

ST. JOSEPH'S CENTER ICF/ID

School Lunch Program Wellness Policy

Mission Statement for the St. Joseph's Center ICF/ID School Wellness Committee:

To provide those individuals receiving services with the education and tools to live a healthy life style; to educate them to learn about the health risks involved in obesity today; to motivate them in changing their future.

TABLE of CONTENTS

Wellness Policies on Physical Activity and Nutrition – Preamble	3
To Achieve These Policy Goals.....	3
St. Joseph’s Center ICF/ID School Wellness Committee	3
Nutritional Quality of Foods and Beverages Served at SJC.....	4
• Meals.....	5
• Meal Times and Scheduling	5
• Qualifications of Food Service Staff.....	5
• Sharing of Foods and Beverages	5
• Foods and Beverages Served During Special Occasions, Enrichment Programs and Holidays.....	5
• Portion Sizes	6
• Snacks	7
• Celebrations	7
• Cafeteria Services	7
Nutrition and Physical Activity Promotion	7
• Integrating Physical Activity.....	8
• Communications with Parents	8
Physical Activity Opportunities and Physical Education	9
• Daily Physical Activity (P.A.)	9
• Use of Facilities Outside of Hours	9
Monitoring and Policy Review	9
• Monitoring	9
• Mission Statement	10
Annual Goals.....	11

ST. JOSEPH'S CENTER ICF/ID

**WELLNESS POLICIES ON PHYSICAL ACTIVITY AND
NUTRITION**

Preamble

St. Joseph's Center's ICF/ID is committed to providing an environment that promotes and protects an individual's health, well-being and ability to learn by supporting healthy eating and physical activity. Therefore, it is the policy of St. Joseph's Center that:

- The St. Joseph's Center's ICF/ID will engage staff, food service professionals, health professionals and other interested community members in developing, implementing, monitoring and reviewing St. Joseph's Center nutrition and physical activity policies.
- All consumers at St. Joseph's Center's ICF/ID will have opportunities, support and encouragement to be physically active on a regular basis.
- Qualified nutrition professionals will provide consumers with access to nutritious and appealing foods that meet the health and nutrition needs of residents; will accommodate the religious, ethnic and cultural diversity of the residents in meal planning; and will provide clean, safe and pleasant settings and adequate time to eat for all individuals receiving services.
- St. Joseph's Center's ICF/ID will provide nutrition education and physical education to foster lifelong habits of healthy eating and physical activity and will establish linkages between health education and meal programs and with related community services.
- St. Joseph's Center will post this policy on the company's website, (www.stjosephscenter.org) in an effort to inform and engage with families.

TO ACHIEVE THESE POLICY GOALS:

I. St. Joseph's Center ICF/ID

St. Joseph's Center's ICF/ID will develop, implement, monitor, review and as necessary, revise Center nutrition and physical activity policies. The committee will also serve as resources to the Center for implementing those policies. (St. Joseph's

Center's ICF/ID School Wellness Committee will consists of a group of individuals representing St. Joseph's Center ICF/ID, and should include representatives of Dietary, representatives of Administration, health professionals, representatives of programs, and physical therapy.)

This policy will be reviewed annually and assessed triennially and updated as necessary. Reviews will be signed by at a minimum the Director of Dietary, a representative of the ICF/ID, and the Chief Financial Officer.

Implementation of this policy will be overseen by the Chief Financial Officer.

II. Nutritional Quality of Foods and Beverages Served at St. Joseph's Center ICF/ID

Meals

Meals served through the National School Breakfast/Lunch Programs will:

- Be appealing and attractive to residents;
- Be served in clean and pleasant settings;
- Meet, at a minimum, nutrition requirements established by local, state and federal statutes and regulations;
- Offer a variety of fruits and vegetables (To the extent possible, St. Joseph's Center's ICF/ID will offer at least two non-fried vegetable and two fruit options each day and will offer five different fruits and five different vegetables over the course of a week.); and
- Ensure that half of the served grains are whole grain (As recommended by the Dietary Guidelines for American 2005. A whole grain is one labeled as a "whole" grain product or with a whole grain listed as the primary grain ingredients in the ingredient statement. Examples include "whole" wheat flour, cracked wheat, and oatmeal).

St. Joseph's Center's ICF/ID /contracted provider should engage individuals served and staff, through taste-tests of new entrees and surveys, in selecting foods served through St. Joseph's Center's ICF/ID meal programs in order to identify new, healthful and appealing food choices. In addition, the contracted provider should share information about nutritional content.

Meals: Foods and beverages provided through the National School Lunch or School Breakfast Programs will comply with established federal nutrition standards. Foods and

beverages are not offered for sale to residents and are not advertised or marketed to residents at our facility.

It is required that all people residing in St. Joseph's Center's ICF/ID are offered breakfast, lunch, dinner and snacks, in order to meet their nutritional needs and enhance their ability to learn:

Meal Times and Scheduling:

- Will schedule meal periods at appropriate times – Breakfast 7:00 a.m., Lunch 11:30 a.m., Dinner 4:30 p.m. and Snack 8:00 p.m.
- Will provide residents and staff access to hand washing or hand sanitizing before they eat/feed meals or snacks.
- All individuals served at St. Joseph's Center's ICF/ID are required to complete proper dental hygiene at least twice daily.

Qualifications of Food Service Staff: As part of St. Joseph's Center's responsibility to operate a food service program, St. Joseph's Center/contracted provider will provide continuing professional development for all nutrition professionals at St. Joseph's Center. Staff Development Programs should include appropriate training programs for Director of Dietary and Food Service Workers, according to their levels of responsibility.

On an annual basis the Civil Rights training will be reviewed with all dietary staff and direct care staff working with school enrolled individuals. Civil Rights training is also provided to all new employees regardless of assignment as part of St. Joseph's Center new hire orientation.

Sharing of Foods and Beverages: It is the policy of St. Joseph's Center that all people receiving services are not allowed to share foods or beverages, with one another, during meal or snack times. This is in place due to concerns about health, safety and security within our facility.

Foods and Beverages Served During Special Occasions, Enrichment Programs and Holidays: All foods and beverages served during these events will meet the following nutrition and portion size standards:

Beverages

- Water without added caloric sweeteners; fruit and vegetable juices and fruit-based drinks that contain at least 50% fruit juice and that do not

contain additional caloric sweeteners; unflavored or milk, to include chocolate milk (which contain trivial amounts of caffeine).

- During the above events, there may be times that St. Joseph's Center's ICF/ID will serve limited amounts of soda, ice tea etc. These items will not be served on a regular basis and will be limited in quantity served.
- During special occasions, there may be times that St. Joseph's Center's ICF/ID will serve limited amounts of soda, ice tea etc. These items will not be served on a regular basis and will be limited in quantity.

Meals Served to Individuals/Consumers:

- St. Joseph's Center/contracted provider will serve foods that have no more than 35% of its calories from fat (excluding nuts, seeds, peanut butter and other nut butters) and 10% of its calories from saturated and trans fat combined;
- Foods served will have no more than 35% of its weight from added sugars (if a food manufacturer fails to provide the added sugars content of a food item, use the percentage of weight from total sugars [in place of the percentage of weight from added sugars], and exempt fruits, vegetables and dairy foods from this total sugars limit.);
- Foods served will contain no more than 230 mg of sodium per serving per serving for chips, cereals, crackers, french fries, baked goods and other snack items; will contain no more than 480 mg of sodium per serving for pastas, meats and soups; and will contain no more than 600 mg of sodium for pizza, sandwiches and main dishes.

Portion Sizes:

- St. Joseph's Center's ICF/ID /contracted provider will limit portion sizes of foods and beverages served individually to those listed below:
 - One and one-quarter ounces for chips, crackers, popcorn, cereal, trail mix, nuts, seeds, dried fruit;
 - One ounce for cookies;
 - Two ounces for cereal bars, granola bars, pastries, muffins, doughnuts, bagels and other bakery items;
 - Four fluid ounces for frozen desserts, including, but not limited to, low-fat or fat-free ice cream;

- Four to Eight ounces for non-frozen yogurt;
- Twelve fluid ounces for beverages, excluding water; and
- The portion size of entrees and side dishes served, including potatoes, will not exceed the portions under the National School Breakfast/Lunch Program that St. Joseph's Center's ICF/ID follows, unless otherwise indicated by nutritional assessment.

Snacks: Snacks served during the day will make a positive contribution to the individuals' diets and health, with an emphasis on serving fruits and other healthy choices as the primary snacks and water as the primary beverage. St. Joseph's Center/contracted provider will assess if and when to offer snacks based on timing of meals, people's nutritional needs, ages and other considerations.

Celebrations: The Director of Dietary must approve foods and beverages served at Center activities.

Cafeteria Services: Nutritional Guidelines are available for items sold in the St. Joseph's Center Cafeteria, either on display or on the individual item.

St. Joseph's Center does not allow for the marketing and advertising of outside foods and beverages.

III. Nutrition and Physical Activity Promotion

Nutrition Education and Promotion: St. Joseph's Center's ICF/ID aims to teach, encourage and support healthy eating by people receiving services and staff; will provide nutrition education and engage in nutrition promotion that:

- Standards-based program designed to provide people receiving services and responsible staff with the knowledge and skills necessary to promote and protect their health;
- Includes enjoyable, developmentally-appropriate, culturally-relevant, participatory activities;
- Promotes fruits, vegetables, whole grain products, low-fat and fat-free dairy products, healthy food preparation methods and health-enhancing nutrition practices. All foodservice staff at St. Joseph's Center will receive HACCP (Hazard Analysis and Critical Control Point). Training and a program for regular in-services will be offered to all staff for professional development;

- Diets are individualized to the particular resident's needs, i.e.: gastro paresis, diabetes;
- Monitor residents' BMI (Body Mass Index) on an annual basis, conduct nutritional assessments on at least an annual basis (residents at high risk of fracture are assessed on a quarterly basis), and additional nutritional assessments as needed;
- Dietary staff will provide consultations with other members of the interdisciplinary team as needed.
- Due to the cognitive impairments of the people we serve, nutritional education is not appropriate. Nutritional education will be offered to appropriate staff working with school enrolled individuals and dietary staff.

Integrating Physical Activity:

- Due to physical and orthopedic limitations individualized programs to increase mobility and activity will be implemented or maintained: range of motion, positioning devices, appropriate therapies;
- Physical, Occupational, and Recreation therapies will be consulted annually and on an as needed basis; residents will rotate in and out of therapies and aquatics as recommended and prescribed;
- Staff in-servicing will continue via pre-existing policy;
- St. Joseph's Center's ICF/ID recognizes that our residential population may have limited physical activity due to medical conditions and also be at risk for fracture. In an attempt to maximize the quality of life through physical activity and prevent fractures, annual and periodic screenings are provided. Appropriate programming would be then recommended and monitored by therapy staff.
- Routine physical activities are being provided through the Dynamic Abilities Program which is overseen by the therapy director. This program is designed to improve, maintain or prevent the loss of physical activity through functional programming and opportunities for meaningful, person centered activities and outings.
- The (functional) status for those individuals receiving (residential) services will continue to be reviewed as (a) part of their Inter-disciplinary team meetings (and/or on an) as needed (basis).

- Orthopedic physician consultation will continue to be scheduled on an annual or as needed basis.
- Recreation therapy is offered as per the individual's personalized programming plan.

Communications with Parents: St. Joseph's Center will support parents' efforts to provide a healthy diet and physical activity for their children. Within an appropriate time prior to admission, special dietary needs will be reviewed. This will be further assessed at the initial Interdisciplinary Team Meeting and as needed afterwards. Additional dietary information will be provided to parents upon request. St. Joseph's Center will provide for the parents of individuals/consumers information on the Wellness Program and how they can be a major part in helping their families have a healthy lifestyle.

IV. Physical Activity Opportunities and Physical Education

Daily Physical Activity: All individuals receiving services are screened by our medical staff and therapists at admission to assess their physical state. Therapists will reassess them again as needed; the QMRP or program specialist will monitor this. This will determine what physical activity an individual/consumer is able to perform based upon abilities and limitations.

Use of Facilities Outside of Hours: We encourage activities within our facility with staff, people receiving services and community personnel that have the proper clearance to enter our facility to assist in educating our staff and consumers in a healthy lifestyle.

V. Monitoring and Policy Review

Monitoring: St. Joseph's Center will ensure compliance with all Federal, State and Local laws and regulations pertaining to nutrition and physical activity under the wellness policies.

St. Joseph's Center/contracted provider will ensure compliance with nutrition policies within the food service areas and will report on this matter to the Director of Dietary. In addition, Director of Dietary will report on the most recent USDA School Meals Initiative (SMI) review findings and any resulting changes.

St. Joseph's Center/contracted provider participates in the National Breakfast/Lunch Program under the supervision of the Pennsylvania Department of Education. The PDE inspects our facility every three years and performs an SMI (School Meals Initiative) review. We are also involved in the USDA Commodity Program. Through this program,

we receive food items that reduce the operating costs of our food service department. We are also ensured high quality and healthy foods from USDA for the residents residing in our care.

In addition, St. Joseph's Center/contracted provider staff are certified and involved in the following:

- Will be trained in HACCP (Hazard Analysis and Critical Control Point)
- Trained in Fire Training
- The Director of Dietary must be certified in accordance with all state regulations

The Director of Dietary and Assistant Program Director will review policy with the Chief Financial Officer to ensure compliance.

Questions regarding this Policy may be directed to either the Assistant Program Director, ICF/ID or to the Director of Dietary.

Mission Statement

St. Joseph's Center is an independent, Catholic agency sponsored by the Congregation of the Sisters, Servants of the Immaculate Heart of Mary, Scranton, Pennsylvania and collaboratively staffed by lay and religious personnel.

St. Joseph's provides joyful, loving service rooted in Christian values of care, concern, compassion, and commitment. St. Joseph's strives to provide the highest quality of services in our responses to the diverse needs of the community. With a focus on individuals with families with special needs, St. Joseph's serves those seeking maternity/adoption services as well as individuals with developmental challenges and their families. We strive to enable all members of St. Joseph's family to develop their abilities and potentials to the fullest possible extent.


VI. 2021-2022 Wellness Goals

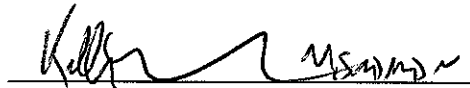
- St. Joseph's Center will continue to provide nutritional and health education through our annual Health and Wellness Fair and through guest speakers.
- St. Joseph's Center and contracted dietary provider will continue to provide education to staff on Civil Rights and other applicable training, such as infectious disease and hand washing.
- Continue to examine the Wellness Regulations through the State and Federal Governments.
- Review and adapt our Wellness Policy on an annual basis or as needed.
- Review current menu to provide for healthy variety of menu items.
- Provide healthy alternatives in our cafeteria.

- Collaborate with outside institutions to further enhance the wellness opportunities for the people we serve.

Revised and adopted on 9/21/2021


James Ceccoli, Chief Financial Officer


Robert J. Kerecman, Asst Program Director, ICF/ID


Kelli Mera, Director of Dietary