

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				
NUT-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
NUT-2	If the caterer uses bread and baked goods, do the products contain \leq 180 mg of sodium and \geq 2 grams of fiber per serving? Is all bread whole wheat or whole grain?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
NUT-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
NUT-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
NUT-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
NUT-6	If the caterer uses canned meat, do the products contain \leq 360 mg of sodium per serving?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
NUT-7	If the caterer uses portion controlled items and other convenience foods such as breaded chicken and veal patties, do the products contain \leq 360 mg of sodium per serving?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
NUT-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
NUT-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
NUT-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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NUT-11	If a nutritional analysis was completed, does the caterer serve \leq 525 mg sodium per lunch and/or per dinner?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
NUT-12	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
NUT-13	If a nutritional analysis was completed, does the caterer serve 1800-2000 calories per day?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
NUT-14	If a nutritional analysis was completed, does the caterer serve 450-660 calories per breakfast?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
NUT-15	If a nutritional analysis was completed, does the caterer serve 540-770 calories per lunch and/or per dinner?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
NUT-16	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
NUT-17	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
NUT-18	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
NUT-19	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
NUT-20	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
NUT-21	Does the caterer serve only fruit juice that is 100% juice?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
NUT-22	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
NUT-23	Does the caterer serve only 1% or non-fat milk?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
NUT-24	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
NUT-25	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
NUT-26	Does the caterer use deep fryers for senior meals?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
Bonus	Does the caterer use baked goods such as dinner rolls, muffins, bagels, etc. for senior meals that contain \leq 290 mg of sodium per serving?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
Bonus	Does the caterer use sauces (other than soy sauce) for senior meals that contain \leq 360 mg of sodium per serving?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA

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Bonus	Does the caterer use cereals for senior meals that contain ≤ 10 g sugar per serving & ≥ 2 g fiber per serving?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
Bonus	Does the caterer use luncheon meat for senior meals that contain ≤ 360 mg of sodium per serving?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
Bonus	Does the caterer use salad dressings for senior meals that contain ≤ 290 mg of sodium per serving?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
II. Food Safety and Sanitation				
NUT-27	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
NUT-28	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
NUT-29	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
NUT-30	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
NUT-31	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
NUT-32	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
NUT-33	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
NUT-34	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
NUT-35	Have grease traps been installed at the caterer?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
NUT-36	Are there indirect drains wherever required by Sanitary code at the caterer?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
NUT-37	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

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NUT-38	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
NUT-39	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
NUT-40	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
NUT-41	Are appropriate measures taken for fly control at the caterer? (e.g. grids)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
NUT-42	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
NUT-43	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
NUT-44	<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
NUT-45	<p>Do all food handlers at the caterer (paid and unpaid) maintain a high degree of cleanliness during meal preparation and service by:</p> <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

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NUT-46	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
NUT-47	Are stoves/ovens that are used in food preparation free of grease, dirt and debris?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
NUT-48	Is the caterer's facility free of vermin/rodent activity?	<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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