Learning Outcome | Content | Suggested Assessment Methods |
|--|--|--|
| 2. Assist client with meal selection | <ul style="list-style-type: none"> • Factors influencing food choices • Factors to consider when planning meals for various groups: Family (infants and children, pre-schoolers, pre-adolescents, adolescents, adults, older person, vulnerable group, invalids, pregnant and lactating women) • Planning meals for institutions/schools, prisons, cooperatives, organized groups, occasions, • Kitchen and food service equipment | <ul style="list-style-type: none"> • Written . • Observation • Third party report • Oral questioning • Interviews |
| 3. Formulate diet recipes and menu | <ul style="list-style-type: none"> • Menu planning, types of menu, table d'hôte, à la carte • Recipe development • Menu costing (formulation of budget/shopping list/price list, costing sheet) | <ul style="list-style-type: none"> • Written . • Observation • Third party report • Oral questioning • Interviews |
| 4. Prepare formulated meals | <ul style="list-style-type: none"> • Categories of meal courses • Production of various foods within the courses, breads and starch, soups, vegetables, fruits, proteins, juices, cakes, snacks etc • Food service; types of food service | <ul style="list-style-type: none"> • Written . • Observation • Third party report • Oral questioning • Interviews • Practicals |
| 5. Assess food safety and hygiene | <ul style="list-style-type: none"> • Personal hygiene; own grooming, dress code, head gear, protective gear • Food hygiene • Kitchen hygiene and layout • Environmental hygiene | <ul style="list-style-type: none"> • Written . • Observation • Third party report • Oral questioning • Interviews |
| 6. Document meal planning and management | <ul style="list-style-type: none"> • Record keeping and inventory | <ul style="list-style-type: none"> • Written . • Observation • Third party report • Oral questioning • Interviews |

Suggested Methods of Instruction

- Projects
- Demonstration by trainer
- Practice by the trainee
- Discussions
- Direct instruction
- Role play

Recommended Resources

- WHO guidelines
- MOH
- Ministry of Education
- Skills lab
- Use of LCDs, video clips, charts and other teaching aids
- Invitation of competent expertise
- Computers with internet
- Library and resource centre

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