

THE NEW YORK CITY DEPARTMENT FOR THE AGING
BUREAU OF COMMUNITY SERVICES
CATERING MONITORING TOOL

Nutrition Consultant: _____
 Caterer: _____
 Address: _____
 Date of Visit: _____
 Programs contracted with caterer: _____
 Meals provided: _____
 Kosher or Non-Kosher: _____

QUESTIONS

I. Meal Standards

NMSA-1	Does the caterer use individual items that contain \leq 360 mg of sodium per serving?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
NMSA-2	If the caterer uses bread and baked goods, do the products contain \leq 215 mg of sodium per serving?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
NMSA-3	If the caterer serves cereal, does it contain \leq 215 mg of sodium per serving?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
NMSA-4	If the caterer uses canned vegetables, do the products contain \leq 290 mg of sodium per serving, or have "no salt added"?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA

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NMSA-5	If the caterer uses canned and/or frozen seafood, do the products contain \leq 290 mg of sodium per serving or have "no salt added?"	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
NMSA-6	If the caterer uses canned meat, do the products contain \leq 480 mg of sodium per serving?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
NMSA-7	If the caterer uses portion controlled items and other convenience foods such as breaded chicken and veal patties, do the products contain \leq 480 mg of sodium per serving?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
NMSA-8	If the caterer uses frozen whole meals, do the products contain \leq 525 mg of sodium per meal?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
NMSA-9	If a nutritional analysis was completed, does the caterer serve \leq 1,500 mg sodium per day?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
NMSA-10	If a nutritional analysis was completed, does the caterer serve \leq 450 mg sodium per breakfast?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA

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NMSA-11	If a nutritional analysis was completed, does the caterer serve ≤ 525 mg sodium per lunch and/or per dinner?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
NMSB-1	Does the caterer use only products that have 0 grams of trans fat per serving?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
NMSC-1	If a nutritional analysis was completed, does the caterer serve $\leq 2,000$ calories per day?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
NMSC-2	If a nutritional analysis was completed, does the caterer serve ≤ 600 calories per breakfast?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
NMSC-3	If a nutritional analysis was completed, does the caterer serve ≤ 700 calories per lunch and/or per dinner?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
NMSC-4	If a nutritional analysis was completed, does the caterer serve total fat $\leq 30\%$ of calories (per meal and per day)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA

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NMSC-5	If a nutritional analysis was completed, does the caterer serve saturated fat < 10% of calories (per meal and per day)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
NMSC-6	If a nutritional analysis was completed, does the caterer serve \geq 28g of fiber per day?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
NMSC-7	If a nutritional analysis was completed, does the caterer serve \geq 7g of fiber per breakfast?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
NMSC-8	If a nutritional analysis was completed, does the caterer serve \geq 8.4g of fiber per lunch and/or per dinner?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
NMSD-1	Does the caterer serve only fruit juice that is 100% juice?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
NMSD-2	If the caterer uses canned fruit for senior meals, is it packed only in natural juice or water?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
NMSD-3	Does the caterer serve only 1% or non-fat milk?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA

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NMSD-4	If the caterer serves yogurt, is all yogurt non-fat or low-fat?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
NMSD-5	Are meals acceptable provided by the caterer in terms of appearance (color, consistency, texture and arrangement on plate)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
II. Food Safety and Sanitation				
NFSA-1	Does the caterer maintain the temperature of food at all stages of preparation, serving and storage at the temperature required to inhibit bacterial growth and keep it safe for consumption?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
NFSA-2	Does the caterer use a probe thermometer to take temperature of both hot and cold foods and is said thermometer cleaned between each use with an alcohol swab?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
NFSB-1	Is all equipment that is used in the preparation, storage and/or serving of food at the caterer maintained according to State Sanitary Code 14-1?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA

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NFSB-2	Are food items stored in storerooms, freezers and refrigerators stored at the caterer in covered containers to preserve quality and safeguard against contamination?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
NFSB-3	Are foods, cleaning supplies and disposables at the caterer stored separately on clean shelves at least 6 inches above the floor?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
NFSC-1	Is the sink used for hand washing in the food service area at the caterer equipped with hot and cold running water at the appropriate temperatures?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
NFSC-2	Is the sink used for hand washing in the food service area at the caterer equipped with soap filled dispensers, paper towels and a hand washing sign?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
NFSC-3	Does the kitchen at the caterer have a sink, other than that of the hand washing sink that has hot and cold running water at the appropriate temperatures?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
NFSC-4	Have grease traps been installed at the caterer?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA

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NFSC-5	Are there indirect drains wherever required by Sanitary code at the caterer?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
NFSC-6	Does each refrigerator and/or freezer at the caterer have an internal working thermometer?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
NFSC-7	Are all rooms (including floors, walls, ceilings, windows, doors, skylights, light fixtures, vent covers, fans, mats, duckboards and decorative materials) that are used for the preparation, storage and/or serving of food at the caterer maintained according to State Sanitary Code 14-1?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
NFSC-8	Are storerooms at the caterer ventilated? In addition, is air circulation adequate to cool the area to 70°F or below?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
NFSC-9	Do doors and windows in the room (s) at the caterer where food is prepared stored or served, have screens (except emergency exit doors in such rooms)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA

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		<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
NFSC-10	Are appropriate measures taken for fly control at the caterer? (e.g. grids)?			
NFSC-11	Is the Fire Extinguishing System (Ansul System) at the caterer tagged with a current date of inspection from a licensed maintenance service?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
NFSD-1	Did the caterer pass its most recent Department of Health and Mental Hygiene (DOHMH) inspection(s), (i.e. had an accumulated score of less than 28 points from critical and/or general violations? Indicate date of inspection visit and score. Attach copy of inspection report.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
NFSE-1	<p>If the caterer provide meals in the following way to prevent contamination?</p> <ul style="list-style-type: none"> ❖ Meals are safely packaged ❖ Adequate number of carriers are used ❖ Hot and cold foods are packaged separately ❖ Food items are at the correct temperatures at time of departure and/or receiving ❖ Food items are transported in a manner that ensures their correct temperature is maintained until at destination? ❖ Food carriers are maintained according to state sanitary code 	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA

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NFSE-2	Do all food handlers at the caterer (paid and unpaid) maintain a high degree of cleanliness during meal preparation and service by: <ul style="list-style-type: none"> ❖ Washing hands according to state sanitary code ❖ Wearing hair restraints ❖ Wearing clean and appropriate attire ❖ Wearing disposable gloves and/or appropriate utensils when handling ready to serve and/or ready to eat foods ❖ Wearing disposable gloves when wrapping and/or bagging eating utensils? 	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
NFSG-1	Does the caterer have a current Permit to Operate, or have they applied for one?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA

Other notes, observations, findings, etc.	
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Recommendations:	
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