

STATE OF MICHIGAN
 DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET
 PROCUREMENT
 P.O. BOX 30026, LANSING, MI 48909
 OR
 530 W. ALLEGAN, LANSING, MI 48933

CONTRACT NO. 071B430009
 between
THE STATE OF MICHIGAN
 and

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CONTRACT SUMMARY:			
DESCRIPTION: Comprehensive Food Services for Prisoners – Michigan Department of Corrections			
INITIAL TERM	EFFECTIVE DATE	INITIAL EXPIRATION DATE	AVAILABLE OPTIONS
3 Years	October 1, 2013	September 30, 2016	2, 1 Year Options
PAYMENT TERMS	F.O.B	SHIPPED	SHIPPED FROM
N/A	N/A	N/A	N/A
ALTERNATE PAYMENT OPTIONS:			AVAILABLE TO MIDEAL PARTICIPANTS
<input type="checkbox"/> P-card <input type="checkbox"/> Direct Voucher (DV) <input type="checkbox"/> Other			<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
MINIMUM DELIVERY REQUIREMENTS:			
N/A			
MISCELLANEOUS INFORMATION:			
ESTIMATED CONTRACT VALUE AT TIME OF EXECUTION:			\$145,080,757.35

THIS IS NOT AN ORDER: This Contract Agreement is awarded on the basis of our inquiry bearing the solicitation #071I2200059. Orders for delivery will be issued directly by the Michigan Department of Corrections through the issuance of a Purchase Order Form.

FOR THE CONTRACTOR:

Aramark Correctional Services, LLC

Firm Name
Mark Adams

Authorized Agent Signature

Mark Adams, Vice President, Finance

Authorized Agent (Print or Type)

9-27-13

Date

FOR THE STATE:

Jeff Brownlee

Signature

Jeff Brownlee, Chief Procurement Officer

Name/Title

DTMB Procurement

Enter Name of Agency

10/3/13

Date



**STATE OF MICHIGAN
Department of Technology, Management and Budget
DTMB-Procurement**

**Contract No. 071B4300009
Michigan Department of Corrections
Comprehensive Food Services for Prisoners**

**Buyer Name: Lance Kingsbury
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DEFINITIONS

24x7x365 means 24 hours a day, seven days a week, and 365 days a year (including the 366th day in a leap year).

Additional Service means any Services within the scope of the Contract, but not specifically provided under any Statement of Work.

Audit Period means the seven-year period following Contractor's provision of any work under the Contract.

Bidder(s) are those companies that submit a proposal in response to the RFP.

Business Day means any day other than a Saturday, Sunday or State-recognized legal holiday from 8:00am EST through 5:00pm EST unless otherwise stated.

Blanket Purchase Order is an alternate term for Contract and is used in the State's computer system.

CCI means Contract Compliance Inspector.

Contractor means ARAMARK Correctional Services, LLC

Days means calendar days unless otherwise specified.

Deleted – N/A means that section is not applicable or included in this Contract. This is used as a placeholder to maintain consistent numbering.

Deliverable means physical goods and services required or identified in the Statement of Work.

DTMB means the Michigan Department of Technology, Management and Budget.

Environmentally Preferable Products means a product or service that has a lesser or reduced effect on human health and the environment when compared with competing products or services that serve the same purpose. Such products or services may include, but are not limited to: those which contain recycled content, minimize waste, conserve energy or water, and reduce the amount of toxics either disposed of or consumed.

Hazardous Material means any material defined as hazardous under the latest version of federal Emergency Planning and Community Right-to-Know Act of 1986 (Including revisions adopted during the term of the Contract).

Incident means any interruption in any function performed for the benefit of the State.

Key Personnel means any personnel identified in **Section 1.031** as Key Personnel.

Ozone-depleting Substance means any substance the Environmental Protection Agency designates in 40 CFR part 82 as: (1) Class I, including, but not limited to, chlorofluorocarbons, halons, carbon tetrachloride, and methyl chloroform; or (2) Class II, including, but not limited to, hydro chlorofluorocarbons.

Post-consumer Waste means any product generated by a business or consumer which has served its intended end use; and which has been separated or diverted from solid waste for the purpose of recycling into a usable commodity or product, and which does not include post-industrial waste.

Post-industrial Waste means industrial by-products which would otherwise go to disposal and wastes generated after completion of a manufacturing process, but does not include internally generated scrap commonly returned to industrial or manufacturing processes.

Recycling means the series of activities by which materials that are no longer useful to the generator are collected, sorted, processed, and converted into raw materials and used in the production of new products. This definition excludes the use of these materials as a fuel substitute or for energy production.



Reuse means using a product or component of municipal solid waste in its original form more than once.

RFP means a Request for Proposal designed to solicit proposals for services.

Services means any function performed for the benefit of the State.

SLA means Service Level Agreement.

Source Reduction means any practice that reduces the amount of any hazardous substance, pollutant, or contaminant entering any waste stream or otherwise released into the environment prior to recycling, energy recovery, treatment, or disposal.

State means the State of Michigan, including its departments, divisions, agencies, sections, commissions, officers, employees, and agents.

State Location means any physical location where the State performs work. State Location may include state-owned, leased, or rented space.

Subcontractor means a company selected by the Contractor to perform a portion of the Services, but does not include independent contractors engaged by Contractor solely in a staff augmentation role. Subcontractor, for purposes of mandatory disclosures and other requirements, see, e.g., **Section 2.027**, **Section 2.231**, and **Section 4.018**, includes its employees, representatives, agents, and servants.

Unauthorized Removal means the Contractor's removal of Key Personnel without the prior written consent of the State.

Waste Prevention means source reduction and reuse, but not recycling.

Pollution Prevention means the practice of minimizing the generation of waste at the source and, when wastes cannot be prevented, utilizing environmentally sound on-site or off-site reuse and recycling. The term includes equipment or technology modifications, process or procedure modifications, product reformulation or redesign, and raw material substitutions. Waste treatment, control, management, and disposal are not considered pollution prevention, per the definitions under Part 143, Waste Minimization, of the Natural Resources and Environmental Protection Act (NREPA), 1994 PA 451, as amended.

Work In Progress means a Deliverable that has been partially prepared, but has not been presented to the State for Approval.

Work Product refers to any data compilations, reports, and other media, materials, or other objects or works of authorship created or produced by the Contractor as a result of an in furtherance of performing the services required by the Contract.



Article 1 – Statement of Work (SOW)

1.010 Project Identification

1.011 Project Request

This is a Contract to provide comprehensive food service to prisoners for the Michigan Department of Corrections (MDOC).

The time frame of October 1, 2013, through November 30, 2013, will be for implementation and transition for the Contractor; no payment will be made to the Contractor during this period. The Contractor must begin providing all services, without interruption, on December 1, 2013.

1.012 Background

The MDOC, Food Services, is responsible for providing food service to prisoners under jurisdiction of the MDOC regardless of location. This includes all security levels, segregation units, minimum-security units and work camp facilities. The Food Service department provides administrative guidance and support for the delivery of food service operations. Food Service Managers, at institutional sites, have direct responsibility for delivering food service to prisoners. In addition, Central Office staff provides operational direction and monitors the delivery of food service.

Statewide, the MDOC feeds approximately 43,500 prisoners a day serving three meals each day in addition to any required evening snacks and sack meals as mandated by institutional programs. MDOC also provides one meal per shift for facility staff at no charge to the employee. Approximately 68,000 meals are provided to staff each month.

The Statewide Standard Menu (SWSM) (Attachment D), as required by the MDOC, meets or exceeds all Dietary Reference Intake values (DRI) (Attachment E) as published by the National Academy of Sciences (NAS), Food and Nutrition Board (FNB). The SWSM provides a daily average intake of 2,600 calories for men and 2,200 calories for women. The MDOC also produces alternative meal trays including; lacto-ovo vegetarian option, religious diets and medical diets as listed in the MDOC Diet Manual (Attachment F) and as prescribed by the appropriate medical staff.

Institutions employ a Food Service Supervisor-4 for facilities that house 900 or more prisoners and a Food Service Supervisor-3 for facilities that house less than 900 prisoners, complemented with Food Service Leader E9s. Meal services in satellite units are supervised by food service personnel.

Correctional Officers are assigned to the dining rooms during meal times and, when available, in the kitchen preparation areas to oversee prisoner workers and/or perform security functions. Typically, Food Service Leader E9s provide direct oversight of meal preparation and serving as well as performing security functions.

The MDOC will continue to provide primary security in the institutions and/or facilities which receive services under the Contract.

Region and Facility-Specific Information

Northern Region

Ojibway Correctional Facility (OCF): is a Secure Level I security institution with a total capacity of 1,182 prisoners, located in Gogebic County. The prisoner net operating capacity is 1,182 separated into five housing units. The facility consists of an administration building, a warehouse, and buildings for education, food service, maintenance, training and housing of prisoners. Staffing for this facility is 205.9.

Baraga Correctional Facility (AMF): is a Level I and V security institution with a total capacity of 896 prisoners, located in Baraga County. The prisoner net operating capacity is 880 separated into eight housing units. One is a 280 bed unit for Level I prisoners. The seven other housing units (four for general population and three for segregation) are inside the secure perimeter and house Level V prisoners. Other buildings house food service, healthcare, prisoner services, maintenance, warehouse and administration. Staffing for this facility is 325.1.



Alger Correctional Facility (LMF): is a Level IV security institution with a total capacity of 893 prisoners, located in Alger County. The prisoner net operating capacity is 857 separated into six housing units. Five are identical, and the sixth has additional beds. Four housing units are general population and two are used for segregation. Other buildings provide food service, education/programming, warehousing, healthcare, maintenance, storage and space for administrative offices. Staffing for this facility is 265.0.

Marquette Branch Prison (MBP): is a Level I and V security institution with a total capacity of 1,262 prisoners, located in Marquette County. The prisoner net operating capacity is 1,245. The Level V portion of the prison has three General Population housing units and three Administrative Segregation housing units. There are four Level I housing units which are located just outside the Level V portion of the facility. Buildings include two production kitchens, two chapels, warehousing, education/programming and maintenance to include a power plant. Staffing for this facility is 339.6.

Muskegon Correctional Facility (MCF): is a Level II security institution with a total capacity of 1,305 prisoners, located in Muskegon Heights. The prisoner net operating capacity is 1,289. There are six general population housing units. The facility also contains a food service building. Staffing for this facility is 244.6.

Newberry Correctional Facility (NCF): is a Level II security institution with a total capacity of 1,072 prisoners, located in Luce County. The prisoner net operating capacity is 1,069 separated into seven interconnected 80-bed units, two-bed housing units, one 88-bed unit, 134-bed unit, a 32-bed housing unit and an adjoining educational building. The facility also contains warehousing, food service, maintenance buildings, and an administration building. All housing units are double bunked, except for four cells that are used for temporary holding. Staffing for this facility is 263.9.

Chippewa Correctional Facility (URF): is a Level I, II and IV security institution with a total capacity of 2,150 prisoners, located in Chippewa County. The prisoner net operating capacity is 2,126 separated into an East and West side. The East side consists of three Level II housing units with 240 beds each; one Level IV housing unit with 192 beds; a Level I unit with 120 beds; a 96 bed administrative segregation unit and a 22 bed detention unit. The West side of the facility has dormitory style Level II Housing. There are eight Level II Housing Units which have 140 beds each. The facility includes an administration building, maintenance, power plant and warehouse. There are health care units, food service units and programs/school buildings located on both the East and West sides of the facility. Staffing for this facility is 467.4.

Kinross Correctional Facility (KCF): is a Level I and II security institution with a total capacity of 1,916 prisoners, located in Chippewa County. The prisoner net operating capacity is 1,885. This facility has the largest fenced area (113 acres currently enclosed) of any state prison in Michigan. The facility includes buildings for administration, two food service operations, education/programming, and maintenance with a power plant. This facility is a regional transportation hub and regional prisoner store hub. Staffing for this facility is 339.0.

Oaks Correctional Facility (ECF): is a Level IV security institution with a total capacity of 1,154 prisoners, located in Manistee County. The prisoner net operating capacity is 1,112. This facility has four double-bunked general population housing units, each housing up to 192 prisoners. There are also three administrative segregation units, including detention. Other buildings include food services, healthcare, a programs building, maintenance, warehouse storage and space for administrative offices. Staffing for this facility is 306.0.

Pugsley Correctional Facility (MPF): is a Secure Level I security institution with a total capacity of 1,344 prisoners, located in Grand Traverse County. The prisoner net operating capacity is 1,342. The facility is located on 23 acres which contains three housing buildings containing 48 cubicles, housing up to 384 prisoners per building. The former Camp Building was renovated when the facility was being constructed and is able to house up to 190 prisoners. Additional buildings contained on the property include a Chapel, Programs, Gymnasium, and Food service, Healthcare / Administration, Human Resources / Training and Maintenance / Warehouse / Store. Staffing for this facility is 216.0.

Saginaw Correctional Facility (SRF): is a Level I, II and IV security institution with a total capacity of 1,486 prisoners, located in Saginaw County. The prisoner net operating capacity is 1,476. The facility is comprised of 11 main buildings, including three Level II buildings, three Level IV buildings, and one Level I building along with buildings for education, programs, administration, food service, healthcare, warehousing and maintenance. Staffing for this facility is 312.8.



Brooks/West Shoreline Correctional Facility (LRF/MTF): is a Level I, II and IV security institution with a total capacity of 2,528 prisoners, located in Muskegon County. The prisoner net operating capacity is 2,512. The facility sits on 76 acres. Brooks is comprised of six housing units. Three are Level II and house up to 240 prisoners each. Two are Level IV and house up to 192 each. The sixth is Level I and houses up to 120 prisoners. Housing units are separated by additional internal fencing to prohibit prisoners of different security levels from mixing. Other buildings on site include education/programming, food services, health care, administration, maintenance and warehousing. The facility also has a 22-bed segregation unit. Staffing for this facility is 447.0.

Central Michigan Correctional Facility (STF): is a Secure Level I security institution with a total capacity of 2,564 prisoners, located in Gratiot County. The prisoner net operating capacity is 2,554. The facility is comprised of 16 separate housing units contained in eight buildings. There are no individual cells. Prisoner housing units consist of seven to eight bed open bays, with 140 to 160 prisoners in each of the 16 units. There are separate buildings for administration, food service, school, maintenance / warehouse, and prisoner services. Staffing for this facility is 416.9.

St. Louis Correctional Facility (SLF): is a Level IV security institution with a total capacity of 1,176 prisoners, located in Gratiot County. The prisoner net operating capacity is 1,155. The facility consists of separate buildings for administration, food service, education, maintenance, storage and prisoner housing. There are six general population housing units, one is an Adaptive Skills Residential program (ASRP) Unit that provides specialized programming in a supportive housing environment for prisoners. There is one Segregation unit that houses up to 96 prisoners. Staffing for this facility is 320.3.

Southern Region

Carson City Correctional Facility (DRF): is a Level I, II and IV security institution with a total capacity of 2,504 prisoners, located in Montcalm County. The prisoner net operating capacity is 2,424. The facility consists of two sides, the East side which is a Secure Level I setting, housing 1280 prisoners, and West side, which is a Multi-Level (Levels I, II and IV), housing 1224 prisoners. The East Side, Secure Level I, is a pole-barn type unit and has eight housing units. Each housing unit has 20 living bays with eight prisoners per bay. There are no individual cells in the Secure Level I. The West Side, Multi-Level houses male prisoners in custody Levels I, II and IV. It consists of six housing units; one Level I unit with 120 beds, three Level II units with 720 beds; two Level IV units with 384 beds, and a 22-bed temporary segregation unit. Due to overcrowding, the cells of all custody levels in the Multi-Level have been double-bunked. The Multi-Level is also a designated Kosher facility and feeds prisoners who require Kosher meals. Staffing for this facility is 455.1 positions.

Ionia Correctional Facility (ICF): is a Level II and V security institution with a total capacity of 706 prisoners, located in Ionia County. The prisoner net operating capacity is 664. The facility is comprised of five Level V housing units and two Level II housing units. Two of the Level V housing units are designated Administrative Segregation, which includes Detention and Temporary Segregation; the remaining three are general population units which include Secure Status Out-Patient Treatment cells. The Level V housing consist of five bi-level, double winged single cell units, consisting of day room area, showers, laundry room, staff offices, barbering services and a fenced-in activity and recreational yard for the security Level V prisoners. The Units designated Administrative Segregation affords prisoner outdoor recreation in single occupancy security exercise modules. The Level II housing consists of a large pole-barn construction divided into two units with 140 beds in each unit. The units have shower, laundry, and recreation areas. The Level II prisoners have separate yard areas, with access to a weight pit, basketball courts, volleyball, baseball, horseshoes, and a running track. Jobs are available for all Level II prisoners. The Prisoner Services building contains classrooms, an auditorium, a gymnasium, a weight room, quartermaster area, barbershop and the general and law libraries. A separate building contains foodservice, prisoner and staff dining, health care, prisoner property, and maintenance. The administrative building contains the institutions Control Center, Record Office, Business Office, visiting areas, staff training, and a disciplinary and parole board hearing room. Staffing for this facility is 304.7.

Handlon Correctional Facility (MTU): is a Level II (medium) security facility for male offenders 17 years of age or older with a total capacity of 1,295 prisoners, located in Ionia County. The prisoner net operating capacity is 1,228. The facility houses general population prisoners, along with other prisoners who have been placed in Adaptive Skills Residential Program (ASRP) and the Residential Treatment Program (RTP). The



facility houses the largest school system in the correctional system. The academic program is framed with the GED continuum. This includes Adult Basic Education consisting of Reading, Math and English to the eighth grade level and GED preparation from eighth grade through the tenth grade level. Supplements to the GED continuum are Job Skills, Health Education, and Independent Living Skills. Vocational courses include Welding, Auto Mechanics, Machine Shop, Building Trades, Horticulture and Business Technology. Title One and Special Education are supplemental aids in the adult education segment for prisoners found to be eligible. College correspondence courses are available to students who have completed their academic requirements. The RTP is an integral component of the mental health continuum of care, which includes the outpatient mental health teams, crisis stabilization programs, and inpatient hospital units. The ASRP provides specialized programming in a supportive housing environment to prisoners who have significant limitations in adaptive functioning due to a developmental disability or chronic brain disorder. Staffing for this facility is 233.4.

Bellamy Creek Correctional Facility (IBC): is a Level I, Secure Level I, II and IV, Protective and Administrative Segregations security institution with a total capacity of 1,888 prisoners, located in Ionia County. The prisoner net operating capacity is 1,837, which is located within two separate locations. The facility is multi-level housing minimum, medium, close and general population prisoners. It also houses protective, administrative segregation and temporary segregation prisoners. Prisoners serve institutional needs in areas such as foodservice, the library, recreational aides and maintenance workers. Staffing for this facility is 394.4.

Michigan Reformatory (RMI): is a Level II and IV security institution with a total capacity of 1,316 prisoners, located in Ionia County. The prisoner net operating capacity is 1,299. The facility houses prisoners classified to Level II (352 beds) and Level IV (797 beds) including over 200 outpatient mental health prisoners. The prison is on 40 acres of land 15.8 acres inside the walls. Prisoners serve institutional needs in areas such as foodservice, yard crews, recreation, institutional housekeeping and maintenance workers. Staffing for this facility is 320.1.

Gus Harrison Correctional Facility (ARF): is a Level I, Secure Level I, II and IV security institution with a total capacity of 2,362 prisoners, located in Lenawee County. The prisoner net operating capacity is 2,345. The facility houses prisoners classified to Level I (1400 beds), Level II (720 beds), temporary segregation cells (22 beds), and Level IV (220 beds). These Level IV prisoners are part of a Residential Treatment Program (RTP) and a Secure Status Residential Treatment Program (SSRTP). The facility has two complete separate food service buildings along with two medical facilities. Staffing for this facility is 444.7.

Lakeland Correctional Facility (LCF): is a Level II security institution with a total capacity of 1,384 prisoners, located in Branch County. The prisoner net operating capacity is 1,377. The facility provides mainly dormitory-style housing, each with 16 units including some smaller rooms shared by prisoners who have displayed good behavior while incarcerated. The facility has a separate Foodservice Building, two schools and indoor activity areas. Staffing for this facility is 262.8.

Women's Huron Valley Correctional (WHV): is a Level I, II and IV security institution with a total capacity of 2,040 female prisoners, located in Washtenaw County. The prisoner net operating capacity is 1,877. The facility serves as the only prison in Michigan which houses females. The facility provides all reception center processing which includes 13 housing units for general population prisoners in level I, II, and IV, Residential Substance Abuse Treatment (RSAT), Residential Treatment Program (RTP), Acute Care, Infirmary and Detention. Women's Huron Valley services include personnel, prisoner records, business office, maintenance operations, warehouse operations and houses Correctional Mental Health Programs Administration. Staffing for this facility is 559.7.

Woodland Correctional Facility (WCC): is a Level IV security institution with a total capacity of 328 prisoners, located in Livingston County. The prisoner net operating capacity is 302. The facility has 10 housing pods currently used for MDOC prisoners and a separate unsecure level I unit that houses prisoners that are employed at the facility. An infirmary provides medical services for all prisoners being housed. A food serving area is located within the housing complex and the kitchen is located outside the secure perimeter. The majority of prisoners has serious mental illness and cannot function adequately in a general prison population. They receive evaluations and treatment services from the Corrections Mental Health Program (CMHP) and are classified into acute care, rehabilitation treatment services, or crisis stabilization services. Staffing for this facility is 272.2.



Cooper Street Correctional Facility (JCS): is a Secure Level I security institution with a total capacity of 1,752 prisoners, located in Jackson County. The prisoner net operating capacity is 1,747. This facility serves as a centralized staging point for prisoners transferring to the Camp Program and as a release facility for prisoners who are about to parole, discharge, or transfer to community center placement. The facility is an active member of the MDOC's Community Liaison Committee in the Jackson County area, and maintains open lines of communication between the community and prison administration. Staffing for this facility is 260.9.

Special Alternative Incarceration (SAI): Under the administrative control of the Cooper Street Correctional Facility, the Special Alternative Incarceration program (SAI) began in 1988 as an alternative to prison for male probationers convicted of certain crimes and selected by courts. In 1992, the program was expanded to include both male and female prisoners and probationers. State law precludes participation if convicted of a number of primarily assaultive crimes. The prisoner average population is 400. Staffing for this facility is 120.0.

G. Robert Cotton Correctional Facility (JCF): is a Level I, Secure Level I, II and IV security institution with a total capacity of 1,886 prisoners, located in Jackson County. The prisoner net operating capacity is 1,877. This facility sits on 114 acres and is a combination of pole barns, which have weatherized buildings, sealed concrete flooring and plaster-board walls, and other buildings that are brick, mortar, steel and glass. Staffing for this facility is 402.5.

Parnall Correctional Facility (SMT): is a Level I security institution with a total capacity of 1,695 prisoners, located in Jackson County. The prisoner net operating capacity is 1,670. This facility is a minimum-security prison that maintains 47 buildings, including five housing units setting on 45 acres. Staffing for this facility is 266.2.

Charles Egeler Reception and Guidance Center (RGC): is a Level I and II reception (Quarantine) security institution with a total capacity of 1,482 prisoners, located in Jackson County. The prisoner net operating capacity is 1,390. This facility sits on 53 acres and also houses a separate 119-bed C-Unit for chronic care prisoners as well as the 122-bed Duane L. Waters Healthcare Center. The security healthcare center within the facility provides medical services and food service to both male and female prisoners from many of the state's prisons and camps. Staffing for this facility is 355.3.

Ryan Correctional Facility (RRF)/Detroit Reentry Center (PRF): Ryan Correctional Facility is a Level II security institution with a total capacity of 84 prisoners, located in Wayne County. The prisoner net operating capacity is 76. Additionally, there is a total capacity at Detroit Reentry Center of 994 with an operating capacity of 994. There are currently 549 parolees at the Reentry Center. These are parolees that have been returned to receive additional programming and are then released back into the community. The maximum length of stay is 180 days. This facility contains buildings for housing, educational and vocational instruction, foodservices, a health clinic, dialysis unit, administrative offices, warehouse storage and security. The prison has a small segregation unit and is separated from the surrounding area by a six-foot landscaped berm with evergreen and deciduous trees. Staffing for this facility is 243.1. In October 2012, the Ryan Correctional Facility was closed with the exception of an 80 bed unit that houses the dialysis prisoners and mentors for the Detroit Reentry Center. The maximum capacity is 1078. Both the reentry center and Ryan prisoners utilize the existing dining services.

Macomb Correctional Facility (MRF): is a Level I, Secure Level I, II and IV security institution with a total capacity of 1,486 prisoners, located in Macomb County. The prisoner net operating capacity is 1,426. This facility is comprised of 11 major buildings and two minor buildings, totaling about 300,000 square feet. The prison contains four Level II housing units, one Level IV units and one Level I building outside the security perimeter and one RPT Mental Health Unit. Four other buildings house a school, the administration offices, support services and storage. Staffing for this facility is 304.3.

Thumb Correctional Facility (TCF): is a Level II and IV security institution with a total capacity of 1,216 prisoners, located in Lapeer County. The prisoner net operating capacity is 1,204. This facility has six housing units including day showers, laundry facilities and staff offices. Four housing units are for adult offenders and two housing units are for youthful offenders. The segregation unit is equipped with stainless steel sinks and toilets, and slotted doors for feeding. Other buildings include the prison services building, which have academic and vocational classrooms, libraries, a barber shop, a food service building for prisoner



and staff dining, health care area, warehouse and maintenance areas. There is an administrative building for staff offices, records, visiting, staff training, hearings and the institution's control center. Michigan State Industries has a building where it provides industrial laundry services for state and other nonprofit agencies. Staffing for this facility is 292.5.

Detroit Lockup: the Department will be opening a 200 bed area of the now closed Mound Correctional Facility in late summer of 2013 that will service as the City of Detroit lockup. These people will be housed for no more than 72 hours and will be fed out of the Ryan/Detroit Reentry Center dining area.

Facility	Staffing	Total Capacity	Net Operating Capacity	General Population Level I, II, III	Level IV, V	Segregation
Northern Region						
Ojibway (OCF)	205.9	1,182	1,182	Secure I		
Baraga (AMF)	325.1	896	869	I	V	Segregation
Alger (LMF)	265	896	857		IV	Segregation
Marquette (MBP)	339.6	1,262	1,245	I	V	Ad Segregation
Newberry (NCF)	263.9	1,072	1,069	II		
Chippewa (URF)	467.4	2,150	2,126	I, II	IV	Segregation
Kinross (KCF)	339	1,916	1,865	I, II		Segregation
Oaks (ECF)	306	1,154	1,112		IV	Ad Segregation
Pugsley (MPF)	216	1,344	1,342	Secure I		
Saginaw (SRF)	312.8	1,486	1,476	I, II	IV	
Brooks (LRF) / West Shoreline (MTF)	447	2,528	2,512	Brooks - I, II West Shoreline - Secure I	Brooks - IV	
Muskegon Correctional (MCF)	244.6	1,305	1,289	II		
Central Michigan (STF)	416.9	2,564	2,554	Secure I		
St. Louis (SLF)	320.3	1,176	1,155		IV	Ad Segregation
Totals	4,469.5	20,931	20,653			



Facility	Staffing	Total Capacity	Net Operating Capacity	General Population Level I, II, III	Level IV, V	Segregation
Southern Region						
Carson City (DRF)	455.1	2,504	2,424	I, II	IV	Segregation
Ionia (ICF)	304.7	706	664	II	V	
Handlon (MTU)	233.4	1,295	1,228	II		
Bellamy Creek (IBC)	394.4	1,888	1,837	I, Secure I, II	IV	Segregation
Michigan Reformatory (RMI)	320.1	1,316	1,299	II	IV	
Gus Harrison (ARF)	444.7	2,362	2,345	I, Secure I, II	IV	Segregation
Lakeland (LCF)	262.8	1,384	1,377	II		
Women's Huron Valley (WHV)	559.7	2,040	1,877	I, II	IV	
Woodland (WCC)	272.2	328	302		IV	
Cooper Street (JCS)	260.9	1,752	1,747	Secure I		
Special Alternative Incarceration (SAI)	120	400	400	I		
G. Robert Cotton (JCF)	402.5	1,886	1,877	I, Secure I, II	IV	Segregation
Parnall (SMT)	266.2	1,695	1,670	I		
Charles Egeler Reception and Guidance Center (RGC)	355.3	1,482	1,390	I, II		
Ryan (RRF) /Detroit Reentry Center (PRF)/Detroit Lockup	243.1	1,228	1,207	II		
Macomb (MCF)	304.3	1,486	1,426	I, Secure I, II	IV	
Thumb (TCF)	292.5	1,216	1,204	II	IV	Segregation
Totals	5,491.9	24,968	24,274			
COMBINED Totals	9,961.4	45,899	44,927			



Many of the facilities provide food services for volunteer events, county jails, Department of Human Services (DHS) facilities and other meetings as requested by the Warden or designee. To the extent Contractor's costs to provide these food services increase due to MDOC requesting a different meal than the prisoner meal being served, increased transportation costs or other changes to the specifications set forth herein, the parties shall mutually agree on the price per meal that will be charged to MDOC for these services. The Contractor must provide these food services as identified in Attachment L. These services must be billed once a month.

The Contractor must provide food service operations that meet or exceed the minimum service requirements outlined in this Contract.

Based on the operational needs of the correctional system and on available funding, the MDOC reserves the right to require the Contractor to add or delete institutions and satellite facilities, in addition to those originally contemplated by this Contract. MDOC may adjust the number of prisoners served at any Contracted site. Therefore, the Contractor must be prepared to make any necessary changes as required. Verbal notification will be provided by the Contract Compliance Inspector (CCI) or designee with follow up notification. Notification will be provided at least 14 days in advance.

The MDOC's Food Service departments provide each prisoner a wholesome and nutritious diet within a set budget allowance. Meals must be prepared and served under strict sanitary conditions according to MDOC's Policy Directives (Attachment G), Director's Office Memos, Operating Procedures and Food Service clarification memos, all of which are consistent with the most current Food and Drug Administrations (FDA) Model Food Code and the HACCP (Hazard Analysis Critical Control Points) as specified by the Michigan Department of Agriculture and Rural Development (DARD). The MDOC follows all regulations under the American Corrections Association (ACA) standards including food service and sanitation standards as well as all State and federal regulations in regard to purchasing, preparing and serving food and maintaining all areas.

1.020 Scope of Work and Deliverables

1.021 In Scope

Services considered within the scope of this Contract include, but are not limited to, the following:

- A. Provide food service to all MDOC prisoners and staff at all facilities, serving three meals a day, seven days a week, including any special diets/needs, confinement/infirmarium meals, religious meals, emergency meals, special event meals, snacks, sack meals and staff/guest meals; as well as any other meals authorized by the CCI, warden or their designee.
- B. Purchase and receive all food supplies necessary to meet the needs of this Contract.
- C. Follow the Statewide Standard Menu (SWSU) as provided.
- D. Maintain proper sanitation for the food service operations at all facilities, including the cleaning and operation of all food service equipment.
- E. Purchase and maintain all non-food supplies necessary to meet the needs of this Contract.
- F. Invoice only the daily count of actual meals served at each institution and NOT the daily population count.
- G. Provide security in the kitchen and be trained by MDOC in institutional security.

1.022 Deliverables

Contractor must provide Deliverables/Services and staff, and otherwise do all things necessary for or incidental to the performance of work, as set forth below:

Minimum Meal Service Requirements

The Contractor must provide all meals, in accordance with the SWSM or approved variations. Meals must be served at temperatures in compliance with those required by the most current FDA Model Food Code, in a method approved by the MDOC. MDOC dictates that three meals per day must be served with a minimum of two hot meals and not more than 14 hours between the evening meal and the following day's breakfast meal. The Contractor must be on site to prepare meals, serve, and clean up after food service delivery unless otherwise agreed upon by MDOC. The Contractor must ensure that meals are served within time ranges determined by the Warden or designee at each institution. Style of meal service varies at each institution, but the basic style of service includes cafeteria-style in one main dining room or several smaller dining rooms. The Contractor must ensure that the recipes used in the preparation of foods on the SWSM are approved in



advance by the MDOC. The Contractor must ensure that the food items served are the portion sizes required per the SWSM and prisoners are given the option to receive or decline any or all required food items. If a prisoner declines a food item, Contractor is not responsible for providing an alternate item. Prisoners fed in cells (segregation) must receive all required food items on trays; unless another system is developed and approved by the MDOC.

Rules and Regulations

Contractor services must meet all rules and regulations for food service operations, which include, but are not limited to the:

- Most current FDA Model Food Code
- MDOC Food Service Policies and Operational Procedures
- Food Service Clarification Memos
- Director's Office Memos (DOMs)
- HACCP
- Nutritional Standards as set by the NAS
- Medical Nutrition Standards as set by MDOC Diet Manual
- ACA Standards
- MDOC Policies

Meal Types

All meal services must be provided by the Contractor to include cafeteria feeding, cellblock feeding, and satellite areas such as work or vocation programming. Sack meals must be provided for work crews, for prisoners during transportation runs, and staff meals for staff unable to be relieved from his/her assignment. The Contractor must prepare all meals and deliver to unit(s) as specified at each institutional facility.

Sample Meal Tray

A tray will be sampled and evaluated by an MDOC staff designated by the Warden to ensure adequate quality and temperatures at no cost to the MDOC. These evaluations will be sent daily to the Warden or designee and monthly to the designated CCI or designee. Evaluations will be conducted by designated staff and reviewed by the institutional Warden or designee. Poor evaluations or meal deficiencies will be reviewed with the institutional CCI or designee at the time of the occurrence. The Contractor will be given an opportunity to correct said deficiencies and present corrective procedures. If corrective action is not taken or corrective action is not sufficient, the Contractor will be subjected to the SLA.

Emergency Meals

The Contractor must have in place a detailed procedure for providing emergency meals for the following situation(s): power failure, electrical surges or current fluctuations, forces of nature (e.g. tornado), delays or failures of transportation, equipment shortages, suppliers' failures, fire, and riots. The procedure must have prior approval of the CCI or designee and Warden or designee at each facility. Any amendments to the emergency meal plan must be pre-approved by the CCI or designee. In the event of an emergency, as determined by the Warden or designee, the Contractor must continue to serve meals in compliance with this emergency procedure or as specifically instructed by the CCI or designee or Warden or designee. Applicable MDOC emergency plans will be made available at each institution and may require the Contractor to alter normal operations and staffing. If the emergency is a result of MDOC's actions, then that cost will be covered by MDOC. However, if the emergency is not a result of MDOC's actions, then the cost will be the Contractor responsibility. Third party, prisoner related emergencies, and lockdowns are the responsibility of the Contractor.

Statewide Standard Menu (SWSM)

Each institution operated under the MDOC follows a SWSM planned in accordance with DRI values as recognized by the National Research Council. The basic caloric requirement of the SWSM is 2,600 calories for men and 2,200 calories for women. Resident prisoner input and assistance from institutional food service personnel are considered in the planning of the SWSM. The SWSM consists of a rotating 14 day cycle. Completed menus are analyzed for nutritional content. The SWSM is written to adhere to the MDOC Menu Plan (Attachment H) consisting of less than 300mg of cholesterol, not more than 4,000mg of sodium, not more than 30% fat from calories and not more than 10% of the calories from saturated fat. Portion sizes are listed on the menus.



The MDOC incorporates an alternative menu choice with each meal, which includes a meatless entrée, tomato-free entrée, fruit instead of dessert (when on the menu) and condiment choices that are lower in fat, sodium and sugar. Low calorie choices must be available when jelly, sugar, sweetened beverages, and syrup are served. The alternate protein entrée may meet the requirements for both the pork-free and alternative menu choices. Medical and religious diets are served when required. The MDOC is solely responsible for determining whether a prisoner is to receive a SWSM diet or one of the MDOC approved alternative diets.

The Contractor must serve the SWSM, as provided in this Contract, unless modified to meet special dietary requirements. Other SWSMs may be used with 30-day prior approval from the MDOC's CCI or designee. These menus submitted for approval must list portion sizes, recipes and a complete nutritional analysis. The MDOC reserves the right to change the SWSM requirements and will provide the Contractor 30 days' notice of the change. It is anticipated that changes to the SWSM will not increase the overall cost of food products. Any substitutions or changes must be documented and submitted to the designated CCI or designee in the monthly report. Monthly reports must be reviewed for unapproved substitutions. These will be discussed with the CCI or designee, who will give the Contractor the opportunity to explain and correct such substitutions. The Contractor must document corrective action. If unapproved substitutions continue the next month, the Contractor will be subjected to the SLA.

Compliance with the SWSM must include correct portions, correct utilization of approved recipes and use of proper ingredients. The SWSM consists of several components, with specific guidelines, that meet various prisoner dietary needs, including religious needs, medical needs and some prisoner preferences. The components of the SWSM are as follows:

Male: This component includes the menu requirements for the general male prisoner population and meets the MDOC Approved Meal Plan (2,600 calorie) and the DRI.

Female: This component includes the menu requirements for the general female prisoner population and meets the MDOC Approved Meal Plan (2,200 calorie) and the DRI.

Modified Diet: This component includes the menu requirements for specific dietary needs of prisoners with medical conditions. This includes specific diet trays and diet snacks when specified.

Alternate Religious/Other Menu: This component includes the use of the MDOC vegan menu and is required for all religious dietary needs (See Attachment M, Vegan/Kosher Menu).

Sack Meal Menu: This component includes the menu requirements for those areas such as work programs and court trips or transportation runs that require a sack meal instead of a meal tray.

Detroit Lockup: This component includes three cold meals daily to arrestees housed in the Detroit Lockup run by the MDOC. The meal consists of a cold sandwich, a beverage and crackers.

Other Meals served under the SWSM

The Contractor must provide each of the following meals in accordance with the requirements of the SWSM. These meals are provided in areas other than the dining room such as confinement, work and program areas and outside work crews. Food must be prepared in sufficient quantities to feed prisoners, staff or guests.

Confinement/Infirmary Meals

The Contractor staff must supervise prisoner preparation of meals, in accordance with the SWSM, for prisoners assigned to confinement areas and any other areas including Duane L. Waters Healthcare Center, infirmary, renal units, or other satellite areas requiring meal trays. The transportation and delivery of the prepared meals must be conducted by prisoners assigned to the Contractor and must be supervised by the Contractor. In designated areas, security personnel must be responsible for delivery of each tray to the prisoner. Meals must be delivered in pre-portioned individual serving trays in such a manner as to maintain food temperature requirements. There are several locations, which use a bulk feeding method for confinement areas. This method of feeding must be continued, unless the Contractor can establish a more efficient and accurate method of feeding, which must be approved by the CCI or designee or Warden or designee.

Two meal choices must be available in segregation (in-cell) feeding: (1) the regular main line meal and (2) the alternative menu including the meatless entrée. All meals include condiments and dessert choices. Prisoners



will make a choice upon entering segregation and that preference must remain in place for 60 days. This does not include any prisoner with specific therapeutic dietary requirements. In some cases, a special alternative meal loaf must be provided as a safety measure if a prisoner exhibits behavior that is hazardous to himself, staff or another prisoner. This meal must follow the guidelines set forth in MDOC policy.

Sack Meals

The Contractor must provide sack meals in accordance with the SWSM and Sack Meal Menu component for groups of prisoners or staff who require meals and cannot receive meals as listed on the Adult SWSM. Such prisoners/staff include those going to outside court, prisoner work crews, and prisoner transfers. The Contractor must deliver sack meals to the control center, sally port gate, or designated area as requested by the institutional staff.

Sack meals for staff not normally provided a meal must be made available upon request of the Warden or designee during emergency situations and must be invoiced separately from this Contract. The cost must be one third of the per diem rate per sack meal. Food temperature requirements apply to sack meals.

Therapeutic Diets

The Contractor must provide meals for therapeutic diets, which must include any diet foods specified by the MDOC's Registered Dietitian or the Health Services department. Physicians, dentists, or clinical associates in each institution's medical unit must prescribe therapeutic diets from a MDOC-approved list of therapeutic diets. Snacks are considered part of the therapeutic diet and must not be billed separately. All diet trays served must be recorded with a copy of the record sent to the facility's Health Services department for proper documentation for ACA or MDOC performance standards. This record must include, at a minimum, prisoner name and number, date of meal served, and type of meal.

The Duane L. Waters Healthcare Center (Healthcare Center) houses prisoners requiring intensely supervised medical care, which requires more extensive dietary services and dietary restrictions. The Contractor must provide all meals at the Healthcare Center.

Ready-to-drink, liquid supplements prescribed for additional nutrition, such as Ensure or Resource, will be provided by the MDOC's medical staff at each institution during medication call outs in the facility's Health Services at the expense of the MDOC.

Religious / Alternate Entrees

The Contractor must utilize the MDOC vegan/kosher menu for all religious meals. The vegan/kosher menu is designed to provide meal options for prisoners who choose to abstain from pork or meat in their diets, either by religion or by choice. Prisoners will be approved by the MDOC for placement on the vegan/kosher diet alternative. The vegan/kosher diet menu is included as Attachment M in the Contract and must be followed by the Contractor when prisoners have been approved by the MDOC to follow the vegan/kosher menu.

In addition, during Ramadan, two enhanced pork-free meals must be served to designated prisoners before sunrise and after sunset. The provisions of Section 2.024 Change Requests will be utilized in the event the MDOC approves any additional religious dietary observations not mentioned in this Contract.

Staff / Guest Meals

The Contractor must ensure that one meal per shift is provided for the facility's designated staff at no charge to the staff member. Other staff members may be eligible for meals at no cost or for a charge of one-third the per diem rate. The MDOC feels this provides additional security in the dining rooms during the meal period. These meals must not be included in monthly invoices as the cost must be included in the per diem rate. MDOC currently provides an average of 68,000 staff meals per month. Staff will eat the same foods as served on the prisoner SWSM. All staff will sign/swipe for meals. The Contractor must use the completed sign in sheets for audit documentation.

The Contractor must ensure meals for facility guests are provided at a minimum cost not to exceed one third of the per diem rate. The meal charge for guests must be paid directly to the Contractor in a method agreeable by the Contractor and MDOC. The Contractor must ensure that prisoners will not handle money at any time. The Contractor must maintain documentation for the number of guest meals served. At a minimum, documentation must include sign-in sheets for the purpose of audit verification. Any guest meals served



without charge must be authorized by the Warden or designee and must be clearly invoiced on the monthly invoice as a separate line item with number served and reason for meal.

At times, the Contractor will be required to provide additional meals for such events as volunteer appreciation, officer appreciation, etc. These meals/food items must be billed "a la cart" with the price agreed upon by the CCI or designee before invoicing.

Special Event Meals

At no additional charge and with the approval of the CCI, the Contractor must provide the following enhanced special event meals: Super Sunday (the Sunday the Super Bowl is scheduled), Memorial Day (Monday observed), Fourth of July, Labor Day (Monday observed), Thanksgiving Day, and Christmas Day.

There will be instances when special meals or enhancements to the menu will be provided or requested for the prisoner population, which will be purchased through prisoner benefit funds. These items may be stored or served in food service or the dining room with the assistance of the Contractor at no additional charge to the MDOC. These must be handled at the institutional level as these instances occur.

MDOC Contracted Facilities

Currently the MDOC provides meals for DHS Maxey Boys Training School in Brighton, Michigan, Forensic Center in Ypsilanti, Michigan and some additional services for local county jails. It is the intent of the MDOC to continue to provide these services to these facilities. See Attachment L.

Recipes and Food Products

The Contractor must provide a list of any alternate recipes and products to coincide with each SWSM for approval by the MDOC. The CCI or designee must approve any changes throughout the time period of that menu cycle.

Food Supplies

MDOC also prefers use of local and/or Michigan based vendors. Purchased food products are limited to best buy combination of quality and price. For example, the MDOC may choose an acceptable Grade B or ground meat product at a lower cost, but still maintain the quality it needs to meet nutritional requirements. The MDOC receives USDA Commodity items on a regular basis for facilities that participate in the National School Lunch Program (NSLP) and will be incorporated into the menu as received. NSLP and USDA reimbursements will be credited to MDOC. The Contractor must comply with all NSLP requirements, including monthly and yearly reporting. Any loss of reimbursement funds, due to the Contractor non-compliance or lack of reporting will be deducted from monthly invoice payments, for that amount, as outlined in the Service Level Agreement (SLA) (Attachment C). The SWSM lists standard portion sizes and are written to utilize the MDOC approved recipes.

The Contractor must purchase and receive all food necessary for preparation of each meal, in accordance with the SWSM, to meet the needs of prisoners, staff and guests. When available, the MDOC prefers the Contractor utilize products grown by local farmers or supplied by local vendors.

When available, the Contractor must utilize USDA commodities to serve the SWSM, thereby reducing the Contractor raw costs of food products by the assigned value of the USDA commodities used for that purpose. The Contractor must coordinate ordering USDA products with the MDOC. The value of the USDA products must be listed on the invoice as a separate line item, as a credit, for each institution in the month the product is received into the institution.

The MDOC will designate storage space, up to a 14-day supply, for the support of the Contract. The Contractor must assume all responsibility for inventory stored in the MDOC-provided storage space. The Contractor must maintain an accurate inventory and usage record for all products.

The Contractor must purchase all existing food and food service-related inventory, at the cost MDOC incurred. The Contractor must assure that the food supplies are ordered and deliveries are made in accordance with the delivery schedules and security procedures established at each institution. Each institution requires advance notification of all deliveries. Upon expiration or termination of this Contract, the MDOC will be responsible for purchasing all food and food service-related inventory, up to a 14-day supply, at the cost the Contractor incurred.



The Contractor must provide a list of food products for each menu cycle. These products must comply with minimum USDA standards. The MDOC may require samples of various items for taste testing for approval to the list. The Contractor must request written approval from the MDOC for any changes to the food product list.

Product Recall

If a product is recalled, the Contractor's supply chain system must allow for immediate tracking of the origin of that product. Upon notification from the Contractor's supplier, an email must be generated across all lines of business within the Contractor and to each employee. Management staff in each location are required to remove the recalled product from the food production immediately. Each supplier must be held to strict notification standards and must be managed by the Contractor's supply chain division.

Menu Modifications and Substitutions

The Contractor must provide meals in accordance with the SWSM and any additional menu components, as required by the MDOC. Any unauthorized exception may be considered a breach of Contract. Exceptions may be approved due to extenuating circumstances (i.e., non-delivery of food items, spoilage, or equipment breakdown). Such approval or disapproval will be provided in writing to the Contractor, by MDOC, via the CCI or designee.

Menu Surveys

At a minimum, prisoner menu surveys must be conducted on an annual basis. Survey results are to be used in planning menus and evaluation of food service operations. Results must be summarized and made available to the respective Warden or designee and the CCI or designee. Results may be used in evaluation of the Contractor at the time of renewal.

Daily Meals Served Count

The daily count of actual meals served to prisoners, not the daily population count, in each institution must be the total number of meals invoiced to the MDOC. Contractor must use the MDOC Meal Trac system as the method for counting prisoners at each meal. At the end of each month, these numbers must be totaled and the Contractor must bill the MDOC for the total number of prisoner meals served by the facility times the per diem rate. Although the Contractor will submit one total invoice for the MDOC, each invoice must be broken down by facility. The Contractor must determine the appropriate number of meals to prepare according to the census and the approved SWSM for each facility. Inadequate meal quantities will be considered a breach of Contract and subjected to the SLA.

Payment requests for any meals that are provided in excess of the number equal to the meal counts must have prior written approval of the CCI or designee. A written record of approval must be maintained by the Contractor and submitted with any invoice or payment request for meals in excess of the morning census.

Non-food Supplies

The Contractor must provide the non-food supplies in quantities sufficient to ensure compliance with all minimum service requirements of this Contract except supplies used in emergency feeding. If the emergency is a result of MDOC's actions, then that cost will be covered by MDOC. However, if the emergency is a result of the Contractor actions, as determined by MDOC, then it will be the Contractor responsibility. Cost for other emergent situations, due to Contractor inability to replace/repair equipment, will be the responsibility of the Contractor as well. This includes paper supplies, chemical and cleaning supplies, and small wares. All toxic materials used for cleaning and sanitation must meet all MDOC regulations as well as all local health department regulations.

The MDOC will supply the Contractor a complete inventory of small wares and kitchen utensils. This will be a minimum inventory and the Contractor must maintain this inventory throughout the life of the Contract, unless otherwise approved by the MDOC. Upon Contract expiration or termination, all small wares and kitchen utensils must be turned over to the MDOC.

Trash Removal

Trash removal will be the responsibility of the MDOC. Procedures will be coordinated at each institution.



Grease Removal

The MDOC provides grease/slop removal services at institutions as needed. At these institutions, grease/slop is collected each meal and deposited in a storage container, which is picked up, as scheduled, by another contractor. Procedures for this will be coordinated at each institution.

Equipment

Equipment

All food service equipment (the "Equipment") in place at each facility will be available to the Contractor for its use. The State will retain ownership of all Equipment in existence at Contract inception, and all Equipment purchased throughout the Contract term and in existence at Contract termination or expiration. Prior to commencing operations, the Contractor and the MDOC will conduct a thorough review of all Equipment. To the extent that any Equipment is in need of repair or replacement prior to commencing operations, the MDOC is responsible for such repairs and replacements prior to ARAMARK taking responsibility for the maintenance, repair and replacement of the Equipment to ensure that all equipment is operating and functioning for the purposes for which it is intended. The parties will create an inventory list of all operational and functioning Equipment located at each facility. The condition of all Equipment will be jointly evaluated and documented by the MDOC and the Contractor. The Contractor must maintain the Inventory list, update when the Equipment is replaced, and provide a copy of the list to the State, upon the State's request. At termination or expiration of the Contract the Contractor will provide the State an inventory list of all Equipment located at each facility.

Maintenance and Repair

The Contractor is responsible for maintaining the Equipment in good operating condition and must manage and perform all preventative maintenance and repairs according to the manufacturer's recommendations. The State will provide the Contractor with any applicable maintenance schedules. All warranty service must be performed by original equipment manufacturer (OEM) trained, certified and authorized technicians.

Replacement

With the prior approval of the State, the Contractor may, on behalf of the State, purchase additional Equipment, or replace and dispose of existing Equipment. The newly acquired or replacement Equipment must meet or exceed the MDOC's standards for functionality, sanitation, security and energy efficiency. The title to the Equipment and all warranties obtained or available from the OEM must pass through to the State.

Preventative Maintenance, Repair and Replacement Schedules

The Contractor must maintain and provide, at the State's request, maintenance, repair and replacement schedules that identify, at a minimum, the type of information contained on the Inventory list, the date and details of the maintenance or repair, and the identification of the replacement Equipment. All documentation, including but not limited to invoices, substantiating any maintenance, repair, or replacement must be provided to the State at the State's request. If the State determines that the Contractor has not performed the required preventative maintenance or repair of the Equipment, the State may perform the required preventative maintenance or repair at the Contractor's expense.

General Requirements

Equipment failure does not discharge the Contractor from its contractual requirements.

The Contractor may utilize MDOC on-site maintenance staff to repair the Equipment utilizing the following process. The Contractor will request, through the Physical Plant Superintendent, an equipment repair utilizing facility maintenance staff. If the facility maintenance staff is not available to perform the repair, the Contractor will then make arrangements with an outside contractor to complete the repair. If the repair is done by facility maintenance staff, the Physical Plant Superintendent will notify the Contractor of the needed parts and the Contractor will be responsible for purchasing the parts and having them shipped to the facility to be installed by the facility maintenance staff. The cost of the parts and shipping necessary to complete the repair will be charged to either the General Equipment Fund or the NSLP Equipment Fund (as those terms are defined below), whichever is appropriate. The cost of the MDOC facility staff will not be charged to either the General



Equipment Fund or to the Contractor. If the repair is completed by an outside contractor, the entire cost of the repair will be charged to the General Equipment Fund or the NSLP Equipment Fund, whichever is appropriate.

All Contractor preventative maintenance, repair and replacement personnel must be pre-approved by the Warden or designee.

The Contractor is solely responsible for repair or replacement costs incurred, as determined by the State, as a result of the Contractor's negligence, or its failure to provide adequate oversight of prisoner labor (including costs arising as a result of prisoner altercations). The Contractor, at the sole discretion of the State, will be billed through separate billing to the Contractor. Contractor shall not be responsible for repair or replacement costs incurred as a result of the State's negligence; or by causes which are beyond of Contractor's control. The Contractor and the MDOC agree to utilize the dispute resolution process when a repair or replacement is due to negligence on either party, and the parties do not agree on who is the responsible party.

Equipment Funds

Contractor must create two separate funds to be used for any and all costs associated with the maintenance, repair and replacement of the Equipment. Contractor will create one fund to be used for the repair, replacement and maintenance of Equipment at NSLP designated facilities ("NSLP Equipment Fund") and another to be used for the repair, replacement and maintenance of Equipment at all other MDOC facilities ("General Equipment Fund") (collectively, the "Equipment Funds"). Contractor must maintain the Equipment Funds throughout the term of the Contract, and any subsequent renewal term, and must allocate \$0.02 from the PPPM rate into one of the Equipment Funds as follows: \$0.02 of the PPPM rate from each NSLP designated meal shall be allocated to the NSLP Equipment Fund and \$0.02 of the PPPM rate from all other meals shall be allocated to the General Equipment Fund. Contractor will draw down the NSLP Equipment Fund to reimburse it for repair, maintenance and replacement of the Equipment in NSLP designated facilities. Contractor will draw down the General Equipment Fund to reimburse it for repair, maintenance and replacement of the Equipment in all other facilities. In the event that maintenance, repair and replacement costs exceed the amount allocated to the applicable Equipment Fund, because that Equipment Fund has not been fully funded, Contractor will advance the funds necessary for the maintenance, repair and/or replacement costs and perform a monthly reconciliation of each Equipment Fund to reimburse Contractor for such advance payments. Contractor shall perform an annual reconciliation of the amount expended by Contractor and the amount in each of the Equipment Funds. If either or both of the Equipment Funds are exhausted at the time of the annual reconciliation, the Contractor and the MDOC will renegotiate in good faith how the repair, replacement and maintenance will be handled between the parties. Any balance in the Equipment Funds will be rolled over from year to year throughout the term of the Contract. Any unused balance of either Equipment Fund remaining upon expiration or termination of the Contract must be refunded to the MDOC. The Contractor's repair, replacement and maintenance responsibilities at the facilities are to be capped by the amount of the applicable Equipment Fund.

To the extent the Contractor purchases additional equipment outside of the Equipment Funds, upon expiration or termination of the Contract, the MDOC will have the option to acquire Contractor's additional equipment at fair market value, as agreed to by the parties.

Physical Plant

The MDOC will maintain and repair the physical plant in areas assigned to the Contractor. The MDOC will provide all utilities for the performance of the food service operations as determined necessary by the MDOC. The Contractor must operate the facility in an energy-efficient manner. The MDOC will maintain fixtures in areas assigned to the Contractor, such as freezers, coolers, hood systems, etc. The MDOC will notify the Contractor when it is determined that replacement or repair costs to the physical plant areas were caused by Contractor's destruction of property, Contractor's sole negligence, or the Contractor's failure to provide adequate oversight of prisoner labor. The MDOC and the Contractor will meet to discuss the physical plant repair or replacement due to negligence and the MDOC will then submit an invoice to the Contractor detailing the labor and parts necessary to complete the physical plant repair or replacement. The Contractor will pay the invoice within 30 days of receipt of the invoice.

Pest Control

The MDOC will be responsible for pest control of the kitchen, storage units, and dining areas. This effort will be coordinated with the Contractor's Food Service Management.



The Contractor must ensure that all food items are appropriately stored to reduce the potential for contamination.

Office Equipment, Phone Lines, and Technology

The MDOC will provide office space and furniture for use by the Contractor in each institution's kitchen area. The MDOC will not furnish support services (e.g., support staff, secretarial or clerical support) to the Contractor. The MDOC will provide local telephone service, but the Contractor will be responsible for all long-distance telephone costs. The Contractor will be responsible for providing all Contractors' employees' office supplies (other than furniture) including computers, software, printers, copy machines, and copy paper. It will be the responsibility of the Contractor to provide all computer technology and equipment. Any part of the Contractor equipment, including computers, software, printers, copy machines, or any other electronic device or office supplies, must not be connected to the State of Michigan Network. The Contractor staff, when authorized by the MDOC, may be required to access certain MDOC applications. The MDOC will provide computer access at each specified location that the Contractor staff will use to access MDOC applications. The Contractor must provide their staff email capabilities and access to email within each institutional food service area, as well as compatible software in order to read MDOC-originated information.

The MDOC Meal Trac System application must be used by the Contractor to record a total count of offenders who have participated in each meal. The Contractor must record a total count of prisoners who have participated in each meal. Any total originating from the MDOC Meal Trac System will be considered the accurate count for billing purposes. The current meal tracking system is a MDOC system. Any additional hardware is the responsibility of the Contractor.

Security

The MDOC will provide security in the dining rooms at each meal. In addition, when available, security may be provided at the back of each kitchen for prisoner movement and to assist with security functions in the food service operations. The MDOC will train Contractor's staff in institutional security and Contractor must provide security in the kitchen as outlined below. This list is not all inclusive and the parties may agree to other security responsibilities.

- Perform call outs - Contractor must verify the inmate workers assigned to the kitchen have reported for duty and communicate that information to the agency point of contact on a daily basis.
- Provide accurate prisoner count on regular and routine basis and report those counts to the facility point of contact.
- Must be first responder for medical emergencies in the kitchen. The Contractor must provide basic first aid to inmate with minor injuries and must notify medical staff. In more severe medical emergencies, the Contractor must immediately notify medical staff to provide treatment.
- Must be first responder for facility emergencies – the Contractor must follow MDOC policies and procedures with regard to emergency communication and evacuation protocol for this requirement. In the care of a major disturbance, the Contractor must implement its emergency response plan.
- Respond to prisoner grievances consistent with MDOC policy as directed by MDOC policies and procedures.
- Write prisoner disciplinary reports consistent with MDOC process (Class I, II, III) and submit them to the agency point of contact.
- Perform shakedown/pat search of prisoners or work areas on a regular routine basis in the presence of a MDOC Correctional Officer.
- Provide any required reports regarding kitchen area functions and responsibilities.
- Complete prisoner work performance reports and submit them to the agency point of contact.
- Assist MDOC during all emergencies or mobilizations.

The Contractor staff must maintain security of all sharps and caustic chemicals, as well as all inventories in accordance with MDOC policy. All sharps and cleaning items must be logged in and out. All knives must be tethered when in use by prisoner labor. All logs must be available for inspection at any time by MDOC staff and inspectors. All items must be accounted for at all times.

The Contractor staff must keep all areas locked and unavailable to prisoner workers. All keys must be secured in the facility key watcher at the end of each work day. Duplicate keys must be maintained by facility locksmith or inspector. Any lost keys must be reported immediately to the MDOC Control Center. The Contractor will be responsible for any costs incurred due to lost keys and inventory, as outlined in the SLA.



Sanitation

The Contractor must maintain sanitation in the food service operations, including employee and prisoner workers' personal hygiene; at least one employee must have a current Manager Certification Certificate from an American National Standards Institute (ANSI) approved certification program (ServSafe or National Sanitation Foundation (NSF)) and must be on-site at all times. Each food service operation must follow MDOC's model HACCP Program, the operational specifications of the most current FDA Model Food Code, and Supplement, all Michigan Department of Agriculture and Rural Development's (MDARD) interpretations, and best management practice instructions.

At a minimum, the Contractor must conduct weekly inspections of parts of its operation on a form agreeable to both parties. All inspection records must be kept on site for review by the CCI or designee, the Warden or designee, or MDOC's Regional Environmental Sanitarian. A passing grade – no critical violations – is expected for all weekly inspections. If a critical violation is reported, the Contractor must report the corrective action(s) taken to abate it and state the date and time it was corrected. Any continued non-compliance status of the same critical item will necessitate the issuance of a fine as outlined in the SLA.

On a monthly basis, the CCI or designee will review all weekly inspection reports completed by the Contractor and conduct an on-site inspection of the sanitation conditions, food storage, and handling procedures and completion of all forms associated with the HACCP Program. A summary of each monthly report will be prepared and provided to the Contractor and MDOC's Food Department Manager. A failing grade will be handled as outlined in the SLA.

Annually, the MDOC's Sanitarian will conduct a comprehensive, unannounced annual inspection of the complete food service operation conducted by the Contractor. A passing grade – no critical violations – is expected. If any critical violations are noted, an immediate corrective action plan must be implemented and a follow-up inspection conducted (if corrections cannot be completed at the time of the inspection). A failing grade will be handled as outlined in the SLA.

Safety

The Contractor must maintain safety measures and practices of Contractor's staff and prisoner workers. This must be accomplished through proper training and supervision. Safety practices will be reviewed during ACA and MDOC inspections,

The Contractor must follow all applicable Michigan Occupational Safety and Health Administration (MIOSHA) standards in the workplace for Contractor staff and prisoner workers. This must be accomplished through proper training and supervision. MDOC Facility Fire Safety Inspectors will conduct unannounced monthly safety inspection and the Regional Fire Safety Supervisor will conduct an annual safety inspection. In both cases, all safety practices and training documentations will be reviewed. Any deficiencies will be reported to the Contractor and CCI or designee. All deficiencies must be corrected within the identified correction date or failure to correct will be handled as outlined in the SLA.

Prisoner Labor

The Contractor must utilize prisoner labor, provided by the MDOC, to assist in the delivery of food service operations as described below. Prisoners must not be considered employees of the Contractor for any purposes whatsoever. The MDOC will be responsible for payment of all prisoner wages.

The MDOC will select and provide sufficient prisoner labor in accordance with the MDOC prisoner Job Manual. Prisoner labor includes food preparation, serving, sanitation, and other activities that the Contractor determines can be appropriately handled by prisoner labor for all meals, with the exception of periods of lock downs, strikes, or other emergencies. The actual number of prisoners used must be agreed upon by the Warden or designee and Contractor and reviewed or revised as necessary. The Contractor may request the Warden or designee to remove prisoner staff from assignment to food service. The Warden or designee will make final determination for removal from assignment (NOTE: MDOC policy requires that no prisoner be assigned to any position that requires him or her to supervise another prisoner).

In the event of rule violations by prisoners working with the Contractor, the Contractor must document the incident, on forms provided by the MDOC, and notify security personnel at the institution per MDOC Policies and Procedures. Copies of all documentation must be submitted to the Control Center at each institution. The MDOC's security personnel will take the necessary steps for disciplinary action.



The Contractor will be responsible for providing disposable hairnets, beard guards, gloves, aprons, etc. The MDOC will be responsible for providing the kitchen workers with uniforms, boots and shoes. The MDOC will launder and maintain said uniforms.

Prisoner Pay and Evaluations

The Contractor must complete an accurate recording and certification of prisoner workers' payroll sheets. The payroll sheets must be submitted to the assigned person at each institution. The time and place must be agreed upon and designated by the Warden or designee. The Contractor must conduct other required evaluations of prisoners as deemed necessary by the Warden or designee of each institution.

Prisoner Complaints and Grievances

Prisoners have the opportunity to file grievances about any aspect of their incarceration, including food service. Any grievances filed by prisoners regarding food service must be referred to the Contractor's Management Staff (Food Services Manager), who must review the grievance and take appropriate action consistent with prisoner grievance procedures outlined in MDOC policy. Upon request from the MDOC or CCI or designee, the Contractor, must furnish all information provided in response to any grievance. The prisoner may appeal to Step III for further resolution of any grievance not satisfied in the Step I or Step II review. A high number of appeals upheld at this level would indicate a problem or breakdown and possible weakness in the delivery of food services. Eighty percent of upheld grievances may result in breach of Contract(s) and possible non-renewal or termination of Contract(s). If more than 5% of the total prisoner population files grievances in a period of one month and these grievances are upheld to Step III, the Contractor will be subjected to the SLA.

Any grievances filed by a prisoner regarding food service must be promptly forwarded to the MDOC shift supervisor who must review the grievance, investigate, obtain statements from the Contractor's staff and process the grievance pursuant to MDOC policy.

Prisoner Training

A comprehensive prisoner training program must be developed and implemented by the Contractor prior to the commencement of food service delivery. The curriculum is subject to the approval of the MDOC. The Training Program must provide the following:

- a. Proper use and sanitation of food service equipment
- b. Sanitation
- c. Proper food preparation and handling
- d. Prisoners who handle dirty/soiled laundry must be properly trained in laundry procedures
- e. Biohazard procedures
- f. Fire safety

The Contractor must properly document all training and provide all documentation to the MDOC as requested. All training provided to prisoner workers must be documented on MDOC Form CAJ-900: Prisoner Worker Safety Training Record (Attachment I). These records must be maintained on site and available for review upon request by MDOC.

The Contractor will also develop and implement a vocational training program at all MDOC facilities. The Contractor must work with the MDOC to develop standards, eligibility criteria and program rules. The Contractor must track the success of the program and must provide quarterly reports to the MDOC related to participation and program successes. All supplies and resources needed to complete the program are the Contractor's responsibility and are included in the per prisoner per meal price indicated in Attachment A - Pricing.

1.030 Roles and Responsibilities

1.031 Contractor Staff, Roles, and Responsibilities

The following are considered key personnel for this Contract:

Contract Manager: Michael Flesch
Program Manager: Glenn Klander



Program Manager: John Morario

These positions will receive final approval once successfully passing a LEIN clearance.

Staffing Plans

The Contractor may consider any former or current MDOC employee for employment, but is not required to do so. If any former or current MDOC employee is considered for employment with the Contractor, it is at the Contractor's sole discretion and this consideration does not create any property right to employment.

Staffing Qualifications

The Contractor must employ staff that possesses the minimum qualifications as noted below:

Management Level Staff

Must be a graduate of a college or university with a bachelor's degree with coursework in food preparation, food management or a related area. Completion of a program of study from a vocational / technical school in a food service area can substitute for one year of the required college education. Must have two years of experience in the operation and management of institutional, military or commercial food service operations. Experience in one of the above areas will substitute for the education on a year-for-year basis.

Line Staff

Must be a high school graduate. Must have four years of professional experience in a food service operation.

The MDOC may grant an education/experience waiver if there are exceptional circumstances regarding a candidate being considered for employment.

Staffing Schedules / Vacancies

The Contractor must maintain the approved minimum staffing plan and scheduled hours of coverage during the life of the Contract and must ensure that all Contractor management and line staff positions are filled for the entire scheduled work period(s) and those individuals are physically present at the work site as scheduled.

Under no circumstances can any identified management or line staff position remain vacant for longer than 72 hours. When an absence occurs in a position that is normally occupied by an approved and qualified staff member, the Contractor must immediately provide an approved and qualified temporary/interim staff member. The temporary/interim staff member must meet the minimum qualifications for that position. If a position remains vacant for more than 72 hours, the Contractor will be handled as outlined in the SLA. Notwithstanding the above, if a position remains vacant for longer than 72 hours related to the State's performance of security background checks the Contractor will not be held liable as outlined in the SLA.

The Contractor must utilize the facility time clock, which must be used to substantiate and document an employee's actual on-site work. This time record must be provided to the MDOC upon request during any auditing or monitoring process.

Staff Training

The Contractor must ensure that all Contractor staff are trained in food handling and sanitation on an annual basis and as required by the ServSafe. This training must be documented and kept on file, at each institution, with any certificates, or training credits. The Contractor must ensure that all staff is familiar with applicable MDOC policies and procedures, rules and regulations, as well as applicable ACA and MDOC standards and documentation.

All staff provided by the Contractor must attend the MDOC's pre-service training as well as the required annual MDOC computer or basic service training. These programs will be provided at no charge to the Contractor. The Contractor will be responsible for payment of the Contractor staff salaries, benefits and other expenses, while attending any MDOC required training. All required food service training must be developed and provided by the Contractor. All training provided to Contractor staff by MDOC must be documented on MDOC Form CAH-854. These records must be maintained on-site and available for review upon request by MDOC.

The Contractor's on-site Food Service Manager must attend MDOC meetings as requested at each institution and any other applicable meetings. The Contractor will be responsible for payment of the Contractor staff salaries, benefits, and other expenses while attending any MDOC required meetings.



Staff Conduct

Contractor staff must adhere to the standards of conduct governing MDOC's personnel including adherence to policy and procedure guidelines, particularly rules of conduct, employee clothing/grooming requirements, security procedures, and any other applicable rules and regulations. Tobacco and cell phones are not allowed on State grounds. The Contractor must adhere to all standards as outlined in MDOC Policy Directives.

Contractor staff are subject to a criminal background check, MDOC drug testing policies and any other staff safeguards required of MDOC staff. All necessary information to conduct such background checks must be provided from all staff as required by policy. Contractor will be responsible for all costs related to drug testing.

Any violation or attempted violation of the policy regulations, work rules, and employee conduct, will be closely scrutinized. The Contractor must report any incident requiring investigation by the Contractor in writing to the CCI or designee, within 24 hours of the Contractor knowledge of the incident. Failure of the Contractor to report a violation or attempted violation or take appropriate disciplinary action against the offending party or parties will be handled as outlined in the SLA.

The MDOC reserves the right to deny access to any institution and facility to any Contractor staff member found to have violated the provision of this section.

Staff Uniforms

The Contractor must provide staff uniforms for all assigned personnel. The uniforms must be neat in appearance and approved by the MDOC. Designated uniforms must be separate and distinct from facility-uniformed personnel and prisoners.

Additional Contractor Responsibilities

Contractor staff must adhere to MDOC work rules.

Contractor must produce, upon request, any and all records related to any investigation conducted by the Contractor that directly impacts the Department or violates the MDOC Policy Guidelines. The MDOC must receive any and all records related to an investigation that directly impacts the MDOC or violates the MDOC Policy Guidelines. The Contractor must also cooperate with MDOC in any internal investigation conducted by MDOC regarding the conduct of Contractor or the Contractor's employees.

The MDOC reserves the right to deny access to any institution or facility to any Contractor staff member who fails to comply with any applicable State, federal, or local law, ordinance or regulation, or whose presence may compromise the security of the facility, its members, or staff.

BACKGROUND CHECKS/DRUG AND ALCOHOL SCREENING:

All Contracted employees will be subject to a pre-employment criminal background check, pre-employment drug and alcohol screening, and random drug and alcohol screening in compliance with applicable State and federal laws. The pre-employment criminal background check will be completed by and at the expense of the MDOC. The pre-employment drug and alcohol screening and random drug and alcohol screenings will be completed by and at the expense of Contractor. Contractor employees are prohibited from: consuming alcohol while on duty, being on duty with alcohol or drugs present in the employee's system/body fluids, refusing to submit to a required drug or alcohol test, or to interfere with any testing procedure or tamper with any test sample.

- The MDOC will conduct all pre-employment criminal background checks for Contractor's employees. The Contractor must ensure that pre-employment drug and alcohol screening are completed for all employees assigned to the MDOC, and in compliance with applicable State and federal laws, rules, and regulations. Contractor shall provide confirmation in writing to the MDOC stating that all on-site employees have passed such tests and screenings. If any of the Contractor's employees have a felony or misdemeanor conviction (excluding minor driving offenses), the Contractor's employee are not be permitted to work under this Contract and may not enter into any MDOC facility.
- Test results, along with proof of consent, must be maintained in the Contractor's employee file. Random drug and alcohol screening must be completed by the Contractor for 2% of employees working at MDOC on a monthly basis. Contractor must confirm with the MDOC CCI, Project Manager or designee that each employee tested has passed, and Contractor must maintain the results of such



- testing in each individual employee's file. Any employee with a confirmed positive result from any drug or alcohol test will not be permitted to work under this Contract.
- Reasonable suspicion testing will be required by the Contractor and Subcontractor if there is verified suspicion that the Contracted employee has violated the prohibited drug and alcohol statement above. Any employee with a confirmed positive result from any drug or alcohol test will be prohibited from working at the MDOC.
 - Post-accident testing will be required by the Contractor and Subcontractor if there is evidence that a contracted employee or employees may have caused or contributed to a serious work accident. Any employee with a confirmed positive result from any drug or alcohol test will be prohibited from working at MDOC.
 - Pre-employment criminal background checks will be completed by the MDOC for all Contractor personnel assigned to and working at MDOC by the Contractor.
 - All Contractor employees must comply with all applicable State and federal laws, rules and regulations, while working on site at MDOC at all times.
 - All Contractor and Subcontractor employees must meet all current health testing requirements (as required and allowed by law) (i.e. Tuberculosis (TB) skin test screening, etc.). The Contractor will be responsible for all related cost for initial employee health screening including, TB testing. Yearly, MDOC provides TB skin test screening for MDOC employees. MDOC will include Contractor employees in this testing at no cost to the Contractor.

The MDOC will perform a background check (including a LEIN check) and a Michigan State Police Background check (ICHAT) for all Contractor personnel before they may have access to State facilities and systems. Any request for background checks will be initiated by the State and will be reasonably related to the type of work requested.

All Contractor personnel must comply with the State's security and acceptable use policies for State IT equipment and resources. See <http://www.michigan.gov/dit>. Furthermore, Contractor personnel must agree to the State's security and acceptable use policies before the Contractor personnel will be accepted as a resource to perform work for the State. The Contractor must present these documents to the prospective employee before the Contractor presents the individual to the State as a proposed resource. Contractor staff must comply with all Physical Security procedures in place within the facilities where they are working.

1.040 Project Plan

1.041 Project Plan Management

A. Start Up Plan

1. The Contractor has provided a high level start up plan to the MDOC CCI for the Start Up Transition Period. Within 10 calendar days of Contract execution, the Contractor must submit a revised, expanded, detailed narrative of their Start Up Transition Plan to the MDOC CCI. The Contractor must continue to revise the Start Up Plan and submit to the MDOC CCI, on no less than a monthly basis, until all items have been successfully implemented, per the MDOC CCI's input on progression of, or acceptance of each item.
2. The Contractor's Start Up Plan must ensure they work in partnership with the MDOC, all subcontractors and current MDOC facility staff, including administration and food service, to provide delivery of uninterrupted meals to the prison population, in a manner consistent with current facility operations. The Contractor must be responsible for a customized plan of action to ensure a seamless transition in all aspects of contracted services. To accomplish this, the Contractor activities must include, but are not limited to, the following:
 - a. Conduct regular, scheduled communication with key MDOC and subcontractor personnel and MDOC facility administration as appropriate.
 - b. The components of the startup plan must include staffing, procurement of food and non-food items, sanitation and safety procedures, training and recruitment, menu and nutritional guidelines, finance and documentation, equipment inventory/repairs/replacements.
 - c. Deployment of contract and transition management teams.
 - d. Recruitment initiatives designed to retain incumbent personnel (when applicable).
 - e. Implementation of comprehensive orientation and in-service training programs.



- f. Completion of inventories on equipment with MDOC.
 - g. Finalizing IT activities.
 - h. Implementation of the Contractor's Implementation and Checklist (in addition to the MDOC Start Up Plan activities) and Transition Tasks.
 - i. Post Implementation Review.
 - j. Jointly review all contract attachments and appendices to confirm accuracy.
- B. Post-Implementation Review – The Contractor must conduct a post-implementation survey process to provide an internal evaluation and assessment of the program Implementation approximately 90 days after the Services "Go Live" start date. The post-implementation survey must include items relative to all important start up activities and compliance with key contract provisions, and mutually agreed by the MDOC CCI and the Contractor. The Contractor's survey team must visit each geographic region and review accomplishments, opportunities for improvement and compliance with the startup / transition checklist and key contract provisions. Survey results must be submitted to the MDOC CCI.

1.042 Reports

Records, Documentation, and Reports

The Contractor must maintain all records and documentation required to ensure adequate food service operations. The Contractor must maintain complete and accurate record keeping and documentation on site as required by the MDOC and the terms of the Contract. Copies of all records and documents must be made available to the MDOC upon request. All copying necessary for payment purposes or to meet other terms of the Contract will be at the Contractor expense. All invoices and documentation must be clear and legible for audit purposes. All documents must be retained by the Contractor, at the Institution, for the duration of the Contract. The Contractor will be considered in violation of the Contract if any records are not available at the time of an audit.

Upon expiration or termination of the Contract, all documents and records listed below must be submitted to the MDOC. The MDOC may request additional documents and records pertaining exclusively to this Contract so long as they are not proprietary or confidential to Contractor.

The following is a minimum list of records and documents that must be maintained by the Contractor:

1. MDOC production sheets with HACCP information filled out completely on a per meal basis. These records must include the amount of food prepared, the amount of leftovers, and the usage of leftovers.
2. Weekly inventory logs including the perpetual inventory maintained daily on all food products in the kitchen with inventory counted, by Contractor staff, at the beginning and end of each calendar month. Inventory records must indicate all receipts for purchases, transfers, disbursements, and spoilage.
3. The actual SWSM served, on a monthly basis, with identification of any menu item changes for the previous month and any substitutions. This documentation must be maintained by the Contractor, at the institution, in an accessible area and will be reviewed by the CCI or designee or MDOC staff during routine site visits.
4. The actual Diet Menu served, on a monthly basis, with identification of any menu item changes for the previous month and any substitutions. This documentation must be maintained by the Contractor, at the institution, in an accessible area and will be reviewed by the CCI or designee or MDOC staff during routine site visits.
5. All documentation of food products and supplies received at the facility indicating price, quantity, vendor and original invoice number.
6. All records and documents indicating the total meal count with all back-up documents. This documentation must indicate the number of prisoner and staff.
7. All records and documents indicating the number of employees per week and hours worked by each employee.



8. All MDOC inspection reports.
9. A copy of any and all additional inspection reports required by the MDOC, ACA, or by local, State, or federal regulations. This must include any and all forms, reports or documentation the MDOC deems necessary to manage a food service operation or facilitate the monitoring of the Contract.
10. All records and documentation required for NSLP.
11. Any reports requested by the MDOC.
12. Quarterly report for Equipment Funds.

1.050 Acceptance

1.051 Criteria

The following criteria will be used by the State to determine Acceptance of the Services or Deliverables provided under this SOW:

Acceptance of services/deliverables will be determined when Contractor is providing all meal service in each MDOC facility and the respective invoice is verified and approved by the CCI or their designee.

1.052 Reserved

1.060 Pricing

1.061 Pricing

See Attachment A – Pricing for details.

The MDOC will employ one CCI and eight contract monitors who will be assigned designated facilities to ensure the Contractor meets all MDOC requirements of the Contract.

Contractor's out-of-pocket expenses are not separately reimbursable by the State unless, on a case-by-case basis for unusual expenses, the State has agreed in advance and in writing to reimburse Contractor for the expense at the State's current travel reimbursement rates. See www.michigan.gov/dtmb for current rates.

1.062 Price Term

See Attachment A – Pricing for details.

1.063 Tax Excluded from Price

(a) **Sales Tax:** For purchases made directly by the State, the State is exempt from State and Local Sales Tax. Prices must not include the taxes. Exemption Certificates for State Sales Tax will be furnished upon request.

(b) **Federal Excise Tax:** The State may be exempt from Federal Excise Tax, or the taxes may be reimbursable, if articles purchased under any resulting Contract are used for the State's exclusive use. Certificates showing exclusive use for the purposes of substantiating a tax-free or tax-reimbursable sale will be sent upon request. If a sale is tax exempt or tax reimbursable under the Internal Revenue Code, prices must not include the Federal Excise Tax.

1.064 Reserved



1.070 Additional Requirements

1.071 Additional Terms and Conditions specific to this Contract

ACA standards and records

The Contractor must maintain and provide all adequate documentation necessary to maintain ACA files. In the event an institution fails to receive final ACA accreditations, as a direct result of the Contractor's failure to meet the requirements set forth by ACA, the Contractor will be subjected to the SLA. Any other food supply, non-ACA fines or penalties the MDOC may be assessed must be passed through and paid by the Contractor, if caused solely by the Contractor.

Penalties

Penalties, of any nature, not paid within 30 days will be deducted from monthly invoice payments as outlined in the SLA.

Review Meetings

The Contractor and the MDOC, within 60 days of execution of the Contract, must schedule dates for quarterly review meetings between the Contractor and the MDOC for evaluation of the Contract. Any monthly reports to be used to monitor and maintain adequate food service operations must be submitted and approved at this time.

Employee Discipline

The Contractor must develop an employee discipline policy no less stringent than MDOC Policies and Procedures.

The Contractor must report all instances of discipline, including licensing issues that directly impact the Department or violate the MDOC Policy Guidelines, to the MDOC CCI immediately. The Department must receive notification of all instances that directly impact the Department or violates MDOC Policy Guidelines.

The Contractor must immediately notify MDOC CCI of any alleged violations of MDOC Policies and Procedures or work rule violations that pertain to the Contractor staff.

See Attachment C – Service Level Agreement (SLA)

Miscellaneous

Some Satellite units (Maxey, the Forensic Center, and others as needed) require the use of a vehicle provided by the Contractor.

The Contractor must deliver inside the facility to the kitchen for serving; and serving and oversight of the meal is managed by Contractor staff at Woodland.

Bulk food is served on a Satellite serving line and must be managed by the Contractor staff.

Sack meals must be kept refrigerated via insulated carriers supervised by transportation officers or crew supervisors until dispersed to the work crews or others requiring sack meals.

The MDOC LAN provides Intranet services, all other Internet services are the responsibility of the Contractor. All Internet connections must be secure.

The Contractor must comply with all NSLP requirements.



Article 2, Terms and Conditions

2.000 Contract Structure and Term

2.001 Contract Term

The Contract is for a period of three years beginning October 1, 2013, through September 30, 2016.

2.002 Options to Renew

The Contract may be renewed in writing by mutual agreement of the parties not less than 30 days before its expiration. The Contract may be renewed for up to two additional one-year periods.

2.003 Legal Effect

Contractor must show acceptance of the Contract by signing two copies of the Contract and returning them to the Contract Administrator. The Contractor must not proceed with the performance of the work to be done under the Contract, including the purchase of necessary materials, until both parties have signed the Contract to show acceptance of its terms, and the Contractor receives a Contract release/purchase order that authorizes and defines specific performance requirements.

Except as otherwise agreed in writing by the parties, the State assumes no liability for costs incurred by Contractor or payment under the Contract, until Contractor is notified in writing that the Contract (or Change Order) has been approved by the State Administrative Board (if required), approved and signed by all the parties, and a Purchase Order against the Contract has been issued.

2.004 Attachments & Exhibits

All Attachments and Exhibits affixed to any and all Statement(s) of Work, or appended to or referencing the Contract, are incorporated in their entirety and form part of the Contract.

2.005 Ordering

Exact quantities to be purchased are unknown; however, the Contractor must furnish all such materials and services as may be ordered during the contract period. Quantities specified, if any, are estimates based on prior purchases, and the State is not obligated to purchase in these or any other quantities.

2.006 Order of Precedence

Any inconsistency in the terms associated with this Contract will be resolved by giving precedence to the terms in the following descending order:

- (a) Mandatory sections (2.001, Contract Term, 2.003, Legal Effect, 2.044(c), Invoicing and Payment – In General, 2.130, Insurance, 2.140, Indemnification, 2.150, Termination/Cancellation, 2.211, Governing Law, 2.220, Limitation of Liability);
- (b) The most recent Statement of Work related to this Contract;
- (c) All sections from Article 2 - Terms and Conditions, not listed in subsection (a);
- (d) Any attachment or exhibit to the Contract;
- (e) Any Purchase Order, Direct Voucher, or Procurement Card Order issued under the Contract; and
- (f) Bidder Responses obtained during the RFP process.

2.007 Headings

Captions and headings used in the Contract are for information and organization purposes. Captions and headings, including inaccurate references, do not, in any way, define or limit the requirements or terms and conditions of the Contract.

2.008 Form, Function & Utility

If the Contract is for use of more than one State agency and if the Deliverable/Service does not meet the form, function, and utility required by that State agency, that agency may, subject to State purchasing policies, procure the Deliverable/Service from another source.

2.009 Reformation and Severability

Each provision of the Contract is severable from all other provisions of the Contract. If any provision of this Contract is ruled invalid or unenforceable by a court of competent jurisdiction, it will be severed from the Contract and all remaining provisions will remain in effect.



2.010 Consents and Approvals

Except as expressly provided otherwise in the Contract, if either party requires the consent or approval of the other party for the taking of any action under the Contract, the consent or approval must be in writing and must not be unreasonably withheld or delayed.

2.011 No Waiver of Default

Failure by a party to insist upon strict adherence to any term of the Contract does not waive that party's right to later insist upon strict adherence to that term, or any other term, of the Contract.

2.012 Survival

The provisions of this Contract that impose continuing obligations, including warranties, indemnification, and confidentiality, will survive the expiration or termination of this Contract.

2.020 Contract Administration

2.021 Issuing Office

The Contract is issued by the Department of Technology, Management and Budget, DTMB-Procurement and MDOC (collectively, including all other relevant State of Michigan departments and agencies, the "State"). DTMB-Procurement is the sole point of contact in the State with regard to all procurement and contractual matters relating to the Contract. **DTMB-Procurement is the only State office authorized to change, modify, amend, alter or clarify the prices, specifications, terms and conditions of the Contract.** The Contractor Administrator within DTMB-Procurement for the Contract is:

Lance Kingsbury
DTMB - Procurement
Mason Bldg, 2nd Floor
PO Box 30026
Lansing, MI 48909
kingsburyl@michigan.gov
Phone: 517-241-3768

2.022 Contract Compliance Inspector

After DTMB-Procurement receives the properly executed Contract, it is anticipated that the Chief Procurement Officer, in consultation with MDOC, will direct the person named below, or any other person so designated, to monitor and coordinate the activities for the Contract on a day-to-day basis during its term. **However, monitoring of the Contract implies no authority to change, modify, clarify, amend, or otherwise alter the prices, terms, conditions and specifications of the Contract as that authority is retained by DTMB Procurement.** The CCI for the Contract is:

Kevin Weissenborn
Michigan Department of Corrections
Grandview Plaza
206 East Michigan Avenue
Lansing, MI 48909
Phone: 517-373-9550
Email: weissenbornk@michigan.gov

2.023 Reserved

2.024 Change Requests

The State reserves the right to request, from time to time, any changes to the requirements and specifications of the Contract and the work to be performed by the Contractor under the Contract. During the course of ordinary business, it may become necessary for the State to discontinue certain business practices or create Additional Services/Deliverables. At a minimum, to the extent applicable, the State would like the Contractor to provide a detailed outline of all work to be done, including tasks necessary to accomplish the services/deliverables, timeframes, listing of key personnel assigned, estimated hours for each individual per task, and a complete and detailed cost justification.



If the Contractor does not so notify the State, the Contractor has no right to claim thereafter that it is entitled to additional compensation for performing that service or providing that deliverable.

Change Requests:

- (a) By giving Contractor written notice within a reasonable time, the State must be entitled to accept a Contractor proposal for Change, to reject it, or to reach another agreement with Contractor. Should the parties agree on carrying out a Change, a written Contract Change Notice must be prepared and issued under the Contract, describing the Change and its effects on the Services and any affected components of the Contract (a "Contract Change Notice").
- (b) No proposed Change may be performed until the proposed Change has been specified in a duly executed Contract Change Notice issued by the DTMB-Procurement.
- (c) If the State requests or directs the Contractor to perform any activities that Contractor believes constitute a Change, the Contractor must notify the State that it believes the requested activities are a Change before beginning to work on the requested activities. If the Contractor fails to notify the State before beginning to work on the requested activities, then the Contractor waives any right to assert any claim for additional compensation or time for performing the requested activities.

2.025 Notices

Any notice given to a party under the Contract must be deemed effective, if addressed to the State contact as noted in Section 2.021 and the Contractor's contact as noted on the cover page of the Contract, upon: (i) delivery, if hand delivered; (ii) receipt of a confirmed transmission by facsimile if a copy of the notice is sent by another means specified in this Section; (iii) the third Business Day after being sent by U.S. mail, postage pre-paid, return receipt requested; or (iv) the next Business Day after being sent by a nationally recognized overnight express courier with a reliable tracking system. Either party may change its address where notices are to be sent by giving notice according to this Section.

2.026 Binding Commitments

Representatives of Contractor must have the authority to make binding commitments on Contractor's behalf within the bounds set forth in the Contract. Contractor may change the representatives from time to time upon written notice.

2.027 Relationship of the Parties

The relationship between the State and Contractor is that of client and independent contractor. No agent, employee, or servant of Contractor or any of its Subcontractors will be deemed to be an employee, agent or servant of the State for any reason. Contractor is solely and entirely responsible for its acts and the acts of its agents, employees, servants, and Subcontractors during the performance of the Contract. No third party shall have any rights under or in connection with this Contract.

No Co-employer/Employee Relationship

The Contractor must acknowledge that this Contract does not create a co-employer/employee relationship between the Contractor and the State of Michigan, its agencies or departments including MDOC, or between the Contractor's employees and the State of Michigan, its agencies or departments, including MDOC. The Contractor must inform each of its employees in writing that the State of Michigan, its agencies or departments, including MDOC is not the employer of the Contractor or the Subcontractor's employees and that the State of Michigan, its agencies or departments, including MDOC is not a co-employer of the Contractor's or Subcontractor's employees. The Contractor agrees to have each of its employees and Subcontractor's employees assigned to any MDOC facility acknowledge the same in writing and agrees to maintain current documentation concerning the employment relationship referenced in this paragraph in each of the Contractors' and Subcontractors' employee files.

2.028 Covenant of Good Faith

Each party must act reasonably and in good faith. Unless stated otherwise in the Contract, the parties must not unreasonably delay, condition, or withhold the giving of any consent, decision, or approval that is either requested or reasonably required of them in order for the other party to perform its responsibilities under the Contract.



2.029 Assignments

(a) Neither party may assign the Contract, or assign or delegate any of its duties or obligations under the Contract, to any other party (whether by operation of law or otherwise), without the prior written consent of the other party; provided, however, that the State may assign the Contract to any other State agency, department, division, or department without the prior consent of Contractor and Contractor may assign the Contract to an affiliate so long as the affiliate is adequately capitalized and can provide adequate assurances that the affiliate can perform the requirements of the Contract. The State may withhold consent from proposed assignments, subcontracts, or novations when the transfer of responsibility would operate to decrease the State's likelihood of receiving performance on the Contract or the State's ability to recover damages.

(b) Contractor may not, without the prior written approval of the State, assign its right to receive payments due under the Contract. If the State permits an assignment, the Contractor is not relieved of its responsibility to perform any of its contractual duties, and the requirement under the Contract that all payments must be made to one entity continues.

(c) If the Contractor intends to assign the Contract or any of the Contractor's rights or duties under the Contract, the Contractor must notify the State in writing at least 90 days before the assignment. The Contractor also must provide the State with adequate information about the assignee within a reasonable amount of time before the assignment for the State to determine whether to approve the assignment.

2.030 General Provisions

2.031 Media Releases

News releases (including promotional literature and commercial advertisements) pertaining to the RFP and Contract or project to which it relates must not be made without prior written State approval, and then only in accordance with the explicit written instructions from the State. No results of the activities associated with the RFP and Contract are to be released without prior written approval of the State and then only to persons designated.

2.032 Contract Distribution

DTMB-Procurement retains the sole right of Contract distribution to all State agencies and local units of government unless other arrangements are authorized by DTMB-Procurement.

2.033 Permits

Contractor must obtain and pay any associated costs for all required governmental permits, licenses, and approvals for the delivery, installation and performance of the Services.

2.034 Website Incorporation

The State is not bound by any content on the Contractor's website, even if the Contractor's documentation specifically referenced that content and attempts to incorporate it into any other communication, unless the State has actual knowledge of the content and has expressly agreed to be bound by it in a writing that has been manually signed by an authorized representative of the State.

2.035 Future Bidding Preclusion

Contractor acknowledges that, to the extent the Contract involves the creation, research, investigation or generation of a future RFP, it may be precluded from bidding on the subsequent RFP. The State reserves the right to disqualify any bidder if the State determines that the bidder has used its position (whether as an incumbent Contractor, or as a Contractor hired to assist with the RFP development, or as a vendor offering free assistance) to gain a competitive advantage on the RFP

2.036 Freedom of Information

This Contract and all information submitted to the State by the Contractor is subject to the Michigan Freedom of Information Act (FOIA), 1976 PA 442, MCL 15.231, *et seq.* As Contractor is not a state actor and is not operating under the color of state law, Contractor is not required to respond to any state or federal FOIA requests by third parties.



2.037 Disaster Recovery

Contractor and the State recognize that the State provides essential services in times of natural or man-made disasters. Therefore, except as so mandated by federal disaster response requirements, Contractor personnel dedicated to providing Services/Deliverables under the Contract must provide the State with priority service for repair and work around in the event of a natural or man-made disaster.

2.040 Financial Provisions

2.041 Fixed Prices for Services/Deliverables

Each Statement of Work or Purchase Order issued under the Contract must specify (or indicate by reference to the appropriate Contract Exhibit) the firm, fixed prices for all Services/Deliverables, and the associated payment milestones and payment amounts. The State may make progress payments to the Contractor when requested as work progresses, but not more frequently than monthly, in amounts approved by the Contract Administrator, after negotiation. Contractor must show verification of measurable progress at the time of requesting progress payments.

2.042 Adjustments for Reductions in Scope of Services/Deliverables

If the scope of the Services/Deliverables under any Statement of Work issued under the Contract is subsequently reduced by the State, the parties must negotiate an equitable reduction in Contractor's charges or increase to the price per meal (whichever is appropriate) under such Statement of Work commensurate with the reduction in scope.

2.043 Services/Deliverables Covered

For all Services/Deliverables to be provided by Contractor (and its Subcontractors, if any) under the Contract, the State must not be obligated to pay any amounts in addition to the charges specified in the Contract.

2.044 Invoicing and Payment – In General

(a) Reserved

(b) Reserved

(c) Correct invoices will be due and payable by the State, in accordance with the State's standard payment procedure as specified in 1984 PA 279, MCL 17.51 *et seq.*, within 45 days after receipt, provided the State determines that the invoice was properly rendered.

(d) All invoices must reflect actual work done. The daily count of actual meals served, not the daily population count, in each institution must be the total number of meals invoiced to the MDOC. Contractor must use the MDOC Meal Trac system as the method for counting prisoners at each meal. At the end of each month, these numbers will be totaled and the Contractor must bill the MDOC for the total number of prisoner meals served by the facility times the per prisoner per meal (PPPM) rate. Although the Contractor must submit one total invoice for the MDOC, each invoice must be broken down by facility. Specific details of invoices and payments must be agreed upon between the CCI and the Contractor.

The specific payment schedule for any Contract(s) entered into, as the State and the Contractor must be mutually agreed upon. The schedule must show payment amount and must reflect actual work done by the payment dates, less any penalty cost charges accrued by those dates. As a general policy, statements must be forwarded to the designated representative by the 15th day of the following month.

2.045 Pro-ration

To the extent there are any Services that are to be paid for on a monthly basis, the cost of such Services must be pro-rated for any partial month.

2.046 Antitrust Assignment

The Contractor assigns to the State any claim for overcharges resulting from antitrust violations to the extent that those violations concern materials or services supplied by third parties to the Contractor, toward fulfillment of the Contract.



2.047 Final Payment

The making of final payment by the State to Contractor does not constitute a waiver by either party of any rights or other claims as to the other party's continuing obligations under the Contract, nor will it constitute a waiver of any claims by one party against the other arising from unsettled claims or failure by a party to comply with the Contract, including claims for Services and Deliverables not reasonably known until after acceptance to be defective or substandard. Contractor's acceptance of final payment by the State under the Contract must constitute a waiver of all claims by Contractor against the State for payment under the Contract, other than those claims previously filed in writing on a timely basis and still unsettled.

2.048 Electronic Payment Requirement

Electronic transfer of funds is required for payments on State contracts. The Contractor must register with the State electronically at <http://www.cpexpress.state.mi.us>. As stated in 1984 PA 431, all contracts that the State enters into for the purchase of goods and services must provide that payment will be made by Electronic Fund Transfer (EFT).

2.050 Taxes

2.051 Employment Taxes

Contractors are expected to collect and pay all applicable federal, State, and local employment taxes.

2.052 Sales and Use Taxes

Contractors are required to be registered and to remit sales and use taxes on taxable sales of tangible personal property or services delivered into the State. Contractors that lack sufficient presence in Michigan to be required to register and pay tax must do so as a volunteer. This requirement extends to: (1) all members of any controlled group as defined in § 1563(a) of the Internal Revenue Code and applicable regulations of which the company is a member, and (2) all organizations under common control as defined in § 414(c) of the Internal Revenue Code and applicable regulations of which the company is a member that make sales at retail for delivery into the State are registered with the State for the collection and remittance of sales and use taxes. In applying treasury regulations defining "two (2) or more trades or businesses under common control" the term "organization" means sole proprietorship, a partnership (as defined in § 701(a)(2) of the Internal Revenue Code), a trust, an estate, a corporation, or a limited liability company.

2.060 Contract Management

2.061 Contractor Personnel Qualifications

All persons assigned by Contractor to the performance of Services under the Contract must be employees of Contractor or its majority-owned (directly or indirectly, at any tier) subsidiaries (or a State-approved Subcontractor) and must be fully qualified to perform the work assigned to them. Contractor must include a similar provision in any subcontract entered into with a Subcontractor. For the purposes of the Contract, independent contractors engaged by Contractor solely in a staff augmentation role must be treated by the State as if they were employees of Contractor for the Contract only; however, the State understands that the relationship between Contractor and Subcontractor is an independent contractor relationship.

2.062 Contractor Key Personnel

- (a) The Contractor must provide the CCI with the names of the Key Personnel.
- (b) Key Personnel must be dedicated to the Contract for its entirety as defined in the Contract.
- (c) The State reserves the right to recommend and approve in writing the initial assignment, as well as any proposed reassignment or replacement, of any Key Personnel. Before assigning an individual to any Key Personnel position, Contractor must notify the State of the proposed assignment, must introduce the individual to the appropriate State representatives, and must provide the State with a resume and any other information about the individual reasonably requested by the State. The State reserves the right to interview the individual before granting written approval. If the State disapproves of an individual, the State will provide a written explanation including reasonable detail outlining the reasons for the rejection.



(d) Contractor must not remove any Key Personnel from their assigned roles on the Contract without the prior written consent of the State. The Contractor's removal of Key Personnel without the prior written consent of the State is an unauthorized removal ("Unauthorized Removal"). Unauthorized Removals do not include replacing Key Personnel for reasons beyond the reasonable control of Contractor, including illness, disability, leave of absence, personal emergency circumstances, resignation or for cause termination of the Key Personnel's employment. Unauthorized Removals do not include replacing Key Personnel because of promotions or other job movements allowed by Contractor personnel policies or Collective Bargaining Agreement(s) as long as the State receives prior written notice before shadowing occurs and Contractor provides 30 days of shadowing unless parties agree to a different time period. The Contractor with the State must review any Key Personnel replacements and appropriate transition planning must be established. Any Unauthorized Removal may be considered by the State to be a material breach of the Contract.

(e) The Contractor must notify the CCI and the Contract Administrator at least 10 business days before redeploying non-Key Personnel, who are dedicated primarily to the Project, to other projects. If the State does not object to the redeployment by its scheduled date, the Contractor may then redeploy the non-Key Personnel.

(f) Liquidated damages may be assessed by the State for Unauthorized Removal as provided in Section 2.243, Liquidated Damages.

2.063 Re-assignment of Personnel at the State's Request

The State reserves the right to require the removal from the Project of Contractor's personnel found, in the reasonable judgment of the State, to be unacceptable. The State's request must be written with reasonable detail outlining the reasons for the removal request. Additionally, the State's request must be based on legitimate, good-faith reasons. Replacement personnel for the removed person must be fully qualified for the position. If the State exercises this right, and the Contractor cannot immediately replace the removed personnel, the State agrees to an equitable adjustment in schedule or other terms that may be affected by the State's required removal. If any incident with removed personnel results in delay not reasonably anticipatable under the circumstances and which is attributable to the State, the applicable SLAs for the affected Service will not be counted for a time as agreed to by the parties.

2.064 Contractor Personnel Location

All staff assigned by Contractor to work on the Contract must perform their duties either primarily at Contractor's offices and facilities or at State facilities. Without limiting the generality of the foregoing, Key Personnel must, at a minimum, spend at least the amount of time on-site at State facilities as indicated in the applicable Statement of Work. Subject to availability, selected Contractor personnel may be assigned office space to be shared with State personnel.

2.065 Contractor Identification

Contractor employees must be clearly identifiable while on State property by wearing a State-issued badge, as required. Contractor employees are required to clearly identify themselves and the company they work for whenever making contact with State personnel by telephone or other means.

2.066 Cooperation with Third Parties

Contractor must cause its personnel and the personnel of any Subcontractors to cooperate with the State and its agents and other contractors including the State's Quality Assurance personnel. As reasonably requested by the State in writing, Contractor must provide to the State's agents and other contractors reasonable access to Contractor's Project personnel, systems, and facilities to the extent the access relates to activities specifically associated with the Contract and will not interfere or jeopardize the safety or operation of the systems or facilities. The State is not required to provide notice to the Contractor before its agents or other contractors access any systems, facilities or property owned, leased, or otherwise operated by the State, including access to Contractor Project personnel operating therein.

2.067 Contractor Return of State Resources

The Contractor must return to the State any State-furnished, equipment, facilities, and other resources when no longer required for the Contract in the same condition as when provided by the State, reasonable wear and tear excepted.



2.068 Contract Management Responsibilities

The Contractor must assume responsibility for all contractual activities, whether or not that Contractor uses a subcontractor to perform such activities. Further, the State considers the Contractor to be the sole point of contact with regard to contractual matters, including payment of any and all charges resulting from the anticipated Contract. If any part of the work is to be subcontracted, the Contract must include a list of Subcontractors, including firm name and address, contact person and a complete description of work to be subcontracted. The State reserves the right to approve Subcontractors and to require the Contractor to replace Subcontractors found to be unacceptable. The Contractor is totally responsible for adherence by the Subcontractor to all provisions of the Contract. Any change in Subcontractors must be approved by the State, in writing, prior to such change.

2.070 Subcontracting by Contractor

2.071 Contractor Full Responsibility

Contractor has full responsibility for the successful performance and completion of all of the Services and Deliverables. The State will consider Contractor to be the sole point of contact with regard to all contractual matters under the Contract, including payment of any and all charges for Services and Deliverables. The Contractor must make all payments to its Subcontractors or suppliers. Except as otherwise agreed in writing, the State is not obligated to make payments for the Services or Deliverables to any party other than the Contractor.

2.072 State Consent to Delegation

Contractor must not delegate any duties under the Contract to a Subcontractor unless the DTMB-Procurement has given written consent to such delegation. The State reserves the right of prior written approval of all Subcontractors and to require Contractor to replace any Subcontractors found, in the reasonable judgment of the State, to be unacceptable. The State's request must be written with reasonable detail outlining the reasons for the removal request. Additionally, the State's request must be based on legitimate, good-faith reasons. Replacement Subcontractor for the removed Subcontractor must be fully qualified for the position. If the State exercises this right, and the Contractor cannot immediately replace the removed Subcontractor, the State will agree to an equitable adjustment in schedule or other terms that may be affected by the State's required removal. If any such incident with a removed Subcontractor results in delay not reasonable anticipatable under the circumstances and which is attributable to the State, the applicable SLA for the affected Work will not be counted for a time agreed upon by the parties.

2.073 Subcontractor Bound to Contract

In any subcontracts entered into by Contractor for the performance of the Services, Contractor must require the Subcontractor, to the extent of the Services to be performed by the Subcontractor, to be bound to Contractor by the terms of the Contract and to assume toward Contractor all of the obligations and responsibilities that Contractor, by the Contract, assumes toward the State. The State reserves the right to receive copies of and review all subcontracts, although Contractor may delete or mask any proprietary information, including pricing, contained in such contracts before providing them to the State. The management of any Subcontractor is the responsibility of Contractor, and Contractor must remain responsible for the performance of its Subcontractors to the same extent as if Contractor had not subcontracted such performance. Contractor must make all payments to Subcontractors or suppliers of Contractor. Except as otherwise agreed in writing by the State and Contractor, the State will not be obligated to direct payments for the Services other than to Contractor. The State's written approval of any Subcontractor engaged by Contractor to perform any obligation under the Contract will not relieve Contractor of any obligations or performance required under the Contract.

2.074 Flow Down

Except where specifically approved in writing by the State on a case-by-case basis, Contractor must flow down the obligations in **Sections 2.031, 2.060, 2.100, 2.110, 2.120, 2.130, 2.200** in all of its agreements with any Subcontractors.

2.075 Competitive Selection

The Contractor must select Subcontractors (including suppliers) on a competitive basis to the maximum practical extent consistent with the objectives and requirements of the Contract.



2.080 State Responsibilities

2.081 Reserved

2.082 Facilities

The State must designate space as long as it is available and as provided in the Statement of Work, to house the Contractor's personnel whom the parties agree will perform the Services/Deliverables at State facilities (collectively, the "State Facilities"). The Contractor must have reasonable access to, and, unless agreed otherwise by the parties in writing, must observe and comply with all rules and regulations relating to each of the State facilities (including hours of operation) used by the Contractor in the course of providing the Services. Contractor must not, without the prior written consent of the State, use any State facilities or access any State information systems provided for the Contractor's use, or to which the Contractor otherwise gains access in the course of performing the Services, for any purpose other than providing the Services to the State.

2.090 Security

2.091 Reserved

2.092 Security Breach Notification

If the Contractor breaches this Section, the Contractor must (i) promptly cure any deficiencies and (ii) comply with any applicable federal and state laws and regulations pertaining to unauthorized disclosures. Contractor and the State will cooperate to mitigate, to the extent practicable, the effects of any breach, intrusion, or unauthorized use or disclosure. Contractor must report to the State, in writing, any use or disclosure of Confidential Information, whether suspected or actual, other than as provided for by the Contract immediately after becoming aware of the use or disclosure or the shorter time period as is reasonable under the circumstances.

2.093 Reserved

2.100 Confidentiality

2.101 Confidentiality

A party (Discloser) may disclose to the other party (Recipient) Confidential Information. As used in this Section, "Confidential Information" means all information of the parties, except information that is:

- (a) subject to disclosure under the Freedom of Information Act (FOIA), 1976 PA 442, MCL 15.231 *et seq*;
- (b) now available or becomes available to the public without breach of this Contract;
- (c) authorized by the Discloser in writing to be shared with a third party by the Recipient;
- (d) obtained from a third party or parties having no obligation of confidentiality with respect to such information;
- (e) produced pursuant to federal or state law; or
- (f) independently developed by the Recipient without reference to Confidential Information of the Discloser.

2.102 Protection and Destruction of Confidential Information

The State and Contractor must each use at least the same degree of care to prevent disclosing to third parties the Confidential Information of the other as it employs to avoid unauthorized disclosure, publication, or dissemination of its own confidential information of like character, but in no event less than reasonable care. Neither Contractor nor the State will (i) make any use of the Confidential Information of the other except as contemplated by the Contract, (ii) acquire any right in or assert any lien against the Confidential Information of the other, or (iii) if requested to do so, refuse for any reason to promptly return the other party's Confidential Information to the other party. Each party must limit disclosure of the other party's Confidential Information to employees and Subcontractors who must have access to fulfill the purposes of the Contract. Disclosure to, and use by, a Subcontractor is permissible where (A) use of a Subcontractor is authorized under the Contract, (B) the disclosure is necessary or otherwise naturally occurs in connection with work that is within the Subcontractor's scope of responsibility, and (C) Contractor obligates the Subcontractor in a written Contract to maintain the State's Confidential Information in confidence. At the State's request, any employee of Contractor and of any Subcontractor having access or continued access to the State's Confidential



Information may be required to execute an acknowledgment that the employee has been advised of Contractor's and the Subcontractor's obligations under this Section and of the employee's obligation to Contractor or Subcontractor, as the case may be, to protect the Confidential Information from unauthorized use or disclosure.

Promptly upon termination or cancellation of the Contract for any reason, Contractor must return the State's Confidential Information or certify to the State that Contractor has destroyed all of the State's Confidential Information. If the Contractor is specifically required by law to retain certain State Confidential Information, the Contractor may continue to protect and hold such information for the duration of the period mandated by law, at which point the Contractor must certify to the State that it has destroyed any remaining State Confidential Information in its possession.

2.103 Exclusions

Notwithstanding the foregoing, the provisions of **Section 2.100** will not apply to any particular information which the State or Contractor can demonstrate (i) was, at the time of disclosure to it, in the public domain; (ii) after disclosure to it, is published or otherwise becomes part of the public domain through no fault of the receiving party; (iii) was in the possession of the receiving party at the time of disclosure to it without an obligation of confidentiality; (iv) was received after disclosure to it from a third party who had a lawful right to disclose the information to it without any obligation to restrict its further disclosure; or (v) was independently developed by the receiving party without reference to Confidential Information of the furnishing party. Further, the provisions of **Section 2.100** will not apply to any particular Confidential Information to the extent the receiving party is required by law to disclose the Confidential Information, provided that the receiving party (i) promptly provides the furnishing party with notice of the legal request, and (ii) assists the furnishing party in resisting or limiting the scope of the disclosure as reasonably requested by the furnishing party.

2.104 No Implied Rights

Nothing contained in this Section must be construed as obligating a party to disclose any particular Confidential Information to the other party, or as granting to or conferring on a party, expressly or impliedly, any right or license to the Confidential Information of the other party.

2.105 Respective Obligations

The parties' respective obligations under this Section must survive the termination or expiration of the Contract for any reason.

2.110 Records and Inspections

2.111 Inspection of Work Performed

The State's authorized representatives must at all reasonable times have the right to enter Contractor's premises, or any other places, where the Services are being performed, and must have access, upon reasonable request, to Interim drafts of Deliverables or work-in-progress. At all reasonable times, the State's representatives must be allowed to inspect, monitor, or otherwise evaluate the work being performed and to the extent that the access will not reasonably interfere or jeopardize the safety or operation of the systems or facilities. Contractor must provide all reasonable facilities and assistance for the State's representatives.

2.112 Examination of Records

(a) The State, upon 10 days' notice to the Contractor, may examine and copy any of the Contractor's records that relate to this Contract any time during the Audit Period. The State does not have the right to review any information deemed confidential or proprietary by the Contractor if access would require the information to become publicly available. This requirement also applies to the records of any parent, affiliate, or subsidiary organization of the Contractor, or any Subcontractor that performs services in connection with this Contract.

(b) In addition to the rights conferred upon the State in paragraph (a) of this section and in accordance with MCL 18.1470, DTMB or its designee may audit the Contractor to verify compliance with the Contract. The financial and accounting records associated with the Contract shall be made available to DTMB or its designee and the auditor general, upon request, during the term of the Contract and any extension of the Contract and for three years after the later of the expiration date or final payment under the Contract.



2.113 Retention of Records

(a) The Contractor must retain, and provide to the State or its designee and the auditor general upon request, all financial and accounting records related to the Contract through the term of the Contract and for seven years after the latter of termination, expiration, or final payment under this Contract or any extension ("Audit Period").

(b) If an audit, litigation, or other action involving the Contractor's records is initiated before the end of the Audit Period, the Contractor must retain the records until all issues arising out of the audit, litigation, or other action are resolved or until the end of the Audit Period, whichever is later.

2.114 Audit Resolution

If necessary, the Contractor and the State will meet to review each audit report promptly after issuance. The Contractor must respond to each report in writing within 30 days from receipt of the report, unless the report specifies a shorter response time. The Contractor and the State must develop, agree upon, and monitor an action plan to promptly address and resolve deficiencies, concerns, or recommendations in the report.

2.115 Errors

(a) If the audit demonstrates any errors in the documents provided to the State, then the amount in error must be reflected as a credit or debit on the next invoice and in subsequent invoices until the amount is paid or refunded in full. However, a credit or debit may not be carried for more than four invoices. If a balance remains after four invoices, then the remaining amount will be due as a payment or refund within 45 days of the last quarterly invoice that the balance appeared on or termination of the Contract, whichever is earlier.

(b) In addition to other available remedies, if the difference between the payment received and the correct payment amount is greater than 10%, then the Contractor must pay all of the reasonable costs of the audit.

2.120 Warranties

2.121 Warranties and Representations

The Contractor represents and warrants:

(a) It is capable in all respects of fulfilling and must fulfill all of its obligations under the Contract. The performance of all obligations under the Contract must be provided in a timely, professional, and workman-like manner and must meet the performance and operational standards required under the Contract.

(b) The Contract Appendices, Attachments, and Exhibits identify the services necessary for the Deliverable(s) to perform and Services to operate in compliance with the Contract's requirements and other standards of performance.

(c) It is the lawful owner or licensee of any Deliverable licensed or sold to the State by Contractor or developed by Contractor under the Contract, and Contractor has all of the rights necessary to convey to the State the ownership rights or licensed use, as applicable, of any and all Deliverables. None of the Deliverables provided by the Contractor to the State under the Contract, nor their use by the State, will infringe the patent, copyright, trade secret, or other proprietary rights of any third party.

(d) If, under the Contract, Contractor procures equipment, software, or other Deliverable (including equipment, software, and other Deliverables manufactured, re-marketed, or otherwise sold by Contractor under Contractor's name), then in addition to Contractor's other responsibilities with respect to the items in the Contract, Contractor must assign or otherwise transfer to the State or its designees, or afford the State the benefits of, any manufacturer's warranty for the Deliverable.

(e) The Contract signatory has the power and authority, including any necessary corporate authorizations, necessary to enter into the Contract, on behalf of Contractor.

(f) It is qualified and registered to transact business in all locations where required.

(g) Neither the Contractor nor any affiliates, nor any employee of either, has, must have, or must acquire, any contractual, financial, business, or other interest, direct or indirect, that would conflict in any manner or



degree with Contractor's performance of its duties and responsibilities to the State under the Contract or otherwise create an appearance of impropriety with respect to the award or performance of this Agreement. Contractor must notify the State about the nature of the conflict or appearance of impropriety within two days of learning about it.

(h) If any of the certifications, representations, or disclosures made in the Contractor's original bid response change after the Contract start date, the Contractor must report those changes immediately to DTMB-Procurement.

2.122 Warranty of Merchantability

Goods provided by Contractor under this agreement must be merchantable. All goods provided under the Contract must be of good quality within the description given by the State, must be fit for their ordinary purpose, must be adequately contained and packaged within the description given by the State, must conform to the agreed upon specifications, and must conform to the affirmations of fact made by the Contractor or on the container or label.

2.123 Warranty of Fitness for a Particular Purpose

When the Contractor has reason to know or knows any particular purpose for which the goods are required, and the State is relying on the Contractor's skill or judgment to select or furnish suitable goods, there is a warranty that the goods are fit for such purpose.

2.124 Warranty of Title

Contractor must, in providing goods to the State, convey good title in those goods, whose transfer is right and lawful. All goods provided by Contractor must be delivered free from any security interest, lien, or encumbrance of which the State, at the time of contracting, has no knowledge. Goods provided by Contractor, under the Contract, must be delivered free of any rightful claim of any third person by of infringement or the like.

2.125 Reserved

2.127 Prohibited Products

The State will not accept salvage, distressed, outdated or discontinued merchandise. Shipping of such merchandise to any State agency, as a result of an order placed against the Contract, is considered default by the Contractor of the terms and conditions of the Contract and may result in cancellation of the Contract by the State. The brand and product number offered for all items must remain consistent for the term of the Contract, unless DTMB-Procurement has approved a change order pursuant to **Section 2.024**.

2.128 Consequences for Breach

In addition to any remedies available in law, it is a material breach of the Contract if the Contractor breaches any of the warranties contained in **Section 2.120**.

2.130 Insurance

2.131 Liability Insurance

For the purpose of this Section, "State" includes its departments, divisions, agencies, offices, commissions, officers, employees, and agents.

(a) The Contractor must provide proof that it has obtained the minimum levels of insurance coverage indicated or required by law, whichever is greater. The insurance must protect the State from claims that may arise out of, or result from, or are alleged to arise out of, or result from, the Contractor's or a Subcontractor's performance, including any person directly or indirectly employed by the Contractor or a Subcontractor, or any person for whose acts the Contractor or a Subcontractor may be liable.

(b) The Contractor waives all rights against the State for the recovery of damages that are covered by the insurance policies the Contractor is required to maintain under this Section. The Contractor's failure to obtain and maintain the required insurance will not limit this waiver.

(c) All insurance coverage provided relative to this Contract is primary and non-contributing to any comparable liability insurance (including self-insurance) carried by the State.



- (d) The State, in its reasonable discretion, may approve the use of a fully-funded self-insurance program in place of any specified insurance identified in this Section.
- (e) Unless the State approves otherwise, any insurer must have an A.M. Best rating of "A" or better and a financial size of VII or better, or if those ratings are not available, a comparable rating from an insurance rating agency approved by the State. All policies of insurance must be issued by companies that have been approved to do business in the State.
- (f) Where specific coverage limits are listed in this Section, they represent the minimum acceptable limits.
- (g) The Contractor must maintain all required insurance coverage throughout the term of this Contract and any extensions. However, in the case of claims-made Commercial General Liability policies, the Contractor must secure tail coverage for at least three years following the termination of this Contract.
- (h) The Contractor must provide, within five business days, written notice to the Director of DTMB-Procurement if any policy required under this section is cancelled. The notice must include the applicable Contract or Purchase Order number.
- (i) The minimum limits of coverage specified are not intended, and may not be construed, to limit any liability or indemnity of the Contractor to any indemnified party or other persons.
- (j) The Contractor is responsible for the payment of all deductibles.
- (k) If the Contractor fails to pay any premium for a required insurance policy, or if any insurer cancels or significantly reduces any required insurance without the State's approval, the State may, after giving the Contractor at least 30 days' notice, pursue remedies provided for by this Contract.
- (l) In the event the State approves the representation of the State by the insurer's attorney, the attorney may be required to be designated as a Special Assistant Attorney General by the Michigan Attorney General.
- (m) The Contractor is required to pay for and provide the type and amount of insurance checked below:

(I) **Commercial General Liability**

Minimal Limits:

\$2,000,000 General Aggregate Limit other than Products/Completed Operations;
\$2,000,000 Products/Completed Operations Aggregate Limit;
\$1,000,000 Personal & Advertising Injury Limit; and
\$1,000,000 Each Occurrence Limit.

Deductible maximum:

\$50,000 Each Occurrence

Additional Requirements:

The Contractor must list the State of Michigan, its departments, divisions, agencies, offices, commissions, officers, and employees as additional insureds on the Commercial General Liability certificate. The Contractor also agrees to provide evidence that the insurance policy contains a waiver of subrogation by the insurance company.

(II) **Umbrella or Excess Liability**

Minimal Limits:

\$10,000,000.00 General Aggregate

Additional Requirements:

Umbrella or Excess Liability limits must at least apply to the insurance required in (I), General Commercial Liability. The Contractor must list the State of Michigan, its departments, divisions, agencies, offices, commissions, officers and employees as additional insureds on the certificate. The Contractor also agrees to provide evidence that insurance policies contain a waiver of subrogation by the insurance company.

(III) **Motor Vehicle**

Minimal Limits:

If a motor vehicle is used in relation to the Contractor's performance, the Contractor must have vehicle liability insurance on the motor vehicle for bodily injury and property damage as required by law.

(IV) **Hired and Non-Owned Motor Vehicle**



Minimal Limits:

\$1,000,000 Per Accident

Additional Requirements:

The Contractor must list the State of Michigan, its departments, divisions, agencies, offices, commissions, officers and employees as additional insureds on the vehicle liability certificate. The Contractor also agrees to provide evidence that insurance policies contain a waiver of subrogation by the insurance company.

(v) **Workers' Compensation Insurance**

Minimal Limits:

The Contractor must provide Workers' Compensation coverage according to applicable laws governing work activities in the state of the Contractor's domicile. If the applicable coverage is provided by a self-insurer, the Contractor must provide proof of an approved self-insured authority by the jurisdiction of domicile.

For employees working outside of the state of the Contractor's domicile, the Contractor must provide certificates of insurance proving mandated coverage levels for the jurisdictions where the employees' activities occur.

Additional Requirements:

The Contractor must provide the applicable certificates of insurance and a list of states where the coverage is applicable.

(vi) **Employers Liability**

Minimal Limits:

\$100,000 Each Incident;
\$100,000 Each Employee by Disease
\$500,000 Aggregate Disease

(vii) **Reserved**

(viii) **Reserved**

(ix) **Reserved**

(x) **Reserved**

(xi) **Property Insurance**

Property Insurance covering any loss or damage to the State-owned office space used by Contractor for any reason under this Contract, and the State-owned equipment, software and other contents of the office space, including without limitation, those contents used by Contractor to provide the Services to the State, up to its replacement value, where the office space and its contents are under the care, custody and control of Contractor. The State must be endorsed on the policy as a loss payee as its interests appear.

2.132 Subcontractor Insurance Coverage

Except where the State has approved a subcontract with other insurance provisions, the Contractor must require any Subcontractor to purchase and maintain the insurance coverage required in Section 2.13.1, Liability Insurance. The failure of a Subcontractor to comply with insurance requirements does not limit the Contractor's liability or responsibility.

2.133 Certificates of Insurance

Before the Contract is signed, and before the insurance expiration date every year thereafter, the Contractor must provide evidence that the State of Michigan, its departments, divisions, agencies, offices, commissions, officers, employees, and agents are listed as additional insureds as required. The Contractor must provide DTMB-Procurement with all applicable certificates of insurance verifying insurance coverage or providing, if approved, satisfactory evidence of self-insurance as required in Section 2.13.1, Liability Insurance. Each certificate must be on the standard "Accord" form or equivalent and MUST IDENTIFY THE APPLICABLE



CONTRACT OR PURCHASE ORDER NUMBER.

2.140 Indemnification

2.141 General Indemnification

The Contractor must indemnify, defend and hold harmless the State from liability, including all claims and losses, and all related costs and expenses (including reasonable attorneys' fees and costs of investigation, litigation, alternative dispute resolution proceedings, settlement, judgments, interest and penalties), accruing or resulting to any person, firm or corporation that may be injured or damaged by the Contractor in the performance of the Contract and that are attributable to the negligence or tortious acts of the Contractor or any of its Subcontractors, or by anyone else for whose acts any of them may be liable.

2.142 Reserved

2.143 Employee Indemnification

In any claims against the State of Michigan, its departments, divisions, agencies, sections, commissions, officers, employees and agents, by any employee of the Contractor or any of its Subcontractors, the indemnification obligation under the Contract must not be limited in any way by the amount or type of damages, compensation or benefits payable by or for the Contractor or any of its Subcontractors under worker's disability compensation acts, disability benefit acts or other employee benefit acts. This indemnification clause is intended to be comprehensive. Any overlap in provisions, or the fact that greater specificity is provided as to some categories of risk, is not intended to limit the scope of indemnification under any other provisions.

2.144 Patent/Copyright Infringement Indemnification

The Contractor must indemnify, defend and hold harmless the State from and against all losses, liabilities, damages (including taxes), and all related costs and expenses (including reasonable attorneys' fees and costs of investigation, litigation, alternative dispute resolution proceedings, settlement, judgments, interest and penalties) incurred in connection with any action or proceeding threatened or brought against the State to the extent that the action or proceeding is based on a claim that any piece of equipment, software, commodity, or service supplied by the Contractor or its Subcontractors, or the operation of the equipment, software, commodity or service, or the use or reproduction of any documentation provided with the equipment, software, commodity, or service infringes any United States patent, copyright, trademark or trade secret of any person or entity which is enforceable under the laws of the United States.

In addition, should the equipment, software, commodity, or service, or its operation, become or in the State's or Contractor's opinion be likely to become the subject of a claim of infringement, the Contractor must at the Contractor's sole expense (i) procure for the State the right to continue using the equipment, software, commodity or service or, if the option is not reasonably available to the Contractor, (ii) replace or modify to the State's satisfaction the same with equipment, software, commodity or service of equivalent function and performance so that it becomes non-infringing, or, if the option is not reasonably available to Contractor, (iii) accept its return by the State with appropriate credits to the State against the Contractor's charges and reimburse the State for any losses or costs incurred as a consequence of the State ceasing its use and returning it.

Notwithstanding the foregoing, the Contractor has no obligation to indemnify or defend the State for, or to pay any costs, damages or attorneys' fees related to, any claim based upon (i) equipment developed based on written specifications of the State; (ii) use of the equipment in a configuration other than implemented or approved in writing by the Contractor, including, but not limited to, any modification of the equipment by the State; or (iii) the combination, operation, or use of the equipment with equipment or software not supplied by the Contractor under the Contract.

2.145 Continuation of Indemnification Obligations

The Contractor's duty to indemnify under this Section continues in full force and effect, notwithstanding the expiration or early termination of the Contract, with respect to any claims based on facts or conditions that occurred before expiration or termination.



2.146 Indemnification Procedures

The procedures set forth below must apply to all indemnity obligations under the Contract.

(a) After the State receives notice of the action or proceeding involving a claim for which it will seek indemnification, the State must promptly notify Contractor of the claim in writing and take or assist Contractor in taking, as the case may be, any reasonable action to avoid the imposition of a default judgment against Contractor. Failure to notify the Contractor does not relieve the Contractor of its indemnification obligations except to the extent that the Contractor can prove damages attributable to the notification failure. Within 10 days following receipt of written notice from the State relating to any claim, the Contractor must notify the State in writing whether Contractor agrees to assume control of the defense and settlement of that claim (a "Notice of Election"). After notifying Contractor of a claim and before the State receiving Contractor's Notice of Election, the State is entitled to defend against the claim, at the Contractor's expense, and the Contractor will be responsible for any reasonable costs, including attorneys' fees, incurred by the State in defending against the claim during that period. The Contractor, however, is not responsible for any such costs or settlement incurred by the State prior to receiving notice of the claim.

(b) If Contractor delivers a Notice of Election relating to any claim: (i) the State is entitled to participate in the defense of the claim and to employ counsel at its own expense to assist in the handling of the claim and to monitor and advise the State about the status and progress of the defense; (ii) the Contractor must, at the request of the State, demonstrate to the reasonable satisfaction of the State, the Contractor's financial ability to carry out its defense and indemnity obligations under the Contract; (iii) the Contractor must periodically advise the State about the status and progress of the defense and must obtain the prior written approval of the State, which shall not be unreasonably withheld, before entering into any settlement of the claim or ceasing to defend against the claim; and (iv) to the extent that any principles of Michigan governmental or public law may be involved or challenged, the State has the right, at its own expense, to control the defense of that portion of the claim involving the principles of Michigan governmental or public law. But the State may retain control of the defense and settlement of a claim by notifying the Contractor in writing within 10 days after the State's receipt of Contractor's information requested by the State under clause (ii) of this paragraph. If the State determines that the Contractor has failed to demonstrate to the reasonable satisfaction of the State the Contractor's financial ability to carry out its defense and indemnity obligations under this Section. Any litigation activity on behalf of the State, or any of its subdivisions under this Section, must be coordinated with the Department of Attorney General. In the event the insurer's attorney represents the State under this Section, the insurer's attorney may be required to be designated as a Special Assistant Attorney General by the Attorney General of the State of Michigan.

(c) If Contractor does not deliver a Notice of Election relating to any claim of which it is notified by the State as provided above, the State may defend the claim in the manner as it may deem appropriate, at the cost and expense of Contractor. If it is determined that the claim was one against which Contractor was required to indemnify the State, upon request of the State, Contractor must promptly reimburse the State for all the reasonable costs and expenses including attorneys' fees.

2.150 Termination/Cancellation

2.151 Notice and Right to Cure

If the Contractor breaches the Contract, and the State, in its sole discretion, determines that the breach is curable, then the State must provide the Contractor with written notice of the breach and a time period (not less than 30 days) to cure the breach. The notice of breach and opportunity to cure is inapplicable for successive or repeated breaches or if the State determines in its sole discretion that the breach poses a serious and imminent threat to the health or safety of any person or the imminent loss, damage, or destruction of any real or tangible personal property.

In the event of a strike or walk-out by employees of the Contractor or any Subcontractor, Contractor must continue to provide adequate staffing and resources necessary to perform all obligations under the Contract. Failure to do so will be considered a material breach of the Contract that poses a serious and imminent threat to the health or safety of any person or the imminent loss, damage, or destruction of any real or tangible personal property.



2.152 Termination for Cause

(a) The State may terminate the Contract, for cause, by notifying the Contractor in writing, if the Contractor (i) breaches any of its material duties or obligations under the Contract (including a Chronic Failure to meet any particular SLA), or (ii) fails to cure a breach within the time period specified in the written notice of breach provided by the State.

(b) If the Contract is terminated for cause, the Contractor must pay all costs incurred by the State in terminating the Contract, including but not limited to, State administrative costs, reasonable attorneys' fees and court costs, and any reasonable additional costs the State may incur to procure the Services/Deliverables required by the Contract from other sources. Re-procurement costs are not consequential, indirect or incidental damages, and cannot be excluded by any other terms otherwise included in the Contract, provided the costs are not in excess of 50% more than the prices for the Service/Deliverables provided under the Contract.

(c) If the State chooses to partially terminate the Contract for cause, charges payable under the Contract will be equitably adjusted to reflect those Services/Deliverables that are terminated and the State must pay for all Services/Deliverables for which Final Acceptance has been granted provided up to the termination date. Services and related provisions of the Contract that are terminated for cause must cease on the effective date of the termination.

(d) If the State terminates the Contract for cause under this Section, and it is determined, for any reason, that Contractor was not in breach of contract under the provisions of this section, that termination for cause must be deemed to have been a termination for convenience, effective as of the same date, and the rights and obligations of the parties must be limited to that otherwise provided in the Contract for a termination for convenience.

2.153 Termination for Convenience

The State may terminate the Contract for its convenience, in whole or part, if the State determines that a termination is in the State's best interest. Reasons for the termination must be left to the sole discretion of the State and may include, but not necessarily be limited to: (a) the State no longer needs the Services or products specified in the Contract, (b) relocation of office, program changes, changes in laws, rules, or regulations make implementation of the Services no longer practical or feasible, (c) unacceptable prices for Additional Services requested by the State, (d) security concerns or (e) falsification or misrepresentation, by inclusion or non-inclusion, of information material to a response to any RFP issued by the State. The State may terminate the Contract for its convenience, in whole or in part, by giving Contractor written notice at least 60 days before the date of termination. If the State chooses to terminate the Contract in part, the charges payable under the Contract must be equitably adjusted to reflect those Services/Deliverables that are terminated. Services and related provisions of the Contract that are terminated for cause must cease on the effective date of the termination.

2.154 Termination for Non-Appropriation

(a) Contractor acknowledges that, if the Contract extends for several fiscal years, continuation of the Contract is subject to appropriation or availability of funds for the Contract. If funds to enable the State to effect continued payment under the Contract are not appropriated or otherwise made available, the State must terminate the Contract and all affected Statements of Work, in whole or in part, at the end of the last period for which funds have been appropriated or otherwise made available by giving written notice of termination to Contractor. The State must give Contractor at least 30 days advance notice of termination for non-appropriation or unavailability (or the time as is available if the State receives notice of the final decision less than 30 days before the funding cutoff).

(b) If funding for the Contract is reduced by law, or funds to pay Contractor for the agreed-to level of the Services or production of Deliverables to be provided by Contractor are not appropriated or otherwise unavailable, the State may, upon 30 days notice to Contractor, reduce the level of the Services or the change the production of Deliverables in the manner and for the periods of time as the State may elect. The charges payable under the Contract will be equitably adjusted to reflect any equipment, services or commodities not provided because of the reduction.



(c) If the State fully or partially terminates this Contract for non-appropriation, the State must pay the Contractor for all work-in-progress performed through the effective date of the termination to the extent funds are available.

2.155 Termination for Criminal Conviction

The State may terminate the Contract immediately and without further liability or penalty in the event Contractor, an officer of Contractor, or an owner of a 25% or greater share of Contractor is convicted of a criminal offense related to a State, public or private Contract or subcontract. Notwithstanding the above, the State shall be liable to pay Contractor for all services and Deliverables provided up to and including the date of termination.

2.156 Termination for Approvals Rescinded

The State may terminate the Contract if any final administrative or judicial decision or adjudication disapproves a previously approved request for purchase of personal services under Constitution 1963, Article 11, § 5, and Civil Service Rule 7-1. In that case, the State will pay the Contractor for all work-in-progress performed through the effective date of the termination. The Contract may be fully or partially terminated and will be effective as of the date stated in the notice.

2.157 Rights and Obligations upon Termination

(a) If the State terminates this Contract for any reason, the Contractor must:

- (i) stop all work as specified in the notice of termination;
- (ii) take any action that may be necessary, or that the State may direct, to preserve and protect deliverable(s) or other State property in the Contractor's possession;
- (iii) return all materials and property provided directly or indirectly to the Contractor by any entity, agent, or employee of the State;
- (iv) transfer title in and deliver to the State, unless otherwise directed, all Deliverable(s) intended to be transferred to the State at the termination of the Contract (which will be provided to the State on an "As-Is" basis except to the extent the State compensated the Contractor for warranty services related to the materials);
- (v) to the maximum practical extent, take any action to mitigate and limit potential damages, including terminating or limiting subcontracts and outstanding orders for materials and supplies; and
- (vi) take all appropriate action to secure and maintain State Information confidentially in accordance with Section 2.101, Confidentiality.

(b) If the State terminates the Contract before its expiration for its own convenience, the State must pay Contractor for all charges due for Services provided before the date of termination and, if applicable, as a separate item of payment under the Contract, for Work In Process, on a percentage of completion basis at the level of completion determined by the State. All completed or partially completed Deliverables prepared by Contractor under the Contract, at the option of the State, becomes the State's property, and Contractor is entitled to receive equitable fair compensation for the Deliverables. Regardless of the basis for the termination, the State is not obligated to pay, or otherwise compensate, Contractor for any lost expected future profits, costs or expenses incurred with respect to Services not actually performed for the State.

(d) Upon a good faith termination, the State may assume, at its option, any subcontracts and agreements for Services and Deliverables provided under the Contract, and may further pursue completion of the Services/Deliverables under the Contract by replacement contract or otherwise as the State may in its sole judgment deem expedient.

2.158 Reservation of Rights

In the event of any full or partial termination of this Contract, each party reserves all rights or remedies otherwise available to the party.

2.160 Termination by Contractor

2.161 Termination by Contractor for Cause

The Contractor may terminate the Contract if the State materially breaches its obligation to pay the Contractor undisputed amounts due in excess of \$250,000 in accordance with Section 2.044(c) and 2.044(d), Invoicing and Payment – In General. Before terminating the Contract, however, the Contractor must provide notice to the State with 60 days to cure the alleged breach and the Contractor must fully discharge its obligations under



Section 2.190, Dispute Resolution. If the Contractor terminates the Contract for cause under this Section, and it is determined by a court of competent jurisdiction, for any reason, that the State did not breach Section 2.044(c) and 2.044(d), then the Contractor must pay all costs incurred by the State in terminating the Contract, including but not limited to, State administrative costs, reasonable attorneys' fees and court costs, and any reasonable additional costs the State may incur to procure the Services/Deliverables required by the Contract from other sources. Re-procurement costs are not consequential, indirect or incidental damages, and cannot be excluded by any other terms otherwise included in the Contract, provided the costs are not in excess of 50% more than the prices for the Service/Deliverables provided under the Contract.

2.162 Termination by Contractor for Convenience

In Contract years three through five, if the Contractor's actual costs exceed the maximum allowable 2.5% PPPM increase, specified in Section 1.602 – Price Term, the parties agree to provide for a good faith negotiation period not to exceed 60 days to consider PPPM increase alternatives. In the event that the State and the Contractor cannot agree on alternatives to increases above the 2.5% threshold, the Contractor may terminate the Contract by giving the State written notice at least six months prior to the effective date of termination.

If the Michigan legislature or executive office enacts a law and/or an executive order that directly results in material changes to the Contractor's workforce costs by requiring the Contractor to employ a unionized workforce, the parties agree to renegotiate, in good faith, for a period not to exceed 60 days, the PPPM in an effort to prospectively accommodate such material changes. In the event that the State and the Contractor are unsuccessful in renegotiations, the Contractor may terminate the Contract by giving the State written notice at least six months prior to the effective date of termination.

2.170 Transition Responsibilities

2.171 Contractor Transition Responsibilities

If the State terminates the Contract, for convenience or cause, or if the Contract is otherwise dissolved, voided, rescinded, nullified, expires or rendered unenforceable, the Contractor agrees to comply with direction provided by the State to assist in the orderly transition of equipment if the State, in its sole discretion, agrees to purchase any/all Contractor owned food services equipment, at the current fair market value), services, software, leases, etc. to the State or a third party designated by the State. If the Contract expires or terminates, the Contractor agrees to make all reasonable efforts to effect an orderly transition of services within a reasonable period of time that in no event will exceed 180 days. These efforts must include, but are not limited to, those listed in Sections 2.171, 2.172, 2.173, 2.174, and 2.175.

2.172 Contractor Personnel Transition

The Contractor must work with the State, or a specified third party, to develop a transition plan setting forth the specific tasks and schedule to be accomplished by the parties to effect an orderly transition. The Contractor must allow as many personnel as practicable to remain on the job to help the State, or a specified third party, solely during the transition period not to exceed 180 days, in order to maintain the continuity and consistency of the services required by the Contract. In addition, during or following the transition period, in the event the State requires the Services of the Contractor's Subcontractors or vendors, as necessary to meet its needs, Contractor agrees to reasonably, and with good-faith, work with the State to use the Services of Contractor's Subcontractors or vendors. Contractor must notify all of Contractor's subcontractors of procedures to be followed during transition.

2.173 Contractor Information Transition

The Contractor agrees to provide reasonable detailed data for all Services/Deliverables related to the operation of food service in this Contract. This includes, but is not limited to, participation data, production data, non-proprietary recipe changes, etc. Such data will be provided to the State at the State's request or to a specified third party, in order to continue providing the Services/Deliverables required under the Contract. The Contractor must provide the State with data generated from the inception of the Contract through the date on which the Contract is terminated in a comma-delimited format unless otherwise requested by the State. The Contractor must deliver to the State any remaining owed reports and documentation still in Contractor's possession subject to appropriate payment by the State.



2.174 Contractor Software Transition

The Contractor must reasonably assist the State in the acquisition of any Contractor software required to perform the Services/use the Deliverables under the Contract. This must include any documentation being used by the Contractor to perform the Services under the Contract. If the State transfers any software licenses to the Contractor, those licenses must, upon expiration of the Contract, transfer back to the State at their current revision level. Upon notification by the State, Contractor may be required to freeze all non-critical changes to Deliverables/Services.

2.175 Transition Payments

If the transition results from a termination for any reason, reimbursement must be governed by the termination provisions of the Contract. If the transition results from expiration, the Contractor will be reimbursed for all reasonable transition costs (i.e. costs incurred within the agreed period after Contract expiration that result from transition operations) at the rates agreed upon by the State. The Contractor must prepare an accurate accounting from which the State and Contractor may reconcile all outstanding accounts within 180 days of contract termination.

2.176 Reserved

2.180 Stop Work

2.181 Stop Work Orders

The State may, at any time, by written stop work order to Contractor, require that Contractor stop all, or any part, of the work called for by the Contract for a period of up to 90 days after the stop work order is delivered to Contractor, and for any further period to which the parties may agree. The stop work order must be identified as a stop work order and must indicate that it is issued under this **Section 2.180**. Upon receipt of the stop work order, Contractor must immediately comply with its terms and take all reasonable steps to minimize incurring costs allocable to the work covered by the stop work order during the period of work stoppage. Within the period of the stop work order, the State must either: (a) cancel the stop work order; or (b) terminate the work covered by the stop work order as provided in **Section 2.150**.

2.182 Cancellation or Expiration of Stop Work Order

The Contractor must resume work if the State cancels a stop work order or if it expires. The parties will agree upon an equitable adjustment in the delivery schedule, the Contract price, or both, and the Contract must be modified, in writing, accordingly, if: (a) the stop work order results in an increase in the time required for, or in Contractor's costs properly allocable to, the performance of any part of the Contract; and (b) Contractor asserts its right to an equitable adjustment within 30 days after the end of the period of work stoppage; provided that, if the State decides the facts justify the action, the State may receive and act upon a Contractor proposal submitted at any time before final payment under the Contract. Any adjustment must conform to the requirements of **Section 2.024**.

2.183 Allowance of Contractor Costs

If the stop work order is not canceled and the work covered by the stop work order is terminated for reasons other than material breach, the termination must be deemed to be a termination for convenience under **Section 2.150**, and the State will pay reasonable costs resulting from the stop work order in arriving at the termination settlement. The State is not liable to Contractor for loss of profits because of a stop work order issued under this **Section 2.180**.

2.190 Dispute Resolution

2.191 In General

Any claim, counterclaim, or dispute between the State and Contractor arising out of or relating to the Contract or any Statement of Work must be resolved as follows. For all Contractor claims seeking an increase in the amounts payable to Contractor under the Contract, or the time for Contractor's performance, Contractor must submit a letter, together with all data supporting the claims, executed by Contractor's Contract Administrator or the Contract Administrator's designee certifying that (a) the claim is made in good faith, (b) the amount claimed accurately reflects the adjustments in the amounts payable to Contractor or the time for Contractor's performance for which Contractor believes the State is liable and covers all costs of every type to which



Contractor is entitled from the occurrence of the claimed event, and (c) the claim and the supporting data are current and complete to Contractor's best knowledge and belief.

2.192 Informal Dispute Resolution

(a) All disputes between the parties must be resolved under the Contract Management procedures in the Contract. If the parties are unable to resolve any disputes after compliance with the processes, the parties must meet with the Chief Procurement Officer, DTMB, or designee, for the purpose of attempting to resolve the dispute without the need for formal legal proceedings, as follows:

(i) The representatives of Contractor and the State must meet as often as the parties reasonably deem necessary to gather and furnish to each other all information with respect to the matter in issue which the parties believe to be appropriate and germane in connection with its resolution. The representatives must discuss the problem and negotiate in good faith in an effort to resolve the dispute without the necessity of any formal proceeding.

(ii) During the course of negotiations, all reasonable requests made by one party to another for non-privileged information reasonably related to the Contract must be honored in order that each of the parties may be fully advised of the other's position.

(iii) The specific format for the discussions will be left to the discretion of the designated State and Contractor representatives, but may include the preparation of agreed upon statements of fact or written statements of position.

(iv) Following the completion of this process within 60 days, the Chief Procurement Officer, DTMB, or designee, must issue a written opinion regarding the issue(s) in dispute within 30 calendar days. The opinion regarding the dispute must be considered the State's final action and the exhaustion of administrative remedies.

(b) This Section must not be construed to prevent either party from instituting, and a party is authorized to institute, formal proceedings earlier to avoid the expiration of any applicable limitations period, to preserve a superior position with respect to other creditors, or under **Section 2.193**.

(c) The State will not mediate disputes between the Contractor and any other entity, except state agencies, concerning responsibility for performance of work under the Contract.

2.193 Injunctive Relief

The only circumstance in which disputes between the State and Contractor will not be subject to the provisions of Section 2.192 is where a party makes a good faith determination that a breach of the terms of the Contract by the other party will result in damages so immediate, so large or severe, and so incapable of adequate redress after the fact that a temporary restraining order or other immediate Injunctive relief is the only adequate remedy.

2.194 Continued Performance

Each party agrees to continue performing its obligations under the Contract while a dispute is being resolved except to the extent the issue in dispute precludes performance (dispute over payment must not be deemed to preclude performance) and without limiting either party's right to terminate the Contract as provided in **Section 2.150 and Section 2.160**.

2.200 Federal and State Contract Requirements

2.201 Nondiscrimination

In the performance of this Contract, Contractor must comply with the Elliott-Larsen Civil Rights Act, 1976 PA 453, MCL 37.2101 *et seq.*, as amended, and all applicable federal, State and local fair employment practices and equal opportunity laws as amended. Contractor agrees not to discriminate against any employee or applicant for employment, with respect to his or her hire, tenure, terms, conditions, or privileges of employment, or any matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, height, weight, marital status, or physical or mental disability. Contractor further agrees that every subcontract entered into for the performance of the Contract or any purchase order resulting from the Contract must contain a provision requiring non-discrimination in employment, as specified here, binding upon each Subcontractor. This covenant is required under the Elliott-Larsen Civil Rights Act, 1976 PA 453, MCL 37.2101, *et seq.*, as amended, and the Persons with Disabilities Civil Rights Act, 1976 PA 220, MCL



37.1101, *et seq.*, as amended and any breach of this provision may be regarded as a material breach of the Contract.

2.202 Unfair Labor Practices

Under 1980 PA 278, MCL 423.321, *et seq.*, the State must not award a Contract or subcontract to an employer whose name appears in the current register of employers failing to correct an unfair labor practice compiled under MCL 423.322. This information is compiled by the United States National Labor Relations Board. A Contractor of the State, in relation to the Contract, must not enter into a contract with a Subcontractor, manufacturer, or supplier whose name appears in this register. Under Section 4 of 1980 PA 278, MCL 423.324, the State may void any Contract if, after award of the Contract, the name of Contractor as an employer or the name of the Subcontractor, manufacturer or supplier of Contractor appears in the register.

2.203 Workplace Safety and Discriminatory Harassment

In performing services for the State, the Contractor and any Subcontractor must comply with all applicable state and federal laws.

2.204 Prevailing Wage

If the Michigan Department of Licensing and Regulatory Affairs (LARA) establishes rates of wages and fringe benefits to be paid to each class of individuals employed by the Contractor and all Subcontractors, the wages and fringe benefits must not be less than those established for the locality where the work is to be performed.

2.210 Governing Law

2.211 Governing Law

The Contract must in all respects be governed by, and construed according to, the substantive laws of the State of Michigan without regard to any Michigan choice of law rules that would apply the substantive law of any other jurisdiction to the extent not inconsistent with or pre-empted by federal law.

2.212 Compliance with Laws

Contractor must comply with all applicable State, federal, and local laws and ordinances in providing the Services/Deliverables.

2.213 Jurisdiction

Any dispute arising from the Contract must be resolved in the State of Michigan and the Contractor expressly consents to personal jurisdiction in Michigan. With respect to any claim between the parties, the Contractor consents to venue in Ingham County, Michigan, and irrevocably waives any objections to this venue. Contractor agrees to appoint agents in the State of Michigan to receive service of process.

2.220 Limitation of Liability

2.221 Limitation of Liability

Neither the Contractor nor the State is liable to each other, regardless of the form of action, for consequential, incidental, indirect, or special damages. This limitation of liability does not apply to claims for infringement of United States patent, copyright, trademark or trade secrets; to claims for personal injury or damage to property caused by the gross negligence or willful misconduct of the Contractor; to claims covered by other specific provisions of the Contract calling for liquidated damages; or to court costs or attorney's fees awarded by a court in addition to damages after litigation based on the Contract.

2.230 Disclosure Responsibilities

2.231 Required Disclosures

(a) Within 10 days after receiving court issued notice of any pending or threatened action, claim, order, decree, litigation, arbitration or other alternative dispute resolution proceeding, or any other proceeding by or before any governmental authority, arbitrator, court or administrative agency (collectively, "Proceeding") that arises during the term of this Contract, the Contractor must disclose the following to the Contract Administrator:



- (i) A criminal Proceeding against the Contractor (or any Subcontractor) or any of its officers or directors;
 - (ii) A parole or probation Proceeding against the Contractor;
 - (iii) A Proceeding against the Contractor (or any Subcontractor) or any of its officers or directors under the Sarbanes-Oxley Act; and
 - (iv) A civil Proceeding to which the Contractor (or, if the Contractor is aware, any Subcontractor) is a party, and which involves (A) a claim that might reasonably be expected to adversely affect the viability or financial stability of the Contractor or any Subcontractor; or (B) a claim or written allegation of fraud against the Contractor (or, if the Contractor is aware, any Subcontractor) by a governmental or public entity arising out of the Contractor's business dealings with governmental or public entities.
- (v) A Proceeding involving revocation or suspension of any license Contractor must have to perform under this Contract.

(b) If any Proceeding would cause a reasonable party to be concerned about: (i) the ability of the Contractor (or a Subcontractor) to continue to perform this Contract; or (ii) whether the Contractor (or a Subcontractor) is engaged in conduct that is similar in nature to the conduct alleged in the Proceeding and would constitute a breach of this Contract or a violation of federal or state law, regulations, or public policy, then the Contractor must provide the State all requested reasonable assurances that the Contractor and its Subcontractors will be able to continue to perform this Contract.

(c) The Contractor must notify the State of any actions or proceedings referenced in Section 2.233, Bankruptcy and Insolvency, within 14 days of initiation; provide the State with a copy of all documents used to initiate any such actions or proceedings; and keep the State informed of the progress of the action or proceeding

2.232 Reserved

2.233 Bankruptcy and Insolvency

The State may, without prejudice to any other right or remedy, fully or partially terminate this Contract and, at its option, take possession of the work-in-progress and finish the work-in-progress by whatever method the State deems appropriate if:

- (a) the Contractor files for bankruptcy protection;
- (b) an involuntary bankruptcy petition is filed against the Contractor;
- (c) the Contractor becomes insolvent or a receiver is appointed due to the Contractor's insolvency;
- (d) the Contractor makes a general assignment for the benefit of creditors; or
- (e) the Contractor or its affiliates are unable to provide reasonable assurances that the Contractor or its affiliates can provide the Deliverable(s) under this Contract.

The Contractor will place appropriate notices or labels on the work-in-progress to indicate ownership by the State. To the extent reasonably possible, work-in-progress must be stored separately from other stock and marked conspicuously with labels indicating State ownership.

2.240 Performance

2.241 Time of Performance

(a) Contractor must use commercially reasonable efforts to provide the resources necessary to complete all Services and Deliverables according to the time schedules contained in the Statements of Work and other Exhibits governing the work, and with professional quality.

(b) Without limiting the generality of **Section 2.241(a)**, Contractor must notify the State in a timely manner upon becoming aware of any circumstances that may reasonably be expected to jeopardize the timely and successful completion of any Deliverables/Services on the scheduled due dates in the latest State-approved delivery schedule and must inform the State of the projected actual delivery date.

(c) If the Contractor believes that a delay in performance by the State has caused or will cause the Contractor to be unable to perform its obligations according to specified Contract time periods, the Contractor must notify the State in a timely manner and must use commercially reasonable efforts to perform its obligations according to the Contract time periods notwithstanding the State's failure. Contractor will not be in default for a delay in performance to the extent the delay is caused by the State.

**2.242 SLAs**

- (a) SLAs will be completed with the following operational considerations:
- (i) SLAs will not be calculated for individual Incidents where any event of Excusable Failure has been determined; Incident means any interruption in Services.
 - (ii) SLAs will not be calculated for individual Incidents where loss of service is planned and where the State has received prior notification or coordination.
 - (iii) SLAs will not apply if the applicable Incident could have been prevented through planning proposed by Contractor and not implemented at the request of the State. To invoke this consideration, complete documentation relevant to the denied planning proposal must be presented to substantiate the proposal.
 - (iv) Time period measurements will be based on the time Incidents are received by the Contractor and the time that the State receives notification of resolution based on 24x7x365 time period, except that the time period measurement will be suspended based on the following:
 - 1. Time period(s) will not apply where Contractor does not have access to a physical State Location and where access to the State Location is necessary for problem identification and resolution.
 - 2. Time period(s) will not apply where Contractor needs to obtain timely and accurate information or appropriate feedback and is unable to obtain timely and accurate information or appropriate feedback from the State.
- (b) Chronic Failure for any Service(s) is defined as: (i) three unscheduled outages or interruptions on any individual service for the same reason or cause, or; (ii) two unscheduled outages or interruptions on any individual service for the same reason or cause over a rolling 30 day period, if such reason or cause was reasonably discoverable in the first instance. Chronic Failure will result in the State's option to terminate the effected Individual Service(s) and procure them from a different vendor for the chronic location(s) with Contractor to pay the difference in charges for up to three additional months. The termination of the Service must not affect any tiered pricing levels.
- (c) Root Cause Analysis must be performed on any business critical outage(s) or outage(s) on Services when requested by the Contract Administrator. Contractor must provide its analysis within two weeks of outage(s) and provide a recommendation for resolution.
- (d) All decimals must be rounded to two decimal places, with five and greater rounding up and four and less rounding down, unless otherwise specified.

2.243 Liquidated Damages

The parties acknowledge that late or improper completion of the Work will cause loss and damage to the State in an uncertain amount, and that it would be impracticable and extremely difficult to fix the actual damage sustained by the State as a result. Therefore, Contractor and the State agree that if there is late or improper completion of the Work and the State does not elect to exercise its rights under **Section 2.152**, the State is entitled to collect liquidated damages in the amount of total cost of each late or improper meal and an additional \$500.00 per day for each day Contractor fails to remedy the late or improper completion of the Work.

It is acknowledged that an Unauthorized Removal will interfere with the timely and proper completion of the Contract, to the loss and damage of the State, and that it would be impracticable and extremely difficult to fix the actual damage sustained by the State as a result of any Unauthorized Removal. Therefore, Contractor and the State agree that in the case of any Unauthorized Removal in respect of which the State does not elect to exercise its rights under **Section 2.152**, the State may assess liquidated damages against Contractor as specified below.

For the Unauthorized Removal of any Key Personnel designated in the applicable Statement of Work, the liquidated damages amount is \$500.00 per day per individual if the Contractor identifies a replacement approved by the State under **Section 2.060** and assigns the replacement to the Project to shadow the Key Personnel who is leaving for a period of at least 30 days before the Key Personnel's removal.

If Contractor fails to assign a replacement to shadow the removed Key Personnel for at least 30 days, in addition to the \$500.00 liquidated damages for an Unauthorized Removal, Contractor must pay the amount of \$500.00 per day for each day of the 30 day shadow period that the replacement Key Personnel does not



shadow the removed Key Personnel, up to \$25,000.00 maximum per individual. The total liquidated damages that may be assessed per Unauthorized Removal and failure to provide 30 days of shadowing must not exceed \$50,000.00 per individual.

2.244 Excusable Failure

Neither party will be liable for any default, damage, or delay in the performance of its obligations that is caused by government regulations or requirements, power failure, electrical surges or current fluctuations, war, forces of nature or acts of God, delays or failures of transportation, equipment shortages, suppliers' failures, acts or omissions of common carriers, fire, riots, civil disorders, labor disputes, embargoes, injunctions (provided the injunction was not issued as a result of any fault or negligence of the party seeking to have its default or delay excused), or any other cause beyond the reasonable control of a party; provided the non-performing party and any Subcontractors are without fault in causing the default or delay, and the default or delay could not have been prevented by reasonable precautions and cannot reasonably be circumvented by the non-performing party through the use of alternate sources, workaround plans, or other means, including disaster recovery plans.

If a party does not perform its contractual obligations for any of the reasons listed above, the non-performing party will be excused from any further performance of its affected obligation(s) for as long as the circumstances prevail, but the party must use commercially reasonable efforts to recommence performance whenever and to whatever extent possible without delay. A party must promptly notify the other party in writing immediately after the excusable failure occurs, and also when it abates or ends.

If any of the above-enumerated circumstances substantially prevent, hinder, or delay the Contractor's performance of the Services/provision of Deliverables for more than 10 Business Days, and the State determines that performance is not likely to be resumed within a period of time that is satisfactory to the State in its reasonable discretion, then at the State's option: (a) the State may procure the affected Services/Deliverables from an alternate source, and the State is not be liable for payment for the unperformed Services/ Deliverables not provided under the Contract for so long as the delay in performance continues; (b) the State may terminate any portion of the Contract so affected and the charges payable will be equitably adjusted to reflect those Services/Deliverables terminated; or (c) the State may terminate the affected Statement of Work without liability to Contractor as of a date specified by the State in a written notice of termination to the Contractor, except to the extent that the State must pay for Services/Deliverables provided through the date of termination.

The Contractor will not have the right to any additional payments from the State as a result of any Excusable Failure occurrence or to payments for Services not rendered/Deliverables not provided as a result of the Excusable Failure condition. Defaults or delays in performance by Contractor which are caused by acts or omissions of its Subcontractors will not relieve Contractor of its obligations under the Contract except to the extent that a Subcontractor is itself subject to an Excusable Failure condition described above and Contractor cannot reasonably circumvent the effect of the Subcontractor's default or delay in performance through the use of alternate sources, workaround plans, or other means.

2.250 Approval of Deliverables

2.251 Delivery Responsibilities

Unless otherwise specified by the State within an individual order, the following must be applicable to all orders issued under the Contract.

(a) Shipment responsibilities - Services performed/Deliverables provided under the Contract must be delivered "F.O.B. Destination, within Government Premises." The Contractor must have complete responsibility for providing all Services/Deliverables to all site(s) unless otherwise stated. Actual delivery dates must be specified on the individual purchase order.

(b) Delivery locations - Services must be performed/Deliverables must be provided at every State of Michigan location within Michigan unless otherwise stated in the SOW. Specific locations will be provided by the State or upon issuance of individual purchase orders.



2.252 Delivery of Deliverables

Where applicable, the Statements of Work/POs contain lists of the Deliverables to be prepared and delivered by Contractor including, for each Deliverable, the scheduled delivery date and a designation of whether the Deliverable is a document ("Written Deliverable"), a good ("Physical Deliverable") or a Service. All Deliverables must be completed and delivered for State review and written approval and, where applicable, installed according to the State-approved delivery schedule and any other applicable terms and conditions of the Contract.

2.253 Testing

(a) Reserved

(b) If a Deliverable includes installation at a State Location, then Contractor must (1) perform any applicable testing, (2) correct all material deficiencies discovered during the quality assurance activities and testing, and (3) inform the State that the Deliverable is in a suitable state of readiness for the State's review and approval. To the extent that testing occurs at State Locations, the State is entitled to observe or otherwise participate in testing.

2.254 Approval of Deliverables, In General

(a) All Deliverables (Physical Deliverables and Written Deliverables) and Services require formal written approval by the State, according to the following procedures. Formal approval by the State requires the State to confirm in writing that the Deliverable meets its specifications. Formal approval may include the successful completion of Testing as applicable in **Section 2.253**, to be led by the State with the support and assistance of Contractor. The approval process will be facilitated by ongoing consultation between the parties, inspection of interim and intermediate Deliverables and collaboration on key decisions.

(b) The State's obligation to comply with any State Review Period is conditioned on the timely delivery of Deliverables/Services being reviewed.

(c) Before commencement of its review or testing of a Deliverable/Service, the State may inspect the Deliverable/Service to confirm that all components of the Deliverable/Service have been delivered without material deficiencies. If the State determines that the Deliverable/Service has material deficiencies, the State may refuse delivery of the Deliverable/Service without performing any further inspection or testing of the Deliverable/Service. Otherwise, the review period will be deemed to have started on the day the State receives the Deliverable or the Service begins, and the State and Contractor agree that the Deliverable/Service is ready for use and, where applicable, certification by Contractor according to **Section 2.253**.

(d) The State must approve in writing a Deliverable/Service after confirming that it conforms to and performs according to its specifications without material deficiency. The State may, but is not required to, conditionally approve in writing a Deliverable/Service that contains material deficiencies if the State elects to permit Contractor to rectify them post-approval. In any case, Contractor will be responsible for working diligently to correct within a reasonable time at Contractor's expense all deficiencies in the Deliverable/Service that remain outstanding at the time of State approval.

(e) If, after three opportunities (the original and two repeat efforts), the Contractor is unable to correct all deficiencies preventing Final Acceptance of a Deliverable/Service, the State may: (i) demand that the Contractor cure the failure and give the Contractor additional time to cure the failure at the sole expense of the Contractor; or (ii) keep the Contract in force and do, either itself or through other parties, whatever the Contractor has failed to do, and recover the difference between the cost to cure the deficiency and the contract price plus an additional sum equal to 10% of the cost to cure the deficiency to cover the State's general expenses provided the State can furnish proof of the general expenses; or (iii) terminate the particular Statement of Work for default, either in whole or in part by notice to Contractor provided Contractor is unable to cure the breach. Notwithstanding the foregoing, the State cannot use, as a basis for exercising its termination rights under this Section, deficiencies discovered in a repeat State Review Period that could reasonably have been discovered during a prior State Review Period.



(f) The State, at any time and in its reasonable discretion, may halt the testing or approval process if the process reveals deficiencies in or problems with a Deliverable/Service in a sufficient quantity or of a sufficient severity that renders continuing the process unproductive or unworkable. If that happens, the State may stop using the Service or return the applicable Deliverable to Contractor for correction and re-delivery before resuming the testing or approval process.

2.255 Process for Approval of Written Deliverables

The State Review Period for Written Deliverables will be the number of days set forth in the applicable Statement of Work following delivery of the final version of the Deliverable (and if the Statement of Work does not state the State Review Period, it is by default five Business Days for Written Deliverables of 100 pages or less and 10 Business Days for Written Deliverables of more than 100 pages). The duration of the State Review Periods will be doubled if the State has not had an opportunity to review an interim draft of the Written Deliverable before its submission to the State. The State agrees to notify Contractor in writing by the end of the State Review Period either stating that the Deliverable is approved in the form delivered by Contractor or describing any deficiencies that must be corrected before approval of the Deliverable (or at the State's election, after approval of the Deliverable). If the State notifies the Contractor about deficiencies, the Contractor must correct the described deficiencies and within 30 Business Days resubmit the Deliverable in a form that shows all revisions made to the original version delivered to the State. Contractor's correction efforts must be made at no additional charge. Upon receipt of a corrected Deliverable from Contractor, the State must have a reasonable additional period of time, not to exceed the length of the original State Review Period, to review the corrected Deliverable to confirm that the identified deficiencies have been corrected.

2.256 Process for Approval of Services

The State Review Period for approval of Services is governed by the applicable Statement of Work (and if the Statement of Work does not state the State Review Period, it is by default 30 Business Days for Services). The State agrees to notify the Contractor in writing by the end of the State Review Period either stating that the Service is approved in the form delivered by the Contractor or describing any deficiencies that must be corrected before approval of the Services (or at the State's election, after approval of the Service). If the State delivers to the Contractor a notice of deficiencies, the Contractor must correct the described deficiencies and within 30 Business Days resubmit the Service in a form that shows all revisions made to the original version delivered to the State. The Contractor's correction efforts must be made at no additional charge. Upon implementation of a corrected Service from Contractor, the State must have a reasonable additional period of time, not to exceed the length of the original State Review Period, to review the corrected Service for conformity and that the identified deficiencies have been corrected.

2.257 Process for Approval of Physical Deliverables

The State Review Period for approval of Physical Deliverables is governed by the applicable Statement of Work (and if the Statement of Work does not state the State Review Period, it is by default 30 continuous Business Days for a Physical Deliverable). The State agrees to notify the Contractor in writing by the end of the State Review Period either stating that the Deliverable is approved in the form delivered by the Contractor or describing any deficiencies that must be corrected before approval of the Deliverable (or at the State's election, after approval of the Deliverable). If the State delivers to the Contractor a notice of deficiencies, the Contractor must correct the described deficiencies and within 30 Business Days resubmit the Deliverable in a form that shows all revisions made to the original version delivered to the State. The Contractor's correction efforts must be made at no additional charge. Upon receipt of a corrected Deliverable from the Contractor, the State must have a reasonable additional period of time, not to exceed the length of the original State Review Period, to review the corrected Deliverable to confirm that the identified deficiencies have been corrected.

2.258 Reserved

2.260 Ownership

2.261 Ownership of Work Product by State

The State owns all Deliverables as they are works made for hire by the Contractor for the State. The State owns all United States and International copyrights, trademarks, patents, or other proprietary rights in the Deliverables.



2.262 Vesting of Rights

With the sole exception of any preexisting licensed works identified in the SOW, the Contractor assigns, and upon creation of each Deliverable automatically assigns, to the State, ownership of all United States and international copyrights, trademarks, patents, or other proprietary rights in each and every Deliverable, whether or not registered by the Contractor, insofar as any the Deliverable, by operation of law, may not be considered work made for hire by the Contractor for the State. From time to time upon the State's request, the Contractor must confirm the assignment by execution and delivery of the assignments, confirmations of assignment, or other written instruments as the State may request. The State may obtain and hold in its own name all copyright, trademark, and patent registrations and other evidence of rights that may be available for Deliverables.

2.263 Rights in Data

(a) The State is the owner of all data made available by the State to the Contractor or its agents, Subcontractors or representatives under the Contract. The Contractor must not use the State's data for any purpose other than providing the Services, nor will any part of the State's data be disclosed, sold, assigned, leased or otherwise disposed of to the general public or to specific third parties or commercially exploited by or on behalf of the Contractor. No employees of the Contractor, other than those on a strictly need-to-know basis, have access to the State's data. Contractor must not possess or assert any lien or other right against the State's data. Without limiting the generality of this Section, the Contractor must only use personally identifiable information as strictly necessary to provide the Services and must disclose the information only to its employees who have a strict need-to-know the information. The Contractor must comply at all times with all laws and regulations applicable to the personally identifiable information.

(b) The State is the owner of all State-specific data under the Contract. The State may use the data provided by the Contractor for any purpose. The State must not possess or assert any lien or other right against the Contractor's data. Without limiting the generality of this Section, the State may use personally identifiable information only as strictly necessary to utilize the Services and must disclose the information only to its employees who have a strict need to know the information, except as provided by law. The State must comply at all times with all laws and regulations applicable to the personally identifiable information. Other material developed and provided to the State remains the State's sole and exclusive property.

2.264 Ownership of Materials

The State and the Contractor will continue to own their respective proprietary technologies developed before entering into the Contract. Any hardware bought through the Contractor by the State, and paid for by the State, will be owned by the State. Any software licensed through the Contractor and sold to the State, will be licensed directly to the State.

2.270 State Standards

2.271 Existing Technology Standards

The Contractor must adhere to all existing standards as described within the comprehensive listing of the State's existing technology standards at <http://www.michigan.gov/dmb/0,4568,7-150-56355-108233-,00.html>.

2.272 Acceptable Use Policy

To the extent that Contractor has access to the State computer system, Contractor must comply with the State's Acceptable Use Policy, see http://www.michigan.gov/cybersecurity/0,1607,7-217-34395_34476-,00.html. All Contractor employees must be required, in writing, to agree to the State's Acceptable Use Policy before accessing the State system. The State reserves the right to terminate Contractor's access to the State system if a violation occurs.

2.273 Systems Changes

Contractor is not responsible for and not authorized to make changes to any State systems without written authorization from the Project Manager. Any changes Contractor makes to State systems with the State's approval must be done according to applicable State procedures, including security, access, and configuration management procedures.



2.280 Reserved

2.290 Environmental Provision

2.291 Environmental Provision

Hazardous Materials:

For the purposes of this Section, "Hazardous Materials" is a generic term used to describe asbestos, ACBMs, PCBs, petroleum products, construction materials including paint thinners, solvents, gasoline, oil, and any other material the manufacture, use, treatment, storage, transportation, release, or disposal of which is regulated by federal, state, or local laws governing the protection of the public health, natural resources, or the environment. This includes, but is not limited to, materials such as batteries and circuit packs, and other materials that are regulated as (1) "Hazardous Materials" under the Hazardous Materials Transportation Act, (2) "chemical hazards" under the Occupational Safety and Health Administration standards, (3) "chemical substances or mixtures" under the Toxic Substances Control Act, (4) "pesticides" under the Federal Insecticide Fungicide and Rodenticide Act, and (5) "hazardous wastes" as defined or listed under the Resource Conservation and Recovery Act.

(a) The Contractor must use, handle, store, dispose of, process, transport and transfer any material considered a Hazardous Material according to all federal, state, and local laws. The State must provide a safe and suitable environment for performance of Contractor's Work. Before the commencement of Work, the State must advise the Contractor of the presence at the work site of any Hazardous Material to the extent that the State is aware of the Hazardous Material. If the Contractor encounters material reasonably believed to be a Hazardous Material and which may present a substantial danger, the Contractor must immediately stop all affected Work, notify the State in writing about the conditions encountered, and take appropriate health and safety precautions.

(b) Upon receipt of a written notice, the State will investigate the conditions. If (i) the material is a Hazardous Material that may present a substantial danger, and (ii) the Hazardous Material was not brought to the site by the Contractor, or does not result in whole or in part from any violation by the Contractor of any laws covering the use, handling, storage, release, disposal of, processing, transport and transfer of Hazardous Materials, the State must order a suspension of Work in writing. The State must proceed to have the Hazardous Material removed or rendered harmless. In the alternative, the State must terminate the affected Work for the State's convenience.

(c) Once the Hazardous Material has been removed or rendered harmless by the State, the Contractor must resume Work as directed in writing by the State. Any determination by the Michigan Department of Community Health or the Michigan Department of Environmental Quality that the Hazardous Material has either been removed or rendered harmless is binding upon the State and Contractor for the purposes of resuming the Work. If any incident with Hazardous Material results in delay not reasonable anticipatable under the circumstances and which is attributable to the State, the applicable SLAs for the affected Work will not be counted in **Section 2.242** for a time as mutually agreed by the parties.

(d) If the Hazardous Material was brought to the site by the Contractor, or results in whole or in part from any violation by the Contractor of any laws covering the use, handling, storage, release, disposal, processing, transport, and transfer of Hazardous Material, or from any other act or omission within the control of the Contractor, the Contractor must bear its proportionate share of the delay and costs involved in cleaning up the site and removing and rendering harmless the Hazardous Material according to applicable laws to the condition approved by applicable regulatory agency(ies).

Michigan has a Consumer Products Rule pertaining to labeling of certain products containing volatile organic compounds. For specific details visit http://www.michigan.gov/deq/0,1607,7-135-3310_4108-173523--,00.html

Refrigeration and Air Conditioning:

The Contractor must comply with the applicable requirements of Sections 608 and 609 of the Clean Air Act (42 U.S.C. 7671g and 7671h) as each or both apply to the Contract.



Environmental Performance:

Waste Reduction Program: Contractor must establish a program to promote cost-effective waste reduction in all operations and facilities covered by the Contract. The Contractor's programs must comply with applicable federal, state, and local requirements, specifically including Section 6002 of the Resource Conservation and Recovery Act (42 U.S.C. 6962, *et seq.*).

2.300 Reserved



Attachment A – Pricing

Facility	Per Prisoner Per Meal Price
All Facilities	\$1.287

Except as otherwise specified herein, the Per Prisoner Per Meal (PPPM) price specified above, is fixed for the first year of the Contract. Starting with the first anniversary of the Contract Effective Date, the Contractor will receive a PPPM base increase of 1.0% annually. Also beginning with the first anniversary of the Contract Effective Date, the Contractor may receive up to an additional 1.5% annual increase in PPPM as determined by (1) calculating 65.0% of the total increase based on the yearly percentage change in the Market Basket of Products (as defined below) which approximate the products served at the facilities covered by this Contract (the "Client Menu") and (2) calculating 35.0% of the total increase based on the yearly percentage change in the Employment Cost Index published by the U.S. Bureau of Labor Statistics, for total compensation for private industry workers, by occupational group and industry ("ECI"). The period for determining the Market Basket of Products and ECI increases will be September of the immediately preceding year to September of the then-current year (the "Base Period"). The total annual PPPM increase cannot exceed 2.5% (1.0% base increase + 1.5% change in the indices listed above and calculated as set forth herein).

As set forth on the sample client statement attached as Attachment N, the "Market Basket of Products" represents categories or types of products that are generally used in the Client Menu. Such products are classified into the following six categories of food items (each, a "Menu Category"): beverage (composed of juice and non-alcoholic drinks other than milk); baked goods; produce (composed of fruits and vegetables); dairy; meat; and grocery items (composed of the food items in the menu that are not otherwise included in one of the preceding categories). Each Menu Category will be ascribed a percentage (the "Category Weighting") representing the proportion of the Client Menu that such Menu Category approximately represents based on purchasing levels during the Base Period. Each Category Weighting will then be multiplied by the percentage change in the corresponding Bureau of Labor Statistics ("BLS") category compiled by the U.S. Department of Labor and published at www.bls.gov for the Base Period, and the results of each such calculation will be added together to arrive at the overall percentage change which will represent the Market Basket of Products. For the avoidance of doubt, the BLS categories to be multiplied by the Category Weightings are (1) Beverage, All Urban Consumers, U.S. City Average; (2) Baked Goods, All Urban Consumers, U.S. City Average; (3) Produce, All Urban Consumers, U.S. City Average; (4) Dairy, All Urban Consumers, U.S. City Average; (5) Meat, All Urban Consumers, U.S. City Average; and (6) Food, All Urban Consumers, U.S. City Average. In the event that there are any changes in the method in which the BLS reports its annual statistics, including any changes or modifications to any of the applicable BLS categories, the parties agree to negotiate a mutually agreeable modification to the appropriate Market Basket of Products category or categories or the methodology described above. The Market Basket of Products is designed to approximate price adjustments with product cost increases at the facility or facilities covered by this Contract. The Market Basket of Products is an estimate of food costs only and actual costs may vary. While the Menu Categories attempt to approximate the products served at the facility or facilities covered by this Contract, they may not precisely parallel actual usage or the BLS categories listed above.

The PPPM price is subject to change on a quarterly basis in accordance with the tables below. The effective PPPM price (Table 1), and effective date of any such change (Table 2), will be determined based on the weekly average of actual meals ("Weekly Average") served during the preceding quarter as defined below. The Weekly Average will be calculated as the sum of all prisoner meals served during the Weekly Average Calculation Period divided by the total number of days within the WACP, multiplied by seven (7).

Table 1.

Weekly Average		PPPM Price
Low	High	
610,001	630,000	\$ 1.3355
630,001	650,000	\$ 1.3258
650,001	670,000	\$ 1.3161
670,001	770,000	\$ 1.2870
770,001	790,000	\$ 1.2720
790,001	810,000	\$ 1.2645
810,001	830,000	\$ 1.2570



Table 2.

Weekly Average Calculation Period	Effective date of change (if applicable)
December 16 - March 15	April 1
March 16 - June 15	July 1
June 16 - September 15	October 1
September 16 - December 15	January 1

In the event that Staff meals increase 3.0% or more above 68,000 meals per month, the parties agree to renegotiate the PPPM price or mutually agree upon modification(s) to this Contract to offset the impact of the increased Staff meals.

In the event the number of religious meals required by MDOC increases by 25.0% or more above 450 religious meals per day, the parties agree to renegotiate the price of religious meals that the Contractor charges to MDOC.

Diet snacks must be included in the PPPM price specified above. Approved Staff meals must be included in the PPPM price specified above. Staff are only served lunch and dinner meals. Meals are served on all three shifts. Staff wanting to purchase a meal must be allowed to purchase at the PPPM price specified above (\$1.287) and will not be subject to quarterly changes on the sliding scale. Invoiced amount must be based on the daily count of actual meals served at each institution. Population served can vary and is not dependent on total capacity.

The MDOC shall not receive any prompt payment discount from Contractor.



Attachment B – CFA Map

Michigan Department of Corrections
 Correctional Facilities Map
 As of November 2010



● Correctional Facilities

1. CjKway Correctional Facility
2. Benzie Max. Correctional Facility
3. Marquette Branch Prison*
4. Alger Correctional Facility
5. Newberry Correctional Facility
6. Chippewa Correctional Facility
6. Kinross Correctional Facility
7. Pigeley Correctional Facility
8. Oaks Correctional Facility
9. Earnest D. Brooke Correctional Facility
9. Muskegon Correctional Facility
9. West Shoreline Correctional Facility
10. Carson City Correctional Facility
11. Central Michigan Correctional Facility
11. St. Louis Correctional Facility
12. Saginaw Correctional Facility
13. Richard A. Handlon Correctional Facility
13. Ionia Maximum Correctional Facility
13. Michigan Reformatory
13. Belamy Creek Correctional Facility
14. Thumb Correctional Facility
15. Macomb Correctional Facility†
13. G. Robert Colton Correctional Facility
16. Charles E. Epeler RGC*
16. Parnell Correctional Facility
16. Cooper Street Correctional Facility
17. Special Alternative Incarceration Facility
18. Mound Correctional Facility
18. Ryan Correctional Facility
19. Woman's Huron Valley Correctional Facility†
20. Woodland Center Correctional Facility†
21. Florence Crane Correctional Facility
21. Lakeland Correctional Facility
22. Gus Harrison Correctional Facility

*Includes reception centers
 †Inpatient psychiatric units operated by the Michigan Dept. of Community Health

Source: Correctional Facilities Administration



Attachment C – Service Level Agreement (SLA)

OFFENSE	FIRST OFFENSE	SUBSEQUENT OFFENSES
NSLP reimbursement – Any loss of reimbursement funds, due to the Contractor(s) non-compliance or lack of reporting.		
Poor NSLP reporting	all lost funds will be deducted from monthly invoice payments.	
Sample Meal Trays – It is the Contractor(s) responsibility to provide quality meals to be evaluated daily.		
Poor evaluations or meal deficiencies	opportunity to correct	entire cost of deficient meal if corrective action is not sufficient
Statewide Standardized Menu (SWSM) Substitutions – All substitutions or changes must be submitted and approved in advance by the CCI or designee.		
Unapproved meal substitutions	written warning	up to \$500.00 per substitution
Meal Count – It is the Contractor(s) responsibility to determine the appropriate number of meals to be prepared. Inadequate meal quantities may be considered a breach of Contract.		
Inadequate meal quantities	written warning	\$250.00 fine for each offense
Security – The Contractor(s) staff is responsible for keeping all areas locked and unavailable to inmate workers.		
Any lost keys	all costs incurred due to lost keys and inventory	
Sanitation – Inspections are graded using the attached CAH-950 (Attachment J) weekly/monthly and the CRX-113 (Attachment K) yearly forms, and a passing grade is determined by the result of these completed forms.		
Failing grade on weekly inspections	written warning	not corrected in the allowed 10 days, up to \$250.00 fine each month until corrected
Failing grade on monthly inspections	not less than \$500.00 for critical violations	not corrected in the allowed 10 days, up to \$1,000.00 fine each month until corrected
Failing grade on yearly inspections	not less than \$1,000.00 for critical violations	not corrected in the allowed 10 days, up to \$10,000.00 fine each month until corrected
Safety – Inspections are held monthly and yearly. All safety practices and training documentations must be complete.		
Failing grade on monthly inspections	written warning	not corrected in the allowed 10 days, up to \$250.00 fine each month until corrected
Failing grade on yearly inspections	not less than \$500.00 for critical violations	not corrected in the allowed 10 days, up to \$1,000.00 fine each month until corrected
Staffing Vacancies – All identified management or line staff positions cannot remain vacant for more than 72 hrs.		
Positions vacant for more than 10 days	\$500.00 per day until position is filled	



Staff Conduct – The Contractor(s) staff shall adhere to all applicable rules and regulations governed by MDOC.

Failure to report a violation or attempted violation of policy regulations within 24 hours	not less than \$1,000.00	may result in termination of Contract
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Inmate Complaints and Grievances – Any grievances filed by inmates regarding food service are referred to and reviewed by the Contractor(s) Management Staff.

More than 5% of total inmate population file a Step III grievance in a one month period	\$1,000.00 fine per month
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ACA Standards and Records – The Contractor(s) will maintain and provide all adequate documentation necessary to maintain ACA files.

Institutions failure to receive final ACA accreditation as a direct result of the contractors negligence	\$50,000.00 fine plus any other fines or penalties	not paid in the allowed 30 days, will be deducted from invoice payment and may result in termination of Contract
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Payment of Penalties – Any penalties not paid within 30 days will be deducted from monthly invoice payments.



Attachment D – Statewide Standard Menu

MICHIGAN DEPARTMENT OF CORRECTIONS - MENS -

Week 1

Facility Name Here

For the Week of : 7/1/2012

A non-meat protein substitute will be offered for lunch and dinner meals.
All meat weights are before cooking. Beverage is sweetened or unsweetened.

MENU SUBJECT TO CHANGE WITHOUT NOTICE

(P) - Pork Item
(V) - Vegetarian

(B/T) - Beef & Turkey Item
(B/C) - Beef & Chicken Item
(T) - Turkey Item

Prisoners shall request the menu items to be placed on their tray

	7/1 SUNDAY	7/2 MONDAY	7/3 TUESDAY	7/4 WEDNESDAY	7/5 THURSDAY	7/6 FRIDAY	7/7 SATURDAY
B R E A K F A S T	1 c Oatmeal	1 c Raisin OR 1 c High Fiber Cereal	1 c Grits	1 c Oatmeal OR 1 c High Fiber Cereal	1 c Raisin	1 c Grits OR 1 c High Fiber Cereal	1 c Oatmeal
	2 sl Whole Wheat Toast w/ #60 Jelly: Regular OR Diet OR 1 pc Glazed Coffee Cake	2 sl Whole Wheat Toast #80 Jelly: Regular OR Diet	2 sl Whole Wheat Toast w/ #60 Jelly: Regular OR Diet OR 1 pc High Fiber Bran Cake	2 sl Whole Wheat Toast #30 Peanut Butter	2 sl Whole Wheat Toast #60 Jelly: Regular OR Diet OR 1 pc Glazed Coffee Cake	2 sl Whole Wheat Toast #60 Jelly: Regular OR Diet	2 sl Whole Wheat Toast #60 Jelly: Regular OR Diet
	#100 Whipped Margarine 2 pks Sugar OR 1 pk Sugar Sub 1/2 o Juice: Orange OR Apple 1 c Skim Milk	#100 Whipped Margarine 2 pks Sugar OR 1 pk Sugar Sub 1/2 o Juice: Orange OR Apple 1 c Skim Milk	#100 Whipped Margarine 2 pks Sugar OR 1 pk Sugar Sub 1/2 c Juice: Orange OR Apple 1 c Skim Milk	#100 Whipped Margarine 2 pks Sugar OR 1 pk Sugar Sub 1/2 c Juice: Orange OR Apple 1 c Skim Milk	#100 Whipped Margarine 2 pks Sugar OR 1 pk Sugar Sub 1/2 c Juice: Orange OR Apple 1 c Skim Milk	#100 Whipped Margarine 2 pks Sugar OR 1 pk Sugar Sub 1/2 o Juice: Orange OR Apple 1 c Skim Milk	#100 Whipped Margarine 2 pks Sugar OR 1 pk Sugar Sub 1/2 c Juice: Orange OR Apple 1 c Skim Milk
L U N C H	1 pc Baked Chicken Leg & Thigh 8 oz Soy Leaf	3 oz Hot Turkey (T) OR 8 oz BBQ Bean Patty	1 c Vegetable Poultry Stew OR 1 1/2 o Vegetable Stew w/Soy	4 oz Sellabury Steak (B,T) OR 6 oz Western Bean Burger	4 oz Beef Burger #30 Catsup #60 Mustard OR #30 Peanut Butter #60 Jelly: Regular OR Diet	4 oz Baked Fish #60 Tartar Sauce OR 6 oz Vegetable Bean Patty	4 oz Chicken Salad OR 4oz Soy Chicken Salad
	1/4 c Chicken Gravy (V)	1 c Vegetarian Bean Soup	1 o Brown Rice	1/4 c Brown Gravy (V)	#30 Peanut Butter	1 c Brown Rice Pilaf	1 c Bean Salad w/Onion
	1 c Garlic Mashed Potatoes	3 pk Lo-Sodium Crackers	1/2 c Beets	1 c Mashed Potatoes	#60 Jelly: Regular OR Diet	1 c Carrot & Raisin Salad	1/2 o Carrots
	1/2 c Carrots	1/2 o Mashed Potatoes		1 c Tossed Salad	1 c Oven Broiled Potatoes		
	2 sl Whole Wheat Bread	2 sl Whole Wheat Bread	2 sl Whole Wheat Bread	2 sl Whole Wheat Bread	1 ea Hamburger Bun	2 sl Whole Wheat Bread	2 sl Whole Wheat Bread
	#100 Whipped Margarine 1 ea Apple OR 1 ea Chocolate Chip Cookie	#100 Whipped Margarine 1 ea Banana OR 1/2 o Ice Cream	#100 Whipped Margarine 1 ea Apple OR 1 pc White Cake	#100 Whipped Margarine 1/2 c Peas OR 1 pc Chocolate Cake	#100 Whipped Margarine 1/2 c Apple Sauce OR 1 pc Spice Cake	#100 Whipped Margarine 1 ea Banana OR 1 pc Applesauce Cake	#100 Whipped Margarine 1 ea Orange OR 1 pc White Cake
1 c Fruit Punch Drink reg OR diet	1 c Grape Drink reg OR diet	1 c Orange Drink reg OR diet	1 c Blue Raspberry Drink reg OR diet	1 c Fruit Punch Drink reg OR diet	1 c Grape Drink reg OR diet	1 c Orange Drink reg OR diet	
D I N N E R	1/2 c Scrambled Eggs	1 1/4 c Scalloped Potato w/Ham (P) OR 1 1/4 c Scalloped Potato w/Soy	4 oz Polish Sausage (T) 1 ea Hot Dog Bun #30 Catsup #60 Mustard OR 3/4 c Spinach AuGratin 2 sl Whole Wheat Bread	1 1/4 o Turkey Stir Fry OR 1 1/4 c Vegetable Stir Fry w/ Beans	3 oz Frank (T/C) #30 Catsup OR 3 oz BBQ Soy	4 oz Turkey Ham (T) OR 6 oz Oat Burger w/ #30 Italian Sauce	1 sl Cheese Pizza OR 1 sl Cheese Pizza w/White Sauce
	#80 Jelly: Regular OR Diet 1 o Hash Browns #30 Catsup 1 o Tossed Salad #30 Low Fat Ranch Dressing	1/2 c Collard Greens	1 c Simmered Western Beans 1/2 o Steamed Cabbage	1 c Brown Rice 1 c Tossed Salad #30 Low Fat House Dressing	1 c Chopped Onions 1/2 c Cole Slaw 1 c Potato Wedges	1 c Potatoes O'Brien 1/2 c Collard Greens	1 c French Fries #30 Catsup 1/2 c Corn 1 o Tossed Salad #30 Low Fat Ranch Dressing
	2 sl Whole Wheat Toast	1 pc Cornbread	#100 Whipped Margarine	2 sl Whole Wheat Bread	1 ea Hot Dog Bun	2 sl Whole Wheat Bread	1 ea Apple OR
	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	1 ea Orange OR	1 ea Apple OR	1 ea Apple OR
	1 ea Orange OR	1 ea Orange OR	1 ea Orange OR	1 ea Apple OR	1 ea Oatmeal Cookie	1 pc Chocolate cake	1 pc Brownie
	1/2 c Jell-O	1 ea Sugar Cookie	1/2 c Bread Pudding	1 ea Popotole	1 c Skim Milk OR	1 c Skim Milk OR	1 c Skim Milk OR
1 c Skim Milk OR	1 c Skim Milk OR	1 c Skim Milk OR	1 c Skim Milk OR	1 c Orange Drink reg OR diet	1 c Blue Raspberry Drink reg OR diet	1 c Fruit Punch Drink reg OR diet	

FOOD SERVICE DIRECTOR:

WARDEN/DESIGNEE:



Attachment D – Statewide Standard Menu

MICHIGAN DEPARTMENT OF CORRECTIONS - MENS -								Week 2
Facility Name Here								For the Week of : 7/8/2012
A non-meat protein substitute will be offered for lunch and dinner meals. All meat weights are before cooking. Beverage is sweetened or unsweetened.		MENU SUBJECT TO CHANGE WITHOUT NOTICE						(P) - Pork Item (V) - Vegetarian
		Prisoners shall request the menu items to be placed on their tray						(B/T) - Beef & Turkey Item (B/C) - Beef & Chicken Item (T) - Turkey Item
	7/8 SUNDAY	7/9 MONDAY	7/10 TUESDAY	7/11 WEDNESDAY	7/12 THURSDAY	7/13 FRIDAY	7/14 SATURDAY	
B R E A K F A S T	1 c Raisin	1 c Grits OR 1 c High Fiber Cereal	1 c Oatmeal	1 c Raisin OR 1 c High Fiber Cereal	1 c Grits	1 c Oatmeal OR 1 c High Fiber Cereal	1 c Raisin	
	2 sl Whole Wheat Toast w/ #60 Jelly: Regular OR Diet OR	2 sl Whole Wheat Toast #60 Jelly: Regular OR Diet	2 sl Whole Wheat Toast w/ #60 Jelly: Regular OR Diet OR	2 sl Whole Wheat Toast #60 Jelly: Regular OR Diet	2 sl Whole Wheat Toast w/ #60 Jelly: Regular OR Diet OR	2 sl Whole Wheat Toast #60 Jelly: Regular OR Diet	2 sl Whole Wheat Toast OR 1 pc Glazed Coffee Cake #60 Peanut Butter	
	1 pc High Fiber Bran Cakes		1 pc Glazed Coffee Cake		1 pc Glazed Coffee Cake			
#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	
2 pks Sugar OR 1 pk Sugar Sub	2 pks Sugar OR 1 pk Sugar Sub	2 pks Sugar OR 1 pk Sugar Sub	2 pks Sugar OR 1 pk Sugar Sub	2 pks Sugar OR 1 pk Sugar Sub	2 pks Sugar OR 1 pk Sugar Sub	2 pks Sugar OR 1 pk Sugar Sub	2 pks Sugar OR 1 pk Sugar Sub	
1/2 c Juice: Orange OR Apple	1/2 c Juice: Orange OR Apple	1/2 c Juice: Orange OR Apple	1/2 c Juice: Orange OR Apple	1/2 c Juice: Orange OR Apple	1/2 c Juice: Orange OR Apple	1/2 c Juice: Orange OR Apple	1/2 c Juice: Orange OR Apple	
1 c Skim Milk	1 c Skim Milk	1 c Skim Milk	1 c Skim Milk	1 c Skim Milk	1 c Skim Milk	1 c Skim Milk	1 c Skim Milk	
L U N C H	1 1/4 c Beef and Noodle Casserole OR	3 oz Frank (T/C) 1 ea Hot Dog Bun OR	4 oz Sloppy Joe (B,T) OR	1 ea Grilled Cheese Sandwich w/ 2.5 oz (Cheese) 2 sl Whole Wheat Bread	3/4 c Meat Sauce (B,T) OR	4 oz Chicken Patty OR	4 oz Baked Fish #60 Tartar Sauce OR	
	1 1/4 c Soy and Noodle Casserole	6 oz Black Bean Burger 2 sl Whole Wheat Bread	4 oz Soy Sloppy Joe (Tomato Free)		1/2 c Vegetable Cheese Sauce - (Tomato Free)	6 oz Black Bean Burger	3/4 c Spinach AuGratin	
	1 c Green Beans	1 oz Chili Sauce (V) #60 Mustard #60 Chopped Onions 3/4 c Baked Beans (V) 1/2 c Coleslaw 1 ea Banana OR 1/2 c Jelly	1 c Parried Potatoes 3 ea Carrot Sticks 3 ea Celery Sticks	1 c Oven Browned Potatoes #30 Catsup 1/2 c Green Beans 1 c Tossed Salad #30 Low Fat Thousand Island	1 c Spaghetti 1/2 c Spinach 1/2 c Coleslaw 1 oz Shredded Cheese 2 sl Whole Wheat Bread #100 Whipped Margarine 1 ea Orange OR 1 pc Brownie	1/2 c Macaroni & Cheese 3/4 c Baked Beans (V) 3 ea Carrot Sticks 1/2 c Cole Slaw	1/2 c Green Beans 1 c Oven Browned Potatoes	
	1 pc Combread #100 Whipped Margarine 1/2 c Pineapple OR 1 pc Chocolate Cake	1 c Fruit Punch reg OR diet	1 ea Hamburger Bun #100 Whipped Margarine 1/2 c Orange OR 1 ea Sugar Cookie	1 ea Orange Drink reg OR diet	#100 Whipped Margarine 1/2 c Peaches OR 1 ea Oatmeal Cookie	2 sl Whole Wheat Bread #100 Whipped Margarine 1/2 c Peaches OR 1 pc White Cake	2 sl Whole Wheat Bread #100 Whipped Margarine 1 ea Orange OR 1 pc Sploa Cake	
	1 c Blue Raspberry Drink reg OR diet		1 c Grape Drink reg OR diet	1 c Orange Drink reg OR diet	1 c Orange Drink reg OR diet	1 c Fruit Punch reg OR diet	1 c Grape Drink reg OR diet	
D I N N E R	3 oz Taco Meat (B,T) OR 3 oz Seasoned Soy Crumbles	4 oz BBQ Pork (P) OR 1 c Bean Salad w/Onion	1/2 c Scrambled Eggs	4 oz Meatballs (B,T) OR 6 oz Porcupine Bean Balls	1 sl Cheese and Vegetable Pizza OR 1 sl Cheese and Vegetable Pizza w/ White Sauce	1 1/4 c Hamburger Cabbage - Casserole (B,T) OR 1 1/4 c Soy Cabbage Casserole w/ White Sauce	1 1/4 c Cheesy Rotini Casserole w/ Bread Crumb Topping	
	1 oz Shredded Cheese		1 oz Shredded Cheese	1/4 c Brown Gravy (V)	1 c French Fries Catsup	1 c Brown Rice	1/2 c Colard Greens 1/2 c Beets	
	1/2 c Corn	1 c Mashed Potatoes	1 c Hash Browns	1 c Rotini Noodles	1 c Tossed Salad	1/2 c Sunshine Salad		
	1/2 c Refried Beans	1/2 c Collard Greens	1 c Tossed Salad	#60 Low Fat Ranch Dressing Jelly: Regular OR Diet	1/2 c Carrots			
	3/4 c Chopped Lettuce		#60 Low Fat Ranch Dressing Jelly: Regular OR Diet		#30 Low Fat House Dressing			
	1/4 c Salsa							
	2 ea Corn Taco Shells	2 sl Whole Wheat Bread #100 Whipped Margarine	2 sl Whole Wheat Toast #100 Whipped Margarine	2 sl Whole Wheat Bread #100 Whipped Margarine	2 sl Whole Wheat Bread #100 Whipped Margarine	2 sl Whole Wheat Bread #100 Whipped Margarine	1 pc Corn Bread #100 Whipped Margarine	
	1 ea Orange OR	1 ea Orange OR	1 ea Apple OR	1 ea Orange OR	1 ea Apple OR	1 ea Banana OR	1 ea Apple OR	
	1 ea Sugar Cookie	1 ea Popsicle	1 pc Glazed Coffee Cake	1 ea Chocolate Chip Cookie	1 ea Popsicle	1 ea Sugar Cookie	1 pc White cake	
	1 c Skim Milk OR	1 c Skim Milk OR	1 c Skim Milk OR	1 c Skim Milk OR	1 c Skim Milk OR	1 c Skim Milk OR	1 c Skim Milk OR	
1 c Grape Drink reg OR diet	1 c Orange Drink reg OR diet	1 c Blue Raspberry Drink reg OR diet	1 c Fruit Punch reg OR diet	1 c Grape Drink reg OR diet	1 c Orange Drink reg OR diet	1 c Blue Raspberry Drink reg OR diet		
FOOD SERVICE DIRECTOR:				WARDENDESIGNEE:				



Attachment D – Statewide Standard Menu

MICHIGAN DEPARTMENT OF CORRECTIONS - MENS -

Week 3

Facility Name Here

For the Week of :

7/16/2012

A non-meat protein substitute will be offered for lunch and dinner meals.
All meat weights are before cooking. Beverage is sweetened or unsweetened.

MENU SUBJECT TO CHANGE WITHOUT NOTICE

Prisoners shall request the menu items to be placed on their tray

(P) - Pork Item
(V) - Vegetarian

(B/T) - Beef & Turkey Item
(B/C) - Beef & Chicken Item
(T) - Turkey Item

	7/15 SUNDAY	7/16 MONDAY	7/17 TUESDAY	7/18 WEDNESDAY	7/19 THURSDAY	7/20 FRIDAY	7/21 SATURDAY
B R E A K F A S T	1 c Oatmeal	1 c Raisin OR 1 c High Fiber Cereal	1 c Grits	1 c Oatmeal OR 1 c High Fiber Cereal	1 c Raisin	1 c Grits OR 1 c High Fiber Cereal	1 c Oatmeal
	2 sl Whole Wheat Toast w/ #60 Jelly: Regular OR Diet OR 1 pc Glazed Coffee Cake	2 sl Whole Wheat Toast #60 Jelly: Regular OR Diet	2 sl Whole Wheat Toast w/ #60 Jelly: Regular OR Diet OR 1 pc High Fiber Bran Cake	2 sl Whole Wheat Toast #30 Peanut Butter	2 sl Whole Wheat Toast w/ #60 Jelly: Regular OR Diet OR 1 pc Glazed Coffee Cake	2 sl Whole Wheat Toast #60 Jelly: Regular OR Diet	2 ea Waffles 1/3 c Syrup OR 2 pks Diet Syrup 2 oz Breakfast Sausage (T)
	#100 Whipped Margarine 2 pks Sugar OR 1 pk Sugar Sub 1/2 c Juice: Orange OR Apple 1 c Skim Milk	#100 Whipped Margarine 2 pks Sugar OR 1 pk Sugar Sub 1/2 c Juice: Orange OR Apple 1 c Skim Milk	#100 Whipped Margarine 2 pks Sugar OR 1 pk Sugar Sub 1/2 c Juice: Orange OR Apple 1 c Skim Milk	#100 Whipped Margarine 2 pks Sugar OR 1 pk Sugar Sub 1/2 c Juice: Orange OR Apple 1 c Skim Milk	#100 Whipped Margarine 2 pks Sugar OR 1 pk Sugar Sub 1/2 c Juice: Orange OR Apple 1 c Skim Milk	#100 Whipped Margarine 2 pks Sugar OR 1 pk Sugar Sub 1/2 c Juice: Orange OR Apple 1 c Skim Milk	#100 Whipped Margarine 2 pks Sugar OR 1 pk Sugar Sub 1/2 c Juice: Orange OR Apple 1 c Skim Milk
L U N C H	1/2 c Scrambled Eggs #60 Jelly: Regular OR Diet 1 c Hash Browns #30 Catsup 1 c Tossed Salad #30 Low Fat Ranch Dressing	1 1/4 c Scalloped Potato w/Ham (P) OR 1 1/4 c Scalloped Potato w/Soy 1/2 c Collard Greens	4 oz Polish Sausage (T) 1 ea Hot Dog Bun #30 Catsup #60 Mustard OR 3/4 c Spinach AuGratin 2 sl Whole Wheat Bread 1 c Simmered Western Beans 1/2 c Steamed Cabbage	1 1/4 c Turkey Stir Fry OR 1 1/4 c Vegetable Stir Fry w/ Beans 1 c Brown Rice 1 c Tossed Salad #30 Low Fat House Dressing	3 oz Frank (T/C) OR #30 Catsup OR 3 oz BBQ Soy 1 c Chopped Onions 1/2 c Cole Slaw 1 c Potato Wedges	4 oz Turkey Ham (T) 6 oz Oat burger w/ #30 Italian Sauce 1 c Potatoes O'Brien 1/2 c Collard Greens	1 sl Cheese Pizza OR 1 sl Cheese Pizza w/ White Sauce 1 c French Fries #30 Catsup 1/2 c Corn 1 c Tossed Salad #30 Low Fat Ranch Dressing
	2 sl Whole Wheat Toast #100 Whipped Margarine 1 ea Orange OR 1/2 c Jell-O	1 pc Cornbread #100 Whipped Margarine 1 ea Orange OR 1 ea Sugar Cookie	#100 Whipped Margarine 1 ea Orange OR 1/2 c Bread Pudding	2 sl Whole Wheat Bread #100 Whipped Margarine 1 ea Apple OR 1 ea Popcorn	1 ea Hot Dog Bun 1 ea Orange OR 1 ea Oatmeal Cookie	2 sl Whole Wheat Bread #100 Whipped Margarine 1 ea Apple OR 1 pc Chocolate cake	1 ea Apple OR 1 pc Brownie
	1 c Orange Drink reg OR diet	1 c Blue Raspberry Drink reg OR diet	1 c Fruit Punch reg OR diet	1 c Grape Drink reg OR diet	1 c Orange Drink reg OR diet	1 c Blue Raspberry Drink reg OR diet	1 c Fruit Punch reg OR diet
D I N N E R	1 pc Baked Chicken Leg & Thigh OR 6 oz Soy Loaf	3 oz Hot Turkey (T) OR 6 oz BBQ Bean Patty	1 c Vegetable Poultry Stew OR 1 1/2 c Vegetable Stew w/Soy	4 oz Salisbury Steak (B,T) OR 6 oz Western Bean Burger	4 oz Beef Burger #30 Catsup #60 Mustard OR #30 Peanut Butter #60 Jelly: Regular OR Diet	4 oz Baked Fish #60 Tartar Sauce OR 6 oz Vegetable Bean Patty	4 oz Chicken Salad OR 4oz Soy Chicken Salad
	1/4 c Chicken Gravy (V) 1 c Garlic Mashed Potatoes 1/2 c Carrots	1/4 c Chicken Gravy (V) 1 c Vegetarian Bean Soup 3 pk Lo-Sodium Crackers 1/2 c Mashed Potatoes 1/2 c Cole Slaw	1 c Brown Rice 1/2 c Beans	1/4 c Brown Gravy (V) 1 c Mashed Potatoes 1 c Tossed Salad #30 Low Fat Thousand Island	#30 Peanut Butter #60 Jelly: Regular OR Diet 1 c Oven Browned Potatoes 1/2 c Green Beans	1 c Brown Rice Pilaf 1 c Carrot & Raisin Salad	1 c Bean Salad w/Onion 1/2 c Carrots
	2 sl Whole Wheat Bread #100 Whipped Margarine 1 ea Apple OR 1 ea Chocolate Chip Cookie 1 c Skim Milk OR 1 c Fruit Punch reg OR diet	2 sl Whole Wheat Bread #100 Whipped Margarine 1 ea Banana OR 1/2 c Ice Cream 1 c Skim Milk OR 1 c Grape Drink reg OR diet	2 sl Whole Wheat Bread #100 Whipped Margarine 1 ea Apple OR 1 pc White Cake 1 c Skim Milk OR 1 c Orange Drink reg OR diet	2 sl Whole Wheat Bread #100 Whipped Margarine 1/2 c Peas OR 1 pc Chocolate Cake 1 c Skim Milk OR 1 c Blue Raspberry Drink reg OR diet	1 ea Hamburger Bun #100 Whipped Margarine 1/2 c Apple Sauce OR 1 pc Spice Cake 1 c Skim Milk OR 1 c Fruit Punch reg OR diet	2 sl Whole Wheat Bread #100 Whipped Margarine 1 ea Banana OR 1 pc Applesauce Cake 1 c Skim Milk OR 1 c Grape Drink reg OR diet	2 sl Whole Wheat Bread #100 Whipped Margarine 1 ea Orange OR 1 pc White Cake 1 c Skim Milk OR 1 c Orange Drink reg OR diet

FOOD SERVICE DIRECTOR:

WARDEN/DESIGNEE:



Attachment D – Statewide Standard Menu

MICHIGAN DEPARTMENT OF CORRECTIONS - MENS -										
Facility Name Here										
Week 4										
For the Week of : 7/22/2012										
MENU SUBJECT TO CHANGE WITHOUT NOTICE										
A non-meat protein substitute will be offered for lunch and dinner meals. All meat weights are before cooking. Beverage is sweetened or unsweetened. Prisoners shall request the menu items to be placed on their tray										
(P) - Pork Item (V) - Vegetarian (B/T) - Beef & Turkey Item (B/C) - Beef & Chicken Item (T) - Turkey Item										
	7/22 SUNDAY	7/23 MONDAY	7/24 TUESDAY	7/25 WEDNESDAY	7/26 THURSDAY	7/27 FRIDAY	7/28 SATURDAY			
B R E A K F A S T	1 c Raisin	1 c Oats OR High Fiber Cereal	1 c Oatmeal	1 c Raisin OR High Fiber Cereal	1 c Oats OR High Fiber Cereal	1 c Oats OR High Fiber Cereal	1 c Raisin			
	2 sl Whole Wheat Toast w/ Jelly: Regular OR Diet OR	2 sl Whole Wheat Toast Jelly: Regular OR Diet	2 sl Whole Wheat Toast w/ Jelly: Regular OR Diet OR	2 sl Whole Wheat Toast Jelly: Regular OR Diet	2 sl Whole Wheat Toast w/ Jelly: Regular OR Diet	2 sl Whole Wheat Toast w/ Jelly: Regular OR Diet	2 sl Whole Wheat Toast Jelly: Regular OR Diet	2 sl Whole Wheat Toast OR	1 pc Glazed Coffee Cake #30 Peanut Butter	
	1 pc High Fiber Bran Cakes		1 pc Glazed Coffee Cake		1 pc Glazed Coffee Cake		1 pc Glazed Coffee Cake			
L U N C H	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine		
	2 pks Sugar OR 1 pk Sugar Sub	2 pks Sugar OR 1 pk Sugar Sub	2 pks Sugar OR 1 pk Sugar Sub	2 pks Sugar OR 1 pk Sugar Sub	2 pks Sugar OR 1 pk Sugar Sub	2 pks Sugar OR 1 pk Sugar Sub	2 pks Sugar OR 1 pk Sugar Sub	2 pks Sugar OR 1 pk Sugar Sub		
	1/2 c Juice: Orange OR Apple	1/2 c Juice: Orange OR Apple	1/2 c Juice: Orange OR Apple	1/2 c Juice: Orange OR Apple	1/2 c Juice: Orange OR Apple	1/2 c Juice: Orange OR Apple	1/2 c Juice: Orange OR Apple	1/2 c Juice: Orange OR Apple		
1 c Skim Milk	1 c Skim Milk	1 c Skim Milk	1 c Skim Milk	1 c Skim Milk	1 c Skim Milk	1 c Skim Milk	1 c Skim Milk			
L U N C H	3 oz Taco Meat (B,T) OR	4 oz BBQ Pork (P) OR	1/2 c Scrambled Eggs	4 oz Meatballs (B,T) OR	1 sl Cheese and Vegetable Pizza OR	1 1/4 c Hamburger Cabbage - Casserole (B,T) OR	1 1/4 c Cheesy Potini Casserole w/ Bread Crumb Topping			
	3 oz Seasoned Soy Crumbles	1 c Bean Salad w/Onion	1 oz Shredded Cheese	6 oz Portupine Bean Balls	1 sl Cheese and Vegetable Pizza w/ White Sauce	1 1/4 c Soy Cabbage Casserole w/ White Sauce	1/2 c Collard Greens			
	1 oz Shredded Cheese	1 c Mashed Potatoes	1 c Hash Browns	1/4 c Brown Gravy (V)	1 c French Fries	1 c Brown Rice	1/2 c Sunshime Salad	1/2 c Beets		
1/2 c Corn	1/2 c Collard Greens	1 c Tossed Salad	1 c Rottini Noodles	#30 Catsup	1 c Tossed Salad	2 sl Whole Wheat Bread	1 pc Corn Bread			
1/2 c Refried Beans	1/2 c Collard Greens	#30 Low Fat Ranch Dressing	1/2 c Carrots	#30 Tossed Salad	#30 Low Fat House Dressing	#100 Whipped Margarine	#100 Whipped Margarine			
3/4 c Chopped Lettuce		#30 Jelly: Regular OR Diet	2 sl Whole Wheat Toast	1 ea Apple OR	1 ea Sugar Cookie	1 ea Banana OR	1 ea Apple OR			
1/4 c Salsa	2 sl Whole Wheat Bread	2 sl Whole Wheat Bread	2 sl Whole Wheat Toast	1 ea Chocolate Chip Cookie	1 ea Sugar Cookie	1 ea Sugar Cookie	1 ea White cake			
2 ea Corn Taco Shells	#100 Whipped Margarine	1 ea Orange OR	1 ea Apple OR	1 ea Orange OR	1 ea Popicicle	1 ea Popicicle	1 ea White cake			
1 ea Orange OR	1 ea Orange OR	1 ea Popicicle	1 ea Apple OR	1 ea Orange OR	1 ea Popicicle	1 ea Sugar Cookie	1 ea White cake			
1 ea Sugar cookie	1 ea Popicicle	1 ea Popicicle	1 ea Apple OR	1 ea Orange OR	1 ea Popicicle	1 ea Sugar Cookie	1 ea White cake			
1 c Grape Drink reg OR diet	1 c Orange Drink reg OR diet	1 c Orange Drink reg OR diet	1 c Blue Raspberry Drink reg OR diet	1 c Fruit Punch reg OR diet	1 c Grape Drink reg OR diet	1 c Orange Drink reg OR diet	1 c Blue Raspberry Drink reg OR diet			
D I N N E R	1 1/4 c Beef and Noodle Casserole OR	3 oz Frank (T/C) OR	4 oz Sloppy Joe (B,T) OR	1 ea Grilled Cheese Sandwich w/ (Cheese)	3/4 c Meat Sauce (B,T) OR	4 oz Chicken Patty OR	4 oz Baked Fish #60 Terbar Sauce OR			
	1 1/4 c Soy and Noodle Casserole	1 ea Hot Dog Bun OR	4oz Soy Sloppy Joe (Tomato Free)	2.5 oz (Whole Wheat Bread)	1/2 c Vegetable Cheese Sauce - (Tomato Free)	6 oz Black Bean Burger	3/4 c Spinach AuGratin			
	1 c Green Beans	6 oz Black Bean Burger	1 c Pars lled Potatoes	1 c Oven Browned Potatoes	1 c Spaghetti	1/2 c Macaroni & Cheese	1/2 c Green Beans			
1 pc Combread	2 sl Whole Wheat Bread	3 ea Carrot Sticks	#30 Catsup	1/2 c Spinach	3/4 c Baked Beans (V)	1 c Green Beans				
#100 Whipped Margarine	1 oz Chili Sauce (V)	3 ea Celery Sticks	1 c Green Beans	1/2 c Colaslaw	3 ea Carrot Sticks	1 c Oven Browned Potatoes				
1/2 c Pineapple OR	#60 Mustard	1 ea Hamburger Bun	1 c Tossed Salad	1/2 c Low Fat Thousand Island	1/2 c Cole Slaw	2 sl Whole Wheat Bread	2 sl Whole Wheat Bread			
1 pc Chocolate Cake	#30 Chopped Onions	#100 Whipped Margarine	#30 Low Fat Thousand Island	#100 Whipped Margarine	2 sl Whole Wheat Bread	#100 Whipped Margarine	#100 Whipped Margarine			
1 c Skim Milk OR	3/4 c Baked Beans (V)	1 ea Orange OR	1 c Low Fat Thousand Island	1/2 c Peach OR	1 ea Peach OR	1 ea Peach OR	1 ea Orange OR			
1 c Blue Raspberry Drink reg OR diet	1/2 c Colaslaw	1 ea Sugar Cookie	1 c Low Fat Thousand Island	1 ea Oatmeal Cookie	1 pc Brownie	1 pc White Cake	1 pc Spice Cake			
	1/2 c Banana OR	1 c Skim Milk OR	1 c Skim Milk OR	1 c Skim Milk OR	1 c Skim Milk OR	1 c Skim Milk OR	1 c Skim Milk OR			
	1 c Skim Milk OR	1 c Fruit Punch reg OR diet	1 c Grape Drink reg OR diet	1 c Orange Drink reg OR diet	1 c Blue Raspberry Drink reg OR diet	1 c Fruit Punch reg OR diet	1 c Grape Drink reg OR diet			
	1 c Fruit Punch reg OR diet									
FOOD SERVICE DIRECTOR:				WARDEN/DESIGNEE:						



Attachment D – Statewide Standard Menu

MICHIGAN DEPARTMENT OF CORRECTIONS - Womens										Week 1
Facility Name Here										For the Week of :
Womens 5/21/12										1/8/2012
A non-meat protein substitute will be offered for lunch and dinner meals. All meat weights are before cooking. Beverage is sweetened or unsweetened.										
MENU SUBJECT TO CHANGE WITHOUT NOTICE										
Prisoners shall request the menu items to be placed on their tray										
		(P) - Pork Item				(B/T) - Beef & Turkey Item				
		(V) - Vegetarian				(B/C) - Beef & Chicken Item				(T) - Turkey Item
	1/8 SUNDAY	1/9 MONDAY	1/10 TUESDAY	1/11 WEDNESDAY	1/12 THURSDAY	1/13 FRIDAY	1/14 SATURDAY			
B R E A K F A S T	1 c Oatmeal	1 c Raisin OR 1 c High Fiber Cereal	1 c Grits	1 c Oatmeal OR 1 c High Fiber Cereal	1 c Raisin	1 c Grits OR 1 c High Fiber Cereal	1 c Oatmeal			
	1 sl Whole Wheat Toast w/ #80 Jelly: Regular OR Diet OR	1 sl Whole Wheat Toast #80 Jelly: Regular OR Diet	1 sl Whole Wheat Toast w/ #80 Jelly: Regular OR Diet OR	1 sl Whole Wheat Toast #80 Peanut Butter	1 sl Whole Wheat Toast w/ #80 Jelly: Regular OR Diet OR	1 sl Whole Wheat Toast	2 ea Waffles 1/3 c Syrup OR 2 pks Diet Syrup 2 oz Breakfast Sausage (T)			
	1 pc Glazed Coffee Cake		1 pc High Fiber Bran Cake		1 pc Glazed Coffee Cake	#80 Jelly: Regular OR Diet				
	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine			
	2 pks Sugar OR 1 pk Sugar Sub	2 pks Sugar OR 1 pk Sugar Sub	2 pks Sugar OR 1 pk Sugar Sub	2 pks Sugar OR 1 pk Sugar Sub	2 pks Sugar OR 1 pk Sugar Sub	2 pks Sugar OR 1 pk Sugar Sub	2 pks Sugar OR 1 pk Sugar Sub			
	1/2 c Juice: Orange OR Apple	1/2 c Juice: Orange OR Apple	1/2 c Juice: Orange OR Apple	1/2 c Juice: Orange OR Apple	1/2 c Juice: Orange OR Apple	1/2 c Juice: Orange OR Apple	1/2 c Juice: Orange OR Apple			
	1 c Skim Milk	1 c Skim Milk	1 c Skim Milk	1 c Skim Milk	1 c Skim Milk	1 c Skim Milk	1 c Skim Milk			
L U N C H	1 pc Baked Chicken Leg & Thigh OR 6 oz Soy Loaf	3 oz Hot Turkey (T) OR 6 oz BBQ Bean Patty	1 c Vegetable Poultry Stew OR 1 1/2 c Vegetable Stew w/Soy	3 oz Salisbury Steak (B,T) OR 6 oz Western Bean Burger	4 oz Beef Burger #30 Catsup #60 Mustard OR #30 Peanut Butter #80 Jelly: Regular OR Diet	4 oz Baked Fish #80 Tartar Sauce OR 6 oz Vegetable Bean Patty	3 oz Chicken Salad OR 3oz Soy Chicken Salad			
	1/4 c Chicken Gravy (V)	1 c Vegetarian Bean Soup	1/2 c Brown Rice	1/4 c Brown Gravy (V)	#30 Peanut Butter #80 Jelly: Regular OR Diet	1/2 c Brown Rice Pilaf	3/4 c Bean Salad w/Onion 1/2 c Carrots			
	1/2 c Garlic Mashed Potatoes	1/2 c Mashed Potatoes	1/2 c Beets	1/2 c Mashed Potatoes	1 c Tossed Salad #30 Low Fat Thousand Island	1 c Carrot & Raisin Salad				
	1/2 c Carrots	1/2 c Cole Slaw								
	1 sl Whole Wheat Bread	1 sl Whole Wheat Bread	1 sl Whole Wheat Bread	1 sl Whole Wheat Bread	1 ea Hamburger Bun	1 sl Whole Wheat Bread	2 sl Whole Wheat Bread			
	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine			
	1 ea Apple OR	1 ea Banana OR	1 ea Apple OR	1/2 c Pears OR	1/2 ea Apple Sauce OR	1 ea Banana OR	1 ea Orange OR			
	1 ea Chocolate Chip Cookie	1/2 c Ice Cream	1 pc White Cake	1 pc Chocolate Cake	1 pc Spice Cake	1 pc Applesauce Cake	1 pc White Cake			
	1 c Skim Milk OR	1 c Skim Milk OR	1 c Skim Milk OR	1 c Skim Milk OR	1 c Skim Milk OR	1 c Skim Milk OR	1 c Skim Milk OR	1 c Skim Milk OR		
	1 c Fruit Punch reg OR diet	1 c Grape Drink reg OR diet	1 c Orange Drink reg OR diet	1 c Blue Raspberry Drink reg OR diet	1 c Fruit Punch reg OR diet	1 c Grape Drink reg OR diet	1 c Orange Drink reg OR diet	1 c Orange Drink reg OR diet		
D I N N E R	1/2 c Scrambled Eggs	1 c Scalloped Potato w/Ham (P) OR 1 c Scalloped Potato w/Soy	4 oz Polish Sausage (T) 1 ea Hot Dog Bun #30 Catsup #80 Mustard OR 3/4 c Spinach AuGratin 2 sl Whole Wheat Bread	1 1/4 c Turkey Stir Fry OR 1 1/4 c Vegetable Stir Fry w/Beans	3 oz Frank (T/C) #30 Catsup OR 3 oz BBQ Soy	3 oz Turkey Ham (T) OR 6 oz Oat Burger w/ #30 Italian Sauce	1 sl Cheese Pizza OR 1 sl Cheese Pizza w/White Sauce			
	#80 Jelly: Regular OR Diet									
	1/2 c Hash Browns	1/2 c Collard Greens		1 c Brown Rice						
	#30 Catsup			1 c Tossed Salad						
	1 c Tossed Salad			#30 Low Fat House Dressing						
	#30 Low Fat Ranch Dressing									
	2 sl Whole Wheat Toast	1 pc Cornbread	#100 Whipped Margarine	1 sl Whole Wheat Bread	1 ea Hot Dog Bun	1 sl Whole Wheat Bread	1/2 c French Fries #30 Catsup 1/2 c Corn 1 c Tossed Salad #30 Low Fat Ranch Dressing			
	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine				
	1 ea Orange OR	1 ea Orange OR	1 ea Orange OR	1 ea Apple OR	1 ea Orange OR	1 ea Apple OR	1 ea Apple OR			
1/2 c Jelly	1 ea Sugar Cookie	1/2 c Bread Pudding	1 ea Popcorn	1 ea Oatmeal Cookie	1 ea Chocolate Oatle	1 pc Chocolate Oatle				
1 c Skim Milk OR	1 c Skim Milk OR	1 c Skim Milk OR	1 c Skim Milk OR	1 c Skim Milk OR	1 c Skim Milk OR	1 c Skim Milk OR				
1 c Orange Drink reg OR diet	1 c Blue Raspberry Drink reg OR diet	1 c Fruit Punch reg OR diet	1 c Grape Drink reg OR diet	1 c Orange Drink reg OR diet	1 c Blue Raspberry Drink reg OR diet	1 c Fruit Punch reg OR diet				
FOOD SERVICE DIRECTOR:				WARDEN/DESIGNEE:						



Attachment D – Statewide Standard Menu

MICHIGAN DEPARTMENT OF CORRECTIONS - Womens								Week 2
Facility Name Here								For the Week of : 1/15/2012
Womens 5/21/12								
A non-meat protein substitute will be offered for lunch and dinner meals.								
All meat weights are before cooking. Beverage is sweetened or unsweetened.								
MENU SUBJECT TO CHANGE WITHOUT NOTICE								
Prisoners shall request the menu items to be placed on their tray								
(P) - Pork Item								
(V) - Vegetarian								
(B/T) - Beef & Turkey Item								
(B/C) - Beef & Chicken Item								
(T) - Turkey Item								
	1/15 SUNDAY	1/16 MONDAY	1/17 TUESDAY	1/18 WEDNESDAY	1/19 THURSDAY	1/20 FRIDAY	1/21 SATURDAY	
B R E A K F A S T	1 c Raisin	1 c Grits OR 1 c High Fiber Cereal	1 c Oatmeal	1 c Raisin OR 1 c High Fiber Cereal	1 c Grits	1 c Oatmeal OR 1 c High Fiber Cereal	1 c Raisin	
	1 sl Whole Wheat Toast w/ #60 Jelly; Regular OR Diet OR	1 sl Whole Wheat Toast #60 Jelly; Regular OR Diet	1 sl Whole Wheat Toast w/ #60 Jelly; Regular OR Diet OR	1 sl Whole Wheat Toast #60 Jelly; Regular OR Diet	1 sl Whole Wheat Toast w/ #60 Jelly; Regular OR Diet OR	1 sl Whole Wheat Toast #60 Jelly; Regular OR Diet	1 sl Whole Wheat Toast OR	
	1 pc High Fiber Bran Cake		1 pc Glazed Coffee Cake		1 pc Glazed Coffee Cake		1 pc Glazed Coffee Cake #30 Peanut Butter	
#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	
2 pks Sugar OR 1 pk Sugar Sub	2 pks Sugar OR 1 pk Sugar Sub	2 pks Sugar OR 1 pk Sugar Sub	2 pks Sugar OR 1 pk Sugar Sub	2 pks Sugar OR 1 pk Sugar Sub	2 pks Sugar OR 1 pk Sugar Sub	2 pks Sugar OR 1 pk Sugar Sub	2 pks Sugar OR 1 pk Sugar Sub	
1/2 c Juice: Orange OR Apple	1/2 c Juice: Orange OR Apple	1/2 c Juice: Orange OR Apple	1/2 c Juice: Orange OR Apple	1/2 c Juice: Orange OR Apple	1/2 c Juice: Orange OR Apple	1/2 c Juice: Orange OR Apple	1/2 c Juice: Orange OR Apple	
1 c Skim Milk	1 c Skim Milk	1 c Skim Milk	1 c Skim Milk	1 c Skim Milk	1 c Skim Milk	1 c Skim Milk	1 c Skim Milk	
L U N C H	1 c Beef and Noodle Casserole OR	3 oz Frank (T/C) 1 ea Hot Dog Bun OR	3 oz Sloppy Joe (B.T) OR	1 ea Grilled Cheese Sandwich w/ 1.5 oz (Cheese) 2 sl (Whole Wheat Bread)	3/4 c Meat Sauce (B.T) OR	4 oz Chicken Patty OR	4 oz Baked Fish #60 Tartar Sauce OR	
	1 c Soy and Noodle Casserole	6 oz Black Bean Burger 2 sl Whole Wheat Bread	3 oz Soy Sloppy Joe (Tomato Free)		1/2 c Vegetable Cheese Sauce - (Tomato Free)	6 oz Black Bean Burger	3/4 c Spinach AuGratin	
	1 c Green Beans	1 oz Chut Sauce (V) #60 Mustard #30 Chopped Onions	1/2 c Parsled Potatoes 3 ea Carrot Sticks 3 ea Celery Sticks	1/2 c Oven Browned Potatoes #30 Catsup 1/2 c Green Beans 1 c Toasted Salad #30 Low Fat thousand Island	1/2 c Spaghetti 1/2 c Spinach 1/2 c Coleslaw 1 ea Shredded Cheese	1/2 c Macaroni & Cheese 3/4 c Baked Beans (V) 3 ea Carrot Sticks 1/2 c Cole Slaw	1/2 c Green Beans 1/2 c Oven Browned Potatoes	
	1 pc Cornbread	1/2 c Baked Beans (V)	1 ea Hamburger Bun		1 sl Whole Wheat Bread	1 sl Whole Wheat Bread	1 sl Whole Wheat Bread	
	#100 Whipped Margarine	1/2 c Cakeslaw	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	
	1/2 c Pineapple OR	1 ea Banana OR	1 ea Orange OR	1/2 c Peaches OR	1 ea Orange OR	1/2 c Peaches OR	1 ea Orange OR	
	1 pc Chocolate Cake	1/2 c Jell-O	1 ea Sugar Cookie	1 ea Oatmeal Cookie	1 pc Brownie	1 pc White Cake	1 pc Spice Cake	
	1 c Skim Milk OR	1 c Skim Milk OR	1 c Skim Milk OR	1 c Skim Milk OR	1 c Skim Milk OR	1 c Skim Milk OR	1 c Skim Milk OR	
	1 c Blue Raspberry Drink reg or diet	1 c Fruit Punch reg or diet	1 c Grape Drink reg OR diet	1 c Orange Drink reg OR diet	1 c Blue Raspberry Drink reg OR diet	1 c Fruit Punch reg OR diet	1 c Grape Drink reg OR diet	
	D I N N E R	2 oz Taco Meat (B.T) OR	3 oz BBQ Fork (P) OR	1/2 c Scrambled Eggs	4 oz Meatballs (B.T) OR	1 sl Cheese and Vegetable Pizza OR	1 c Hamburger Cabbage - Casserole (B.T) OR	1 c Cheesy Rotini Casserole w/ Bread Crumb Topping
2 oz Seasoned Soy Crumbles		1 c Bean Salad w/Onion	1 oz Shredded Cheese	6 oz Potompine Bean Balls	1 sl Cheese and Vegetable Pizza w/White Sauce	1 c Soy Cabbage Casserole w/ White Sauce	1/2 c Coliflor Greens 1/2 c Beets	
1 oz Shredded Cheese			1/2 c Hash Browns	1/4 c Brown Gravy (V)	1/2 c French Fries	1/2 c Brown Rice		
1/2 c Corn		1/2 c Mashed Potatoes	1 c Toasted Salad	1 c Rotini Noodles	#30 Catsup	1/2 c Sunshine Salad		
1/2 c Ruffed Beans		1/2 c Coliflor Greens	#30 Low Fat Ranch Dressing	1/2 c Carrots	1 c Toasted Salad			
3/4 c Chopped Lettuce			#60 Jelly; Regular OR Diet		#30 Low Fat House Dressing			
1/4 c Salsa								
2 ea Corn Taco Shells		1 sl Whole Wheat Bread #100 Whipped Margarine	1 sl Whole Wheat Toast #100 Whipped Margarine	1 sl Whole Wheat Bread #100 Whipped Margarine	1 sl Whole Wheat Bread #100 Whipped Margarine	1 sl Whole Wheat Bread #100 Whipped Margarine	1 sl Whole Wheat Bread #100 Whipped Margarine	
1 ea Orange OR		1 ea Orange OR	1 ea Apple OR	1 ea Orange OR	1 ea Apple OR	1 ea Banana OR	1 ea Apple OR	
1 ea Sugar cookie		1 ea Popcicle	1 pc Glazed Coffee Cake	1 ea Chocolate Chip Cookie	1 ea Popcicle	1 ea Sugar Cookie	1 pc White Cake	
1 c Skim Milk OR	1 c Skim Milk OR	1 c Skim Milk OR	1 c Skim Milk OR	1 c Skim Milk OR	1 c Skim Milk OR	1 c Skim Milk OR		
1 c Grape Drink reg or diet	1 c Orange Drink reg or diet	1 c Blue Raspberry Drink reg OR diet	1 c Fruit Punch reg OR diet	1 c Grape Drink reg OR diet	1 c Orange Drink reg OR diet	1 c Blue Raspberry Drink reg OR diet		
FOOD SERVICE DIRECTOR:				WARDEN/DESIGNEE:				



Attachment D – Statewide Standard Menu

MICHIGAN DEPARTMENT OF CORRECTIONS - Womens										
Facility Name Here										
Womens 5/21/12										
A non-meat protein substitute will be offered for lunch and dinner meals. All meat weights are before cooking. Beverage is sweetened or unsweetened.										
Prisoners shall request the menu items to be placed on their tray										
MENU SUBJECT TO CHANGE WITHOUT NOTICE										
(P) - Pork Item (V) - Vegetarian (B/T) - Beef & Turkey Item (B/C) - Beef & Chicken Item (T) - Turkey Item										
	1/22 SUNDAY	1/23 MONDAY	1/24 TUESDAY	1/25 WEDNESDAY	1/26 THURSDAY	1/27 FRIDAY	1/28 SATURDAY	Week 3 For the Week of: 1/22/2012		
B R E A K F A S T	1 c Oatmeal	1 c Raisin OR 1 c High Fiber Cereal	1 c Grits	1 c Oatmeal OR 1 c High Fiber Cereal	1 c Raisin	1 c Grits OR 1 c High Fiber Cereal	1 c Oatmeal			
	1 sl Whole Wheat Toast w/ #60 Jelly: Regular OR Diet OR 1 pc Glazed Coffee Cake	1 sl Whole Wheat Toast #60 Jelly: Regular OR Diet	1 sl Whole Wheat Toast w/ #60 Jelly: Regular OR Diet	1 sl Whole Wheat Toast #30 Peanut Butter	1 sl Whole Wheat Toast w/ #60 Jelly: Regular OR Diet OR 1 pc Glazed Coffee Cake	1 sl Whole Wheat Toast #60 Jelly: Regular OR Diet	2 ea Waffles 1/3 c Syrup OR 2 pks Diet Syrup 2 oz Breakfast Sausage (T)			
	#100 Whipped Margarine 2 pks Sugar OR 1 pk Sugar Sub 1/2 c Juice: Orange OR Apple 1 c Skim Milk	#100 Whipped Margarine 2 pks Sugar OR 1 pk Sugar Sub 1/2 c Juice: Orange OR Apple 1 c Skim Milk	#100 Whipped Margarine 2 pks Sugar OR 1 pk Sugar Sub 1/2 c Juice: Orange OR Apple 1 c Skim Milk	#100 Whipped Margarine 2 pks Sugar OR 1 pk Sugar Sub 1/2 c Juice: Orange OR Apple 1 c Skim Milk	#100 Whipped Margarine 2 pks Sugar OR 1 pk Sugar Sub 1/2 c Juice: Orange OR Apple 1 c Skim Milk	#100 Whipped Margarine 2 pks Sugar OR 1 pk Sugar Sub 1/2 c Juice: Orange OR Apple 1 c Skim Milk	#100 Whipped Margarine 2 pks Sugar OR 1 pk Sugar Sub 1/2 c Juice: Orange OR Apple 1 c Skim Milk	#100 Whipped Margarine 2 pks Sugar OR 1 pk Sugar Sub 1/2 c Juice: Orange OR Apple 1 c Skim Milk		
L U N C H	1/2 c Scrambled Eggs #60 Jelly: Regular OR Diet 1/2 c Hash Browns #30 Catsup 1 c Tossed Salad #30 Low Fat Ranch Dressing	1 c Scalloped Potato w/Ham (P) OR 1 c Scalloped Potato w/Soy 1/2 c Collard Greens	4 oz Polish Sausage (T) 1 ea Hot Dog Bun #30 Catsup #60 Mustard OR 3/4 c Spinach AuGratin 2 sl Whole Wheat Bread 1/2 c Simmered Western Beans 1/2 c Steamed Cabbage	1 1/4 c Turkey Stir Fry OR 1 1/4 c Vegetable Stir Fry w/Beans 1 c Brown Rice 1 c Tossed Salad #30 Low Fat House Dressing	3 oz Frank (T/C) #30 Catsup OR 3 oz BBQ Soy #30 Chopped Onions 1/2 c Cole Slaw 1/2 c Potato Wedges	3 oz Turkey Ham (T) OR 6 oz Oat Burger w/ #30 Italian Sauce 1/2 c Potatoes O'Brien 1/2 c Collard Greens	1 sl Cheese Pizza OR 1 sl Cheese Pizza w/White Sauce 1/2 c French Fries #30 Catsup 1/2 c Corn 1 c Tossed Salad #30 Low Fat Ranch Dressing			
	2 sl Whole Wheat Toast #100 Whipped Margarine 1 ea Orange OR 1 ea Jelly-O 1 c Skim Milk OR 1 c Orange Drink reg OR diet	1 pc Cornbread #100 Whipped Margarine 1 ea Orange OR 1 ea Sugar Cookie 1 c Skim Milk OR 1 c Blue Raspberry Drink reg OR diet	#100 Whipped Margarine 1 ea Orange OR 1 ea Bread Pudding 1 c Skim Milk OR 1 c Fruit Punch reg OR diet	1 sl Whole Wheat Bread #100 Whipped Margarine 1 ea Apple OR 1 ea Popcorn 1 c Skim Milk OR 1 c Grape Drink reg OR diet	1 ea Hot Dog Bun 1 ea Orange OR 1 ea Oatmeal Cookie 1 c Skim Milk OR 1 c Orange Drink reg OR diet	1 sl Whole Wheat Bread #100 Whipped Margarine 1 ea Apple OR 1 pc Chocolate cake 1 c Skim Milk OR 1 c Blue Raspberry Drink reg OR diet				
	1 pc Baked Chicken Leg & Thigh OR 6 oz Soy Loaf	3 oz Hot Turkey (T) OR 6 oz BBQ Bean Patty	1 c Vegetable Poultry Stew OR 1 1/2 c Vegetable Stew w/Soy	3 oz Salisbury Steak (B,T) OR 6 oz Western Bean Burger	4 oz Beef Burger #30 Catsup #60 Mustard OR #30 Peanut Butter #60 Jelly: Regular OR Diet	4 oz Baked Fish #60 Tartar Sauce OR 6 oz Vegetable Bean Patty				
1/4 c Chicken Gravy (V) 1/2 c Garlic Mashed Potatoes 1/2 c Carrots	1/4 c Chicken Gravy (V) 1 c Vegetarian Bean Soup 1/2 c Mashed Potatoes 1/2 c Cole Slaw	1/2 c Brown Rice 1/2 c Beans	1/4 c Brown Gravy (V) 1/2 c Mashed Potatoes 1 c Tossed Salad #30 Low Fat thousand Island	1/2 c Oven Browned Potatoes 1/2 c Green Beans	1/2 c Brown Rice Pilaf 1 c Carrot & Raisin Salad					
1 sl Whole Wheat Bread #100 Whipped Margarine 1 ea Apple OR 1 ea Chocolate Chip Cookie 1 c Skim Milk OR 1 c Fruit Punch reg OR diet	1 sl Whole Wheat Bread #100 Whipped Margarine 1 ea Bananas OR 1 ea Ice Cream 1 c Skim Milk OR 1 c Grape Drink reg OR diet	1 sl Whole Wheat Bread #100 Whipped Margarine 1 ea Applesauce OR 1 pc White Cake 1 c Skim Milk OR 1 c Orange Drink reg OR diet	1 sl Whole Wheat Bread #100 Whipped Margarine 1 ea Apple OR 1 pc White Cake 1 c Skim Milk OR 1 c Blue Raspberry Drink reg OR diet	1 ea Hamburger Bun #100 Whipped Margarine 1/2 c Apple Sauce OR 1 pc Spice Cake 1 c Skim Milk OR 1 c Fruit Punch reg OR diet	1 sl Whole Wheat Bread #100 Whipped Margarine 1 ea Applesauce OR 1 pc White Cake 1 c Skim Milk OR 1 c Grape Drink reg OR diet					
FOOD SERVICE DIRECTOR:				WARDEN/DESIGNEE:						



Attachment D – Statewide Standard Menu

MICHIGAN DEPARTMENT OF CORRECTIONS - Womens								Week 4	
Facility Name Here								For the Week of	
Womens 5/21/12								1/28/2012	
A non-meat protein substitute will be offered for lunch and dinner meals. All meat weights are before cooking. Beverage is sweetened or unsweetened.									
MENU SUBJECT TO CHANGE WITHOUT NOTICE									
								(P) - Pork Item (V) - Vegetarian	
								(B/T) - Beef & Turkey Item (B/C) - Beef & Chicken Item (T) - Turkey Item	
	1/29 SUNDAY	1/30 MONDAY	1/31 TUESDAY	2/1 WEDNESDAY	2/2 THURSDAY	2/3 FRIDAY	2/4 SATURDAY		
B R E A K F A S T	1 c Raisin 1 sl Whole Wheat Toast w/ Jelly: Regular OR Diet OR 1 pc High Fiber Bran Cake #100 Whipped Margarine 2 pks Sugar OR 1 pk Sugar Sub 1/2 c Juice: Orange OR Apple 1 c Skim Milk	1 c Grits OR 1 c High Fiber Cereal 1 sl Whole Wheat Toast #60 Jelly: Regular OR Diet OR 1 pc Glazed Coffee Cake #100 Whipped Margarine 2 pks Sugar OR 1 pk Sugar Sub 1/2 c Juice: Orange OR Apple 1 c Skim Milk	1 c Oatmeal 1 sl Whole Wheat Toast w/ Jelly: Regular OR Diet OR 1 pc Glazed Coffee Cake #100 Whipped Margarine 2 pks Sugar OR 1 pk Sugar Sub 1/2 c Juice: Orange OR Apple 1 c Skim Milk	1 c Raisin OR 1 c High Fiber Cereal 1 sl Whole Wheat Toast #60 Jelly: Regular OR Diet OR 1 pc Glazed Coffee Cake #100 Whipped Margarine 2 pks Sugar OR 1 pk Sugar Sub 1/2 c Juice: Orange OR Apple 1 c Skim Milk	1 c Grits 1 c Oatmeal OR 1 c High Fiber Cereal 1 sl Whole Wheat Toast #60 Jelly: Regular OR Diet OR 1 pc Glazed Coffee Cake #100 Whipped Margarine 2 pks Sugar OR 1 pk Sugar Sub 1/2 c Juice: Orange OR Apple 1 c Skim Milk	1 c Oatmeal OR 1 c High Fiber Cereal 1 sl Whole Wheat Toast #60 Jelly: Regular OR Diet OR 1 pc Glazed Coffee Cake #100 Whipped Margarine 2 pks Sugar OR 1 pk Sugar Sub 1/2 c Juice: Orange OR Apple 1 c Skim Milk	1 c Raisin 1 sl Whole Wheat Toast OR #30 Peanut Butter #100 Whipped Margarine 2 pks Sugar OR 1 pk Sugar Sub 1/2 c Juice: Orange OR Apple 1 c Skim Milk		
	L U N C H	2 oz Taco Meat (B,T) OR 2 oz Seasoned Soy Crumbles 1 oz Shredded Cheese 1/2 c Corn 1/2 c Refried Beans 3/4 c Chopped Lettuce 1/4 c Salsa 2 ea Corn Taco Shells 1 ea Orange OR 1 ea Sugar cookie 1 c Skim Milk OR 1 c Grape Drink reg OR diet	3 oz BBQ Pork (P) OR 1 c Bean Salad w/Onion 1/2 c Mashed Potatoes 1/2 c Collard Greens 1 sl Whole Wheat Bread #100 Whipped Margarine 1 ea Orange OR 1 ea Popovicle 1 c Skim Milk OR 1 c Orange Drink reg OR diet	1/2 c Scrambled Eggs 1 oz Shredded Cheese 1/2 c Hash Browns 1 c Tossed Salad #30 Low Fat Ranch Dressing #60 Jelly: Regular OR Diet 1 sl Whole Wheat Toast #100 Whipped Margarine 1 ea Apple OR 1 pc Glazed Coffee Cake 1 c Skim Milk OR 1 c Blue Raspberry Drink reg OR diet	4 oz Meatballs (B,T) OR 6 oz Porcupine Bean Balls 1/4 c Brown Gravy (V) 1/2 c Rotini Noodles 1/2 c Carrots 1 sl Whole Wheat Bread #100 Whipped Margarine 1 ea Orange OR 1 ea Chocolate Chip Cookie 1 c Skim Milk OR 1 c Fruit Punch reg OR diet	1 sl Cheese and Vegetable Pizza OR 1 sl Cheese and Vegetable Pizza w/ White Sauce 1/2 c French Fries #30 Cabbage 1 c Tossed Salad #30 Low Fat House Dressing 1 sl Whole Wheat Bread #100 Whipped Margarine 1 ea Banana OR 1 ea Sugar Cookie 1 c Skim Milk OR 1 c Grape Drink reg OR diet	1 c Hamburger Cabbage-Casserole (B,T) OR 1 c Soy Cabbage Casserole w/ White Sauce 1/2 c Brown Rice 1/2 c Sunshine Salad 1 sl Whole Wheat Bread #100 Whipped Margarine 1 ea Banana OR 1 ea Sugar Cookie 1 c Skim Milk OR 1 c Orange Drink reg OR diet	1 c Cheesy Rotini Casserole w/ Bread Crumb Topping 1/2 c Collard Greens 1/2 c Beets 1 pc Corn Bread #100 Whipped Margarine 1 ea Apple OR 1 pc White Cake 1 c Skim Milk OR 1 c Blue Raspberry Drink reg OR diet	
		D I N N E R	1 c Beef and Noodle Casserole OR 1 c Soy and Noodle Casserole 1 c Green Beans 1 pc Cornbread #100 Whipped Margarine 1/2 c Pineapple OR 1 pc Chocolate Cake 1 c Skim Milk OR 1 c Blue Raspberry Drink reg OR diet	3 oz Frank (T/C) 1 ea Hot Dog Bun OR 6 oz Black Bean Burger 2 sl Whole Wheat Bread 1 oz Chill Sauce (V) #60 Mustard #30 Chopped Onions 1/2 c Baked Beans (V) 1/2 c Colelaw 1 ea Banana OR 1/2 c Jell-O 1 c Skim Milk OR 1 c Fruit Punch reg OR diet	3 oz Sloppy Joe (B,T) OR 3 oz Soy Sloppy Joe (Tomato Free) 1/2 c Parried Potatoes 3 ea Celery Sticks 3 ea Celery Sticks 1 ea Hamburger Bun #100 Whipped Margarine 1 ea Orange OR 1 ea Sugar Cookie 1 c Skim Milk OR 1 c Grape Drink reg OR diet	1 ea Grilled Cheese Sandwich w/ 1.5 oz (Choose) (Whole Wheat Bread) 1/2 c Oven Brownd Potatoes #30 Cabbage 1/2 c Green Beans 1 c Tossed Salad #30 Low Fat Thousand Island #100 Whipped Margarine 1/2 c Peachae OR 1/2 c Oatmeal Cookie 1 c Skim Milk OR 1 c Orange Drink reg OR diet	3/4 c Meat Sauce (B,T) OR 1/2 c Vegetable Cheese Sauce - (Tomato Free) 1/2 c Spaghetti 1/2 c Spinach 1/2 c Colelaw 1 oz Shredded Cheese 1 sl Whole Wheat Bread #100 Whipped Margarine 1 ea Orange OR 1 pc Brownie 1 c Skim Milk OR 1 c Blue Raspberry Drink reg OR diet	4 oz Chicken Patty OR 8 oz Black Bean Burger 1/2 c Macaroni & Cheese 3/4 c Baked Beans (V) 3 ea Carrot Sticks 1/2 c Cole Stew 1 sl Whole Wheat Bread #100 Whipped Margarine 1/2 c Peachae OR 1 pc White Cake 1 c Skim Milk OR 1 c Fruit Punch reg OR diet	4 oz Baked Fish #60 Terria Sauce OR 3/4 c Spinach AuGratin 1/2 c Green Beans 1/2 c Oven Brownd Potatoes 1 sl Whole Wheat Bread #100 Whipped Margarine 1 ea Orange OR 1 pc Spice Cake 1 c Skim Milk OR 1 c Grape Drink reg OR diet
			FOOD SERVICE DIRECTOR:				WARDENDESIGNEE:		



Attachment E – Dietary Reference Intake Values

Dietary Reference Intakes (DRIs): Estimated Average Requirements
Food and Nutrition Board, Institute of Medicine, National Academies

Life Stage Group	Calcium (mg/d)	ChD (µg/d)	Folate (µg/d)	VitA (µg/d)	VitC (mg/d)	VitD (µg/d)	VitE (mg/d)	Thiamin (mg/d)	Riboflavin (mg/d)	Niacin (mg/d)	VitB ₆ (mg/d)	PanB (µg/d)	VitB ₁₂ (µg/d)	Copper (mg/d)	Iodine (µg/d)	Iron (mg/d)	Magnesium (mg/d)	Phosphorus (mg/d)	Potassium (mg/d)	Sodium (mg/d)	Zinc (mg/d)	
Infants																						
0-6 mo																						
7-12 mo			1.0												4.0							1.0
Children																						
1-3 y	500	170	1.57	310	37	30	5	0.4	0.4	6	0.4	120	0.7	140	60	10	85	13	100	11	2.5	
4-6 y	800	190	1.76	375	22	19	8	0.5	0.5	7	0.5	160	1.0	140	60	11	110	17	100	11	4.0	
Adolescents																						
9-13 y	1,300	150	0.76	445	39	10	9	0.7	0.6	9	1.0	240	1.1	140	75	10	150	26	1,000	10	7.0	
14-18 y	1,300	130	0.73	490	31	10	12	0.6	1.1	10	1.1	170	1.6	140	60	10	140	26	1,000	10	10	
19-30 y	800	130	0.66	425	21	10	12	0.7	1.7	12	1.1	100	2.0	700	20	6	100	34	1,000	10	7.0	
31-50 y	800	130	0.66	425	21	10	12	0.7	1.7	12	1.1	100	2.0	700	20	6	100	34	1,000	10	7.0	
51-70 y	800	130	0.66	425	21	10	12	0.7	1.7	12	1.4	100	2.0	700	20	6	100	34	1,000	10	7.0	
>70 y	1,000	130	0.66	425	21	10	12	0.7	1.7	12	1.4	100	2.0	700	20	6	100	34	1,000	10	7.0	
Adults																						
9-13 y	1,300	130	0.79	420	39	10	9	0.7	0.6	9	1.0	100	1.5	140	75	10	100	26	1,000	10	7.0	
14-18 y	1,300	130	0.73	425	39	10	12	0.9	0.9	10	1.0	110	2.0	140	60	10	100	26	1,000	10	7.0	
19-30 y	800	130	0.66	380	30	10	12	0.9	0.9	10	1.1	100	2.0	700	20	6	100	34	1,000	10	7.0	
31-50 y	800	130	0.66	380	29	10	12	0.8	0.9	10	1.1	100	2.0	700	20	6	100	34	1,000	10	7.0	
51-70 y	1,000	130	0.66	380	29	10	12	0.8	0.9	10	1.1	100	2.0	700	20	6	100	34	1,000	10	7.0	
>70 y	1,000	130	0.66	380	29	10	12	0.8	0.9	10	1.1	100	2.0	700	20	6	100	34	1,000	10	7.0	
Pregnancy																						
14-18 y	1,300	175	0.28	520	56	10	12	1.2	1.0	10	1.8	500	2.2	140	100	10	100	40	1,000	10	10.0	
19-30 y	1,300	150	0.28	520	70	10	12	1.2	1.0	10	1.8	500	2.1	140	100	11	100	40	1,000	10	10.0	
31-50 y	800	150	0.28	520	70	10	12	1.2	1.0	10	1.8	500	2.1	140	100	11	100	40	1,000	10	10.0	
Lactation																						
14-18 y	1,300	160	1.05	685	86	10	15	1.2	1.3	15	1.7	400	2.4	140	100	7	100	50	1,000	10	10.0	
19-30 y	800	160	1.05	685	100	10	15	1.2	1.3	15	1.7	400	2.4	1,000	200	6.5	245	50	1,000	10	10.0	
31-50 y	800	160	1.05	685	100	10	15	1.2	1.3	15	1.7	400	2.4	1,000	200	6.5	245	50	1,000	10	10.0	

NOTE: An Estimated Average Requirement (EAR) is the average daily nutrient intake level estimated to meet the requirements of half of the healthy individuals in a group. EARs have not been established for Vitamin K, pantoic acid, biotin, choline, chromium, cobalt, manganese, or other nutrients not yet included via the DRIs process.

*As retinol activity equivalent (RAE), 1 RAE = 1 µg retinol, 10 µg β-carotene, 14 µg α-carotene, or 24 µg β-cryptoxanthin. The RAE for dietary provitamin A carotenoids is two-fold greater than retinol equivalent (RE), whereas the RAE for preformed vitamin A is the same as RE.

*As α-tocopherol, α-tocopherol includes RRR-α-tocopherol, the only form of α-tocopherol that occurs naturally in foods, and the 13 stereoisomeric forms of α-tocopherol (RRR-, RRR-, RRR-, and RRR-α-tocopherol) that occur in fortified foods and supplements. It does not include the 10 stereoisomeric forms of α-tocopherol (RRR-, RRR-, RRR-, and RRR-α-tocopherol) also found in fortified foods and supplements.

*As choline equivalent (CE), 1 mg of choline = 10 mg of choline.

*As dietary folate equivalents (DFE), 1 DFE = 1 µg food folate = 0.5 µg of folate and from fortified food or as a supplement contained with food = 0.5 µg of a synthetic folate as an empty stomach.

FOOTNOTES: Dietary Reference Intakes for Calcium, Phosphorus, Magnesium, Potassium, and Chloride (1997); Dietary Reference Intakes for Thiamin, Riboflavin, Niacin, Vitamin B₆, Folate, Vitamin B₁₂, Pantoic Acid, Biotin, and Choline (1998); Dietary Reference Intakes for Vitamin C, Vitamin E, Selenium, and Carotenoids (1999); Dietary Reference Intakes for Vitamin A, Vitamin K, Iron, Zinc, Copper, Manganese, Magnesium, Molybdenum, Nickel, Silicon, Vanadium, and Zinc (2001); Dietary Reference Intakes for Energy, Carbohydrate, Fiber, Fat, Fatty Acids, Cholesterol, Protein, and Amino Acids (2002/2003); and Dietary Reference Intakes for Calcium and Vitamin D (2011). These reports may be accessed via www.nap.edu.



Attachment E – Dietary Reference Intake Values (cont.)

Dietary Reference Intakes (DRIs): Recommended Dietary Allowances and Adequate Intakes, Vitamins
Food and Nutrition Board, Institute of Medicine, National Academies

Life Stage Group	Vitamin A (µg RAE) ¹	Vitamin C (mg) ²	Vitamin D (IU) ³	Vitamin E (mg α-TE) ⁴	Vitamin K (µg) ⁵	Thiamin (mg) ⁶	Riboflavin (mg) ⁶	Niacin (mg NE) ⁶	Vitamin B ₆ (µg) ⁶	Folate (µg DFE) ⁷	Vitamin B ₁₂ (µg) ⁸	Pantoic Acid (mg) ⁹	Biotin (µg) ¹⁰	Choline (mg AI) ¹¹
Infants														
0 to 6 mo	400*	40*	10	4*	2.0*	0.2*	0.2*	1*	0.1*	65*	0.4*	1.7*	5*	125*
6 to 12 mo	500*	50*	10	5*	2.5*	0.3*	0.3*	1*	0.3*	80*	0.5*	1.8*	6*	150*
Children														
1–3 y	500	25	10	6	30*	0.5	0.5	6	0.7	150	0.9	2*	8*	200*
4–6 y	600	25	10	7	35*	0.6	0.6	6	0.8	180	1.1	3*	12*	250*
Men														
9–13 y	600	45	15	11	50*	0.9	0.9	12	1.0	300	1.0	4*	20*	375*
14–18 y	900	75	15	15	75*	1.2	1.2	15	1.3	400	1.4	5*	25*	550*
19–30 y	900	90	15	15	100*	1.2	1.3	15	1.5	400	1.4	7*	30*	550*
31–50 y	900	90	15	15	120*	1.2	1.3	15	1.5	400	1.4	7*	30*	550*
51–70 y	900	90	15	15	120*	1.2	1.3	15	1.7	400	1.4*	7*	30*	550*
> 70 y	900	90	20	15	120*	1.2	1.3	15	1.7	400	1.4*	7*	30*	550*
Women														
9–13 y	600	45	15	11	50*	0.9	0.9	12	1.0	300	1.0	4*	20*	375*
14–18 y	700	65	15	15	75*	1.0	1.0	14	1.2	400	1.4	5*	25*	400*
19–30 y	700	75	15	15	90*	1.1	1.1	14	1.3	400	1.4	5*	30*	425*
31–50 y	700	75	15	15	90*	1.1	1.1	14	1.5	400	1.4	5*	30*	425*
51–70 y	700	75	15	15	90*	1.1	1.1	14	1.5	400	1.4*	5*	30*	425*
> 70 y	700	75	20	15	90*	1.1	1.1	14	1.5	400	1.4*	5*	30*	425*
Pregnancy														
14–18 y	750	90	15	15	75*	1.4	1.4	15	1.9	600	1.6	6*	30*	450*
19–30 y	770	95	15	15	90*	1.4	1.4	15	1.9	600	1.6	6*	30*	450*
31–50 y	770	95	15	15	90*	1.4	1.4	15	1.9	600	1.6	6*	30*	450*
Lactation														
14–18 y	1,200	115	15	15	75*	1.4	1.5	17	2.0	500	1.9	7*	35*	550*
19–30 y	1,300	120	15	15	90*	1.4	1.5	17	2.0	500	1.9	7*	35*	550*
31–50 y	1,300	120	15	15	90*	1.4	1.5	17	2.0	500	1.9	7*	35*	550*

NOTE: This table (taken from the DRI reports, see www.nap.edu) presents Recommended Dietary Allowances (RDAs) in bold type and Adequate Intakes (AIs) in ordinary type followed by an asterisk (*). An RDA is the average daily dietary intake level sufficient to meet the nutrient requirements of nearly all (97–98 percent) healthy individuals in a group. It is calculated from an Estimated Average Requirement (EAR). If sufficient scientific evidence is not available to establish an EAR, and thus calculate an RDA, an AI is usually developed. For healthy breast-feeding infants, an AI is the mean intake. The AI for older life stages and gender groups is believed to cover the needs of all healthy individuals in the groups, but lack of data or uncertainty in the data prevent being able to specify with confidence the percentage of individuals covered by this intake.

¹As retinol activity equivalents (RAEs). 1 RAE = 1 µg retinol, 12 µg β-carotene, 24 µg α-carotene, or 24 µg β-cryptoxanthin. The RAE for dietary provitamin A carotenoids is two-fold greater than retinol equivalents (RE), whereas the RAE for preformed vitamin A is the same as RE.

²As cholecalciferol. 1 µg (cholecalciferol) = 40 IU vitamin D.

³Under the assumption of minimal sunlight.

⁴As α-tocopherol. α-Tocopherol includes RRR-α-tocopherol, the only form of α-tocopherol that occurs naturally in foods, and the 2R-stereoisomeric forms of α-tocopherol (RRR-, RRR-, RRR-, and RRR-α-tocopherol) that occur in fortified foods and supplements. It does not include the 2S-stereoisomeric forms of α-tocopherol (SRR-, SRR-, SRR-, and SRR-α-tocopherol), also found in fortified foods and supplements.

⁵As niacin equivalents (NE). 1 mg of niacin = 60 mg of tryptophan. 0–6 months = preformed niacin (µg DFE).

⁶As dietary folate equivalents (DFE). 1 DFE = 1 µg food folate = 0.5 µg of folic acid from fortified food or as a supplement taken with food = 0.5 µg of a supplement taken on an empty stomach.

⁷Although AIs have been set for choline, there are few data to assess whether a dietary supply of choline is needed at all stages of the life cycle, and it may be that the choline requirement can be met by endogenous synthesis in most of these groups.

⁸Because 10 to 30 percent of older people may malabsorb food-bound B₁₂, it is advisable for these older than 50 years to meet their RDA mainly by consuming foods fortified with B₁₂ or a supplement containing B₁₂.

⁹In view of evidence linking biotin intake with weight loss efforts in the fetus, it is recommended that all women capable of becoming pregnant consume 400 µg from supplements or fortified foods in addition to intake of food biotin from a varied diet.

¹⁰It is assumed that women will consume 400 µg from supplements or fortified food with their pregnancy is confirmed and they enter prenatal care, which commonly occurs shortly after the end of the postmenstrual period—the critical time for formation of the neural tube.

SOURCES: Dietary Reference Intakes for Calcium, Phosphorus, Magnesium, Vitamin D, and Fluoride (1997); Dietary Reference Intakes for Thiamin, Riboflavin, Niacin, Vitamin B₆, Folate, Vitamin B₁₂, Pantoic Acid, Biotin, and Choline (1998); Dietary Reference Intakes for Vitamin C, Vitamin E, Selenium, and Carotenoids (2000); Dietary Reference Intakes for Vitamin A, Fluoride, Zinc, Iodine, Boron, Chromium, Copper, Iron, Zinc, Manganese, Molybdenum, Nickel, Silicon, Vanadium, and Zinc (2001); Dietary Reference Intakes for Water, Potassium, Sodium, Chloride, and Sulfate (2003); and Dietary Reference Intakes for Calcium and Vitamin D (2011). These reports may be accessed via www.nap.edu.



Attachment E – Dietary Reference Intake Values (cont.)

Dietary Reference Intakes (DRIs): Recommended Dietary Allowances and Adequate Intakes, Elements
Food and Nutrition Board, Institute of Medicine, National Academies

Life Stage Group	Calcium (mg/d)	Chromium (µg/d)	Copper (mg/d)	Fluoride (mg/d)	Iodine (µg/d)	Iron (mg/d)	Magnesium (mg/d)	Manganese (mg/d)	Nickel (µg/d)	Phosphorus (mg/d)	Selenium (µg/d)	Zinc (mg/d)	Potassium (mg/d)	Sodium (mg/d)	Cobalt (µg/d)
Infants															
0-6 mo	200*	0.2*	100*	0.01*	100*	0.1**	30*	0.005*	3*	100*	10*	3*	0.4*	0.12*	0.001*
6-12 mo	240*	0.3*	120*	0.02*	130*	0.1**	35*	0.006*	3*	125*	10*	3*	0.4*	0.13*	0.001*
Children															
1-3 y	700	1*	240	0.7*	90	5	80	1.0*	15	460	20	7	1.0*	1.0*	1.0*
4-8 y	1,000	1.5*	340	1*	90	10	120	1.3*	22	500	30	8	1.3*	1.2*	1.0*
Adolescents															
9-13 y	1,300	2*	500	2*	110	8	240	1.5*	24	1,250	40	9	4.5*	1.5*	1.0*
14-18 y	1,300	2.5*	500	2*	150	11	310	2.2*	40	1,250	55	11	4.7*	1.5*	1.0*
19-24 y	1,000	3*	500	2*	150	8	380	2.3*	45	700	55	11	4.7*	1.5*	1.0*
25-30 y	1,000	3*	500	2*	150	8	410	2.3*	45	700	55	11	4.7*	1.5*	1.0*
31-50 y	1,000	3*	500	2*	150	8	410	2.3*	45	700	55	11	4.7*	1.5*	1.0*
51-70 y	1,000	3*	500	2*	150	8	410	2.3*	45	700	55	11	4.7*	1.5*	1.0*
71-90 y	1,000	3*	500	2*	150	8	410	2.3*	45	700	55	11	4.7*	1.5*	1.0*
Young Adults															
9-13 y	1,300	2*	500	2*	150	8	340	1.5*	24	1,150	40	9	4.5*	1.5*	1.0*
14-18 y	1,300	2.5*	500	2*	150	10	350	1.7*	22	1,150	55	9	4.7*	1.5*	1.0*
19-24 y	1,000	3*	500	2*	150	10	350	1.7*	22	700	55	9	4.7*	1.5*	1.0*
25-30 y	1,000	3*	500	2*	150	10	370	1.7*	22	700	55	9	4.7*	1.5*	1.0*
31-50 y	1,000	3*	500	2*	150	8	370	1.7*	22	700	55	9	4.7*	1.5*	1.0*
51-70 y	1,000	3*	500	2*	150	8	370	1.7*	22	700	55	9	4.7*	1.5*	1.0*
71-90 y	1,000	3*	500	2*	150	8	370	1.7*	22	700	55	9	4.7*	1.5*	1.0*
Adults															
19-30 y	1,000	3*	1,000	2*	200	10	400	2.0*	30	1,250	60	10	4.7*	1.5*	1.0*
31-50 y	1,000	3*	1,000	2*	200	10	340	2.0*	30	700	60	10	4.7*	1.5*	1.0*
51-70 y	1,000	3*	1,000	2*	210	10	340	2.0*	30	700	60	10	4.7*	1.5*	1.0*
71-90 y	1,000	3*	1,000	2*	200	10	320	2.0*	30	700	70	10	4.7*	1.5*	1.0*
91-100 y	1,000	3*	1,000	2*	200	10	320	2.0*	30	700	70	10	4.7*	1.5*	1.0*

NOTE: This table is derived from the DRIs reports, the most up-to-date version Recommended Dietary Allowances (RDAs) bold type and Adequate Intake (AI) in ordinary type followed by an asterisk (*) or RDA or the corresponding Adequate Intake (AI) in bold type. The term "recommended" is used for all 1970-74 surveys. Values in ordinary type are based on the Recommended Dietary Allowances (RDAs). If sufficient scientific evidence is not available to establish an RDA, and some evidence on which an AI can be reasonably developed, the healthy reference intake, or AI, is the recommended intake. The AI for older life stage and gender groups is believed to cover the needs of 90 healthy individuals in the groups, but lack of data or uncertainty in the data prevent being able to specify with confidence the percentage of individuals covered by this intake.

SOURCE: *Dietary Reference Intakes for Calcium, Phosphorus, Magnesium, Fluoride, and Iodine* (1997); *Dietary Reference Intakes for Vitamin A, Vitamin E, Vitamin K, Thiamin, Riboflavin, B₆, Folate, Pantoic Acid, Biotin, and Choline* (1998); *Dietary Reference Intakes for Vitamin C, Vitamin K, Selenium, and Carotenoids* (2000); and *Dietary Reference Intakes for Vitamin D, Thiamin, Riboflavin, Biotin, Copper, Iodine, Iron, Manganese, Nickel, Silicon, Vanadium, and Zinc* (2001); *Dietary Reference Intakes for Water, Potassium, Sodium, Chloride, and Sulfate* (2005); and *Dietary Reference Intakes for Calcium and Fluoride* (2011). These reports may be accessed at www.nationalacademies.org.



Attachment E – Dietary Reference Intake Values (cont.)

Dietary Reference Intakes (DRIs): Recommended Dietary Allowances and Adequate Intakes, Total Water and Micronutrients

Food and Nutrition Board, Institute of Medicine, National Academies

Life Stage Group	Total Water* (L/d)	Carbohydrate (g/d)	Total Fiber (g/d)	Fat (g/d)	Monounsatur. Acid (g/d)	n-3:omega-6 Acid (g/d)	Protein† (g/d)
Infants							
0 to 6 mo	0.7*	60*	ND	31*	4.4*	0.5*	9.1*
6 to 12 mo	0.8*	95*	ND	30*	4.6*	0.5*	11.0
Children							
1–3 y	1.3*	130	19*	ND	7*	0.7*	13
4–6 y	1.7*	130	27*	ND	10*	0.9*	19
Adolescents							
9–13 y	2.4*	130	31*	ND	12*	1.2*	34
14–18 y	3.0*	130	38*	ND	16*	1.5*	51
19–30 y	3.7*	130	38*	ND	17*	1.6*	56
31–50 y	3.7*	130	38*	ND	17*	1.6*	56
51–70 y	3.7*	130	30*	ND	14*	1.6*	56
> 70 y	3.7*	130	30*	ND	14*	1.6*	56
Adults							
9–13 y	2.1*	130	26*	ND	10*	1.0*	34
14–18 y	2.3*	130	26*	ND	11*	1.1*	46
19–30 y	2.7*	130	25*	ND	12*	1.1*	46
31–50 y	2.7*	130	25*	ND	12*	1.1*	46
51–70 y	2.7*	130	21*	ND	11*	1.1*	46
> 70 y	2.7*	130	21*	ND	11*	1.1*	46
Pregnancy							
1–18 y	3.0*	175	28*	ND	13*	1.4*	71
19–30 y	3.0*	175	28*	ND	13*	1.4*	71
31–50 y	3.0*	175	28*	ND	13*	1.4*	71
Lactation							
1–18 y	3.5*	210	29*	ND	13*	1.5*	71
19–30 y	3.5*	210	29*	ND	13*	1.5*	71
31–50 y	3.5*	210	29*	ND	13*	1.5*	71

NOTE: Data taken from the DRI reports. The word "g/d" means grams Recommended Dietary Allowance (RDA) in bold type and Adequate Intake (AI) in regular type followed by an asterisk (*). An RDA is the average daily dietary intake level sufficient to meet the nutrient requirements of nearly all (97–98 percent) healthy individuals in a group. It is calculated from an Estimated Average Requirement (EAR). If sufficient scientific evidence is not available to establish an EAR, and thus calculate an RDA, an AI is usually developed. For healthy, nonpregnant women, an AI is the mean intake. The AI for other life stage and gender groups is believed to cover the needs of all healthy individuals in the groups, but lack of data or uncertainty in the data prevent being able to specify with confidence the percentage of individuals covered by the intake.

* Total water includes all water contained in food, beverages, and drinking water.

† Based on a protein: kcal of body weight for the reference body weight; e.g., for adults 0.8 g/kg body weight for the reference body weight.

ND: Not determined.

SOURCE: Dietary Reference Intakes for Energy, Carbohydrate, Fiber, Fat, Fatty Acids, Cholesterol, Protein, and Amino Acids (2002-2005) and Dietary Reference Intakes for Water, Potassium, Sodium, Chloride, and Sulfate (2005). The report may be accessed via www.nap.edu.



Attachment E – Dietary Reference Intake Values (cont.)

Dietary Reference Intakes (DRIs): Acceptable Macronutrient Distribution Ranges

Food and Nutrition Board, Institute of Medicine, National Academies

Macronutrient	Range (percent of energy)		
	Children, 1-3 y	Children, 4-18 y	Adults
Fat	30-40	25-35	20-35
n-3 polyunsaturated fatty acids* (omega-3 acid)	5-10	5-10	5-10
n-6 polyunsaturated fatty acids (omega-6 acids)	0.5-1.5	0.6-1.2	0.6-1.2
Carbohydrate	45-65	45-65	45-65
Protein	5-20	10-30	10-35

* Approximately 10 percent of the total can come from longer-chain n-3 or n-6 fatty acids.

SOURCE: *Dietary Reference Intakes for Energy, Carbohydrate, Fiber, Fat, Fatty Acids, Cholesterol, Protein, and Amino Acids* (2002/2005). The report may be accessed via www.nap.edu.

Dietary Reference Intakes (DRIs): Acceptable Macronutrient Distribution Ranges

Food and Nutrition Board, Institute of Medicine, National Academies

Macronutrient	Recommendation
Dietary cholesterol	As low as possible while consuming a nutritionally adequate diet
Trans fatty Acids	As low as possible while consuming a nutritionally adequate diet
Saturated fatty acids	As low as possible while consuming a nutritionally adequate diet
Added sugars ¹	Limit to no more than 25 % of total energy

¹Not a recommended intake. A daily intake of added sugars that individuals should aim for to achieve a healthful diet was not set.

SOURCE: *Dietary Reference Intakes for Energy, Carbohydrate, Fiber, Fat, Fatty Acids, Cholesterol, Protein, and Amino Acids* (2002/2005). The report may be accessed via www.nap.edu.



Attachment E – Dietary Reference Intake Values (cont.)

Dietary Reference Intakes (DRIs): Tolerable Upper Intake Levels, Vitamins
Food and Nutrition Board, Institute of Medicine, National Academies

Life Stage Group	Vitamin A (µg RAE) ¹	Vitamin C (mg D) ²	Vitamin D (µg D) ³	Vitamin E (mg α-TE) ⁴	Vitamin K (µg D) ⁵	Thi-amin (µg D) ⁶	Thio-amin (µg D) ⁶	Niacin (mg D) ⁷	Vitamin B-12 (µg D) ⁸	Folate (µg D) ⁹	Vitamin B-6 (µg D) ¹⁰	Pan-thenic Acid (µg D) ¹¹	Bio-tin (µg D) ¹²	Chro-mium (µg D) ¹³	Cobal-tin ¹⁴
Infants															
0 to 4 mo	600	100	10	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
6 to 12 mo	600	100	10	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Children															
1-3 y	600	400	15	100	ND	ND	ND	10	30	300	25	25	ND	10	ND
4-6 y	600	400	15	100	ND	ND	ND	15	30	400	25	25	ND	10	ND
Adults															
9-13 y	1,000	1,200	100	100	ND	ND	ND	20	50	600	50	50	ND	15	ND
14-18 y	1,000	1,200	100	100	ND	ND	ND	20	50	600	50	50	ND	15	ND
19-30 y	1,000	1,200	100	1,000	ND	ND	ND	20	100	1,000	50	50	ND	15	ND
31-50 y	1,000	1,200	100	1,000	ND	ND	ND	20	100	1,000	50	50	ND	15	ND
51-70 y	1,000	1,200	100	1,000	ND	ND	ND	20	100	1,000	50	50	ND	15	ND
71-90 y	1,000	1,200	100	1,000	ND	ND	ND	20	100	1,000	50	50	ND	15	ND
Older Adults															
71-90 y	1,000	1,200	100	1,000	ND	ND	ND	20	100	1,000	50	50	ND	15	ND
Menstruating Women															
14-18 y	1,000	1,200	100	1,000	ND	ND	ND	20	100	1,000	50	50	ND	15	ND
19-30 y	1,000	1,200	100	1,000	ND	ND	ND	20	100	1,000	50	50	ND	15	ND
31-50 y	1,000	1,200	100	1,000	ND	ND	ND	20	100	1,000	50	50	ND	15	ND
51-70 y	1,000	1,200	100	1,000	ND	ND	ND	20	100	1,000	50	50	ND	15	ND
71-90 y	1,000	1,200	100	1,000	ND	ND	ND	20	100	1,000	50	50	ND	15	ND

NOTE: A Tolerable Upper Intake Level (UL) is the highest level of daily nutrient intake that is likely to pose no risk of adverse health effects to almost all individuals in the general population. Values otherwise specified, the UL represents total intake from food, water, and supplements. Due to a lack of scientific data, ULs could not be established for vitamin E, thiamin, riboflavin, vitamin B₆, pantothenic acid, biotin, and choline. In the absence of a UL, some caution may be warranted in consuming levels above recommended intakes. Members of the general population should be advised not to routinely exceed the UL. The UL is not meant to apply to individuals who are treated with the nutrient under medical supervision or to individuals with preexisting conditions that modify their sensitivity to the nutrient.

¹As performed (vitamin A only)
²As α-tocopherol (applies to any form of supplemental α-tocopherol)
³The ULs for vitamin E, niacin, and folate apply to synthetic forms obtained from supplements, fortified foods, or a combination of the two.
⁴Carotene supplements are advised only to serve as a precaution. A source for individuals at risk of vitamin A deficiency.
⁵ND = Not determinable due to lack of data of adverse effects in this age group and concern with regard to lack of ability to handle excess amounts. Source of intake should be from food only to prevent high levels of intake.
 SOURCE: Dietary Reference Intakes for Calcium, Phosphorus, Magnesium, Potassium, and Fiber (2003); Dietary Reference Intakes for Thiamin, Riboflavin, Niacin, Vitamin B₆, Folate, Vitamin B₁₂, Pantothenic Acid, Biotin, and Choline (1998); Dietary Reference Intakes for Vitamin C, Vitamin E, Selenium, and Chromium (2000); Dietary Reference Intakes for Vitamin A, Vitamin K, Manganese, Iron, Copper, Zinc, Iodine, and Molybdenum (2001); Dietary Reference Intakes for Calcium and Vitamin D (2011). These reports may be accessed via www.nap.edu.



Attachment E – Dietary Reference Intake Values (cont.)

Dietary Reference Intakes (DRIs): Tolerable Upper Intake Levels, Elements
 Food and Nutrition Board, Institute of Medicine, National Academies

Life Stage Group	Age (yr)	Sex	Energy (kcal)	Calcium (mg)	Iron (mg)	Phosphorus (mg)	Vitamin A (µg)	Vitamin B ₁₂ (µg)	Vitamin C (mg)	Vitamin E (mg)	Vitamin K (µg)	Thiamin (mg)	Riboflavin (mg)	Niacin (mg)	Pancreatic (mg)	Zinc (mg)	Copper (µg)	Selenium (µg)
Infant	0 to 6 mo	ND	1,200	ND	ND	87	10	40	10	ND	ND	ND	ND	ND	ND	4	ND	ND
Infant	6 to 12 mo	ND	1,000	ND	ND	85	10	40	10	ND	ND	ND	ND	ND	4	ND	ND	
Child	1-3 y	M	1,300	ND	1,000	12	100	40	10	2	100	0.2	3	30	ND	7	1.5	13
Child	4-8 y	M	1,500	ND	1,000	12	100	40	10	3	100	0.2	3	30	ND	7	1.5	13
Male	9-13 y	ND	2,100	ND	1,000	10	600	40	100	5	1,000	1.0	4	400	ND	10	1.0	14
Male	14-18 y	ND	2,600	ND	1,000	10	800	40	100	5	1,700	1.0	4	400	ND	10	1.0	14
Male	19-30 y	ND	2,800	ND	10,000	10	1,100	40	100	11	2,000	1.0	4	400	ND	10	1.0	14
Male	31-50 y	ND	2,800	ND	10,000	10	1,100	40	100	11	2,000	1.0	4	400	ND	10	1.0	14
Male	51-70 y	ND	2,600	ND	10,000	10	1,100	40	100	11	2,000	1.0	4	400	ND	10	1.0	14
Male	> 70 y	ND	2,200	ND	10,000	10	1,100	40	100	11	2,000	1.0	3	400	ND	10	1.0	14
Female	9-13 y	ND	2,100	ND	1,000	10	600	40	100	5	1,000	0.8	4	400	ND	10	1.0	14
Female	14-18 y	ND	2,200	ND	1,000	10	800	40	100	9	1,700	1.0	4	400	ND	10	1.0	14
Female	19-30 y	ND	2,300	ND	10,000	10	1,100	40	100	11	2,000	1.0	4	400	ND	10	1.0	14
Female	31-50 y	ND	2,300	ND	10,000	10	1,100	40	100	11	2,000	1.0	4	400	ND	10	1.0	14
Female	51-70 y	ND	2,200	ND	10,000	10	1,100	40	100	11	2,000	1.0	4	400	ND	10	1.0	14
Female	> 70 y	ND	2,000	ND	10,000	10	1,100	40	100	11	2,000	1.0	3	400	ND	10	1.0	14
Pregnant	14-18 y	ND	2,600	ND	1,000	10	800	40	100	9	1,700	1.0	4	400	ND	10	1.0	14
Pregnant	19-30 y	ND	2,800	ND	10,000	10	1,100	40	100	11	2,000	1.0	4	400	ND	10	1.0	14
Pregnant	31-50 y	ND	2,800	ND	10,000	10	1,100	40	100	11	2,000	1.0	4	400	ND	10	1.0	14
Lactating	14-18 y	ND	2,300	ND	1,000	10	700	40	100	9	1,700	1.0	4	400	ND	10	1.0	14
Lactating	19-30 y	ND	2,500	ND	10,000	10	1,100	40	100	11	2,000	1.0	4	400	ND	10	1.0	14
Lactating	31-50 y	ND	2,500	ND	10,000	10	1,100	40	100	11	2,000	1.0	4	400	ND	10	1.0	14

NOTE: A Tolerable Upper Intake Level (UL) is the highest level of daily nutrient intake that is likely to pose no risk of adverse health effects to almost all individuals in the general population. Values otherwise specified, the UL represents total intake from food, water, and supplements. Due to a lack of suitable data, ULs could not be established for Vitamin B₆, thiamin, riboflavin, vitamin B₁₂, pantoic acid, biotin, and choline. In the absence of UL, some caution may be exercised in consuming levels above recommended intakes. Members of the general population should be advised not to routinely exceed the UL. The UL is less likely to apply to individuals who are treated with the highest doses of medical care or to individuals with predisposing conditions that modify their sensitivity to the nutrient.

*Although the UL was not established for iron, there is no justification for adding iron to food or supplements.

*The ULs for magnesium represent intake from a pharmacological preparation and do not include intake from food and water.

*Although sodium has not been shown to cause adverse effects in humans, data are insufficient for adding sodium to supplements.

*Although vitamin A has not been shown to cause adverse effects in humans, data are insufficient for adding vitamin A to food and medicinal supplements should be used with caution. The UL is based on adverse effects in laboratory animals and the data could be used to set a UL for adults but not children and adolescents.

*ND = Not Determinable due to lack of data on adverse effects in this age group and sex, with regard to lack of ability to handle excess amounts. Sources of intake should be from food only to prevent high levels of intake.

SOURCES: Dietary Reference Intakes for Calcium, Phosphorus, Magnesium, Potassium, and Fluoride (1997); Dietary Reference Intakes for Vitamin A, Vitamin B₆, Vitamin B₁₂, Vitamin E, Pantoic Acid, Biotin, and Choline (1998); Dietary Reference Intakes for Vitamin C, Vitamin E, Selenium, and Carotenoids (2000); Dietary Reference Intakes for Vitamin D, Potassium, Sodium, Chloride, and Sulfur (2001); Dietary Reference Intakes for Calcium and Phosphorus (2001). These reports may be accessed via www.nap.edu.

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Attachment F – MDOC Diet Manual

DIET MANUAL

MICHIGAN DEPARTMENT OF CORRECTIONS

BUREAU OF HEALTH CARE SERVICES

Updated: 2011



MANUAL OF CLINICAL DIETETICS

Updated: 2011

Approved by: Sharon Fairbanks RD, Chief Clinical Dietitian
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“If we could give every individual the right amount of nourishment and exercise, not too little and not too much, we would have found the safest way to health”

Hippocrates c. 460 – 377 B.C.



Preface

This manual has been designed as a resource for ordering and implementing therapeutic diets in Michigan's Correctional Institutions. Because the prison population now includes an ever increasing number of seriously-ill prisoners needing nutrition intervention, sections relating to nutrition assessment and nutrition support have been expanded. The purpose, indicated uses, description, adequacy and information on ordering has been included for each diet. Sample menus and lists of allowed foods are provided as well. References are included for the practitioner who desires additional information. Meal plans are included for the prisoners with diabetes who will be managing their diets from the regular meal line. It is hoped that use of the information provided in this manual can help in providing nutrition care which is of high quality and uniformity.

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GUIDE TO DIET ORDERS AND COUNSELING REQUESTS

DIET ORDERS: Orders for therapeutic diets must be complete and specific. To facilitate understanding on the part of all concerned, please use the terminology designated in this manual under "Ordering Procedure" whenever a diet is ordered. When applicable, levels of nutrients desired should be clearly indicated in terms of grams, milligrams, milliequivalents and/or calories. The duration of the diet should be rewritten when a new modification is added to the prescription or the prescription is changed in any other way.

Orders for therapeutic diets should be written in the prisoner's medical record and on the form provided in each facility for transmitting the medical order to food preparation area.

All diet orders are written in accordance with PD 04.07.101. Verbal diet orders will be implemented following institutional policy.

All therapeutic diets will be initiated on the next day following the receipt of therapeutic menu in the food preparation area. If this is not possible, the medical staff member who initiated the order will be informed of the delay.

Diets not listed in this manual may be ordered after consultation with a dietitian. It is requested that the Health Care provider explain to the prisoner that the modified diet has been prescribed and the reason for the prescription.

NUTRITION COUNSELING: Alteration of food habits is a difficult process involving many behavioral changes. In order to obtain compliance with any modified diet, it is necessary that the prisoner be taught the rationale for his/her diet, how to select foods he/she is allowed to eat, and the foods he/she should avoid. It is suggested that prisoners who are in need of long-term therapeutic diets be given dietary instructions pertinent to their diet modifications.

Requests for diet instruction and/or diet teaching should be ordered in the prisoner's medical record. Teaching will be done by the dietitian as soon after the order as possible. The completion of the teaching including an assessment of the prisoner's comprehension will be indicated in the prisoner's medical record.

NUTRITIONAL ASSESSMENT/SCREENING: Nutritional screenings will be completed on all in-patients of the MDOC Infirmaries. These screenings will be performed without a specific order to do so. Results of the screenings will be documented on the appropriate form in the prisoner's health record. In-depth nutritional assessments and/or diet histories will be completed upon receipt of a request or written order. Results of all assessments and diet histories will be recorded on appropriate forms in the prisoner's medical record.



CONSULTATION: A registered dietitian is available, on-site, by telephone or teleconferencing to make recommendations for diet orders, adjustments in meals or supplements, and discharge planning.

SNACKS FOR MEDICATIONS: Medications which require food should be dispensed near meal times whenever possible. The prisoner may be instructed to purchase his own snack from the store or to time the medication with meals. When medically indicated, a small evening snack may be ordered.

MEAL ATTENDANCE EXPECTATIONS: Prisoners who are receiving therapeutic diet meals and/or snacks are expected to attend at least 60% of the meals and/or snacks served. When prisoners miss more than 40% of the meals and/or snacks on their diet, the diet is of limited therapeutic value.

A recommendation to discontinue the therapeutic diet order may be made following documentation of attendance below 60%. The prisoner will be notified when he/she is in jeopardy of his/her diet detail being discontinued.



AVAILABILITY OF DIETS IN THE MDOC

The following diets are available at all MDOC facilities, but do require an MP order:

- Clear Liquid Diet
- Full Liquid Diet
- Pureed Diet
- Mechanical Soft Diet
- Regular diet with Small Feedings Snacks
- Regular diet with High Protein, high calorie snacks
- Regular diet with evening snack

The following diets are available at all MDOC facilities to be self selected from the regular menu. These diets do not require an MP order for the prisoner to self select, but the prisoner may benefit from nutritional counseling.

- | | |
|---|--------------------|
| Bland | Lactose intolerant |
| Diabetes (self selected) | Low Purine |
| High Fiber diet | Low Oxalate |
| Hyperlipidemia (Low Fat/ Low Cholesterol) | No Added Salt |
| | Reflux |
| Hypoglycemia | Weight Control |
| Lacto-ovo Vegetarian | |

The following diets require an MP order and are available only at facilities with a therapeutic diet line:

- 2 Gram Sodium Diet
- Diabetes diets (for prisoners who are not able to demonstrate ability to self select from the regular meal line)
- Gluten Free Diet
- Low Fat Diet (for pancreatitis, gall bladder disease or fat malabsorption)
- Low Residue, Low Fiber diet
- Milk Free Diet
- Post Gastrectomy ("Dumping") Diet
- Protein controlled diet for Liver Disorders
- Reflux diet
- Renal diet

For further ordering information, please refer to the individual diets in this diet manual.



NUTRITION FOR THE LIFE CYCLE

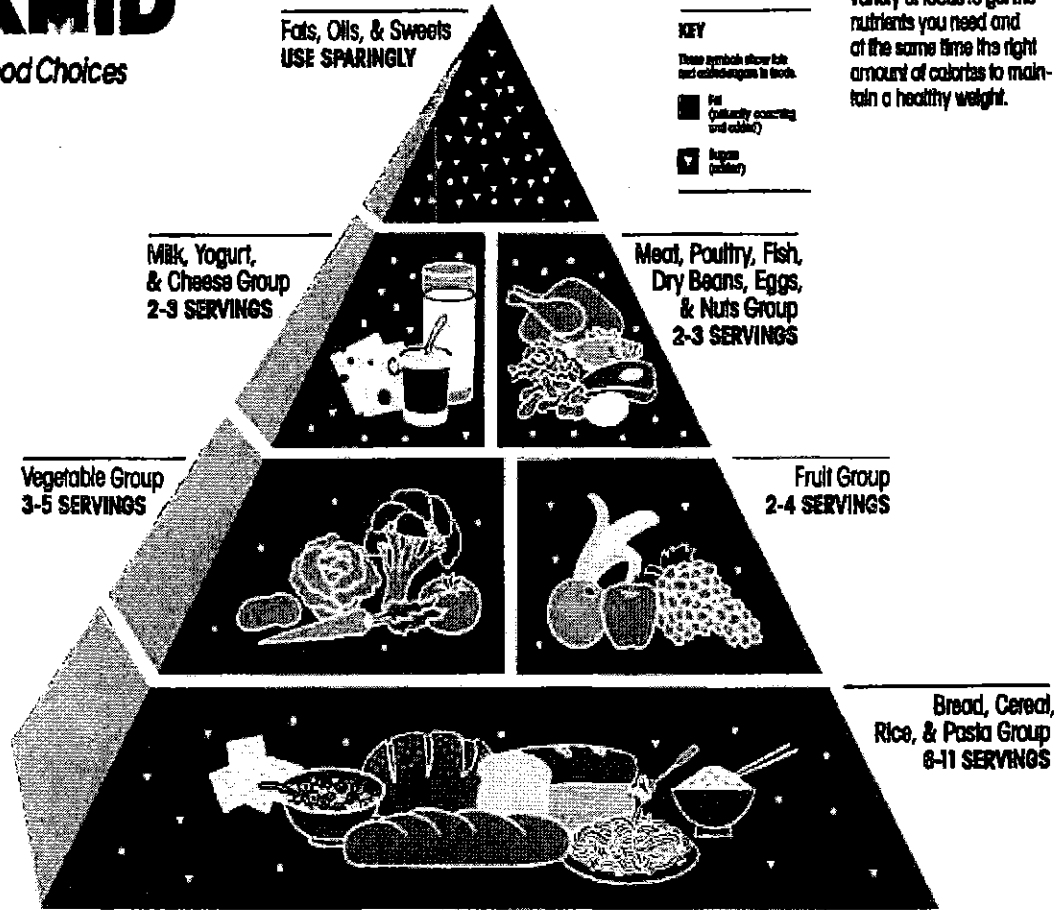


Source: *Nutrition and Your Health: Dietary Guidelines for Americans, 5th Ed* (Washington, DC: U.S. Depts. of Agriculture and Health and Human Services, 2000)

FOOD GUIDE PYRAMID

A Guide to Daily Food Choices

The Pyramid is an outline of what to eat each day. It's not a rigid prescription, but a general guide that lets you choose a healthful diet that's right for you. The Pyramid calls for eating a variety of foods to get the nutrients you need and at the same time the right amount of calories to maintain a healthy weight.



The Food Guide Pyramid emphasizes foods from the five food groups shown in the three lower sections of the Pyramid.

Each of these food groups provides some, but not all, of the nutrients you need. Foods in one group can't replace those in another. No one food group is more important than another—for good health, you need them all.

10-24

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Provided by the National Science Foundation's National Center for Education and Training



A GUIDE TO SERVING SIZES

Food Groups	What Counts as a Serving?	Food Group	What Counts as a Serving?
Breads, Cereals Rice and Pasta	1 slice of bread ½ hamburger bun, bagel, or English muffin 1 small roll, biscuit or muffin 3-4 small or 2 lg. crackers ½ c. cooked cereal, rice, or pasta 1 oz. (or about ¾ c) of ready-to-eat cereal 1 6" tortilla	Vegetables	½ c cooked vegetables ½ c chopped raw vegetables 1 c. leafy raw vegetables such as lettuce or spinach ¾ c. vegetable juice
Fruits	1 whole fruit such as a medium apple, banana or orange ½ grapefruit melon wedge (about ¼) ¾ c. fruit juice ½ c. berries ½ c. chopped, cooked or canned fruit ¼ c. dried fruit	Milk, Yogurt and Cheese	1 c. milk 8 oz. yogurt 1 ½ oz. natural cheese 2 oz. processed cheese
		Meats, Poultry, Fish, Dried Beans, and Peas, Eggs, and Nuts	2-3 oz cooked lean meat, poultry or fish. Count 1 egg, ½ c. cooked dried beans,* ½ c. tofu, or 2 ½ oz. soy burger as 1 oz. lean meat. Two Tbsp peanut butter or 1/3 c. nuts count as 1 oz. meat

*Dried beans, peas, and lentils can be counted as servings in either the meat and beans group or the vegetable group. As a vegetable, ½ c. cooked dried beans counts as 1 serving. As a meat substitute, 1 c. cooked dried beans counts as 1 serving (2 oz. meat).



REGULAR DIET

PURPOSE: Good nutrition and a well-balanced diet are recognized as being vital to the maintenance of overall good health and the prevention of many disease states. The regular diet serves these needs for the majority of prisoners. This diet is designed to provide for the nutritional requirements of normal healthy young adults who are moderately active.

INDICATED USES: The regular diet is designed for prisoners who require no therapeutic diet orders.

DESCRIPTION: The regular diet is designed using the Food Guide Pyramid as a model for menu planning. The diet consists of foods prepared in any style or manner, according to the requirements of a statewide menu. The diet is served in three meals daily, unless otherwise ordered. Depending upon individual food consumption, the regular diet provides at least 2600 calories and 100 grams of protein for male prisoners and 2200 calories and 75 grams of protein for female prisoners, if the majority of all meals are consumed.

ADEQUACY: The diet is nutritionally adequate based on the current Dietary Reference Intakes (DRI) and the Recommended Dietary Allowances Revised 2001 (abridged) RDA's.

SAMPLE MEAL – REGULAR DIET

BREAKFAST

½ c. Orange Juice
1 c. Hot Cereal
1 ea. Bran Muffin
1 sl. Wheat Bread
#100 Margarine
1 c. Milk Skim
2 pkt. Sugar

NOON

3 oz. Chicken
¼ c. Gravy
2/3 c. Brown Rice
½ c. Corn
½ c. Collard Greens
2 sl. Wheat Bread
1 ea. Fresh Fruit
1 c. Sweetened or
Unsweetened Beverage

EVENING

1 c. Spaghetti
¾ c. Meat Sauce
½ c. Peas
½ c. Coleslaw
2 sl. Italian Bread
½ c. Applesauce
#100 Margarine
1 c. Milk Skim



STANDARDIZED HEALTHY CHOICE DIETARY OPTIONS

It is the goal of the MDOC to reduce the number of therapeutic diets which are necessary by providing Standardized Healthy Choice Dietary Options on the regular menu. This diet manual indicates that the following medical nutritional therapies are available by self-selecting from the regular meal lines:

Weight Control	Bland
Low Fat/ Low Cholesterol	Hypoglycemia*
Diabetes (Self selected)*	High Calorie/ High Protein*
No Added Salt	Six Small Feedings*
High Fiber	Low Purine
Lactose Intolerant	Low Oxalate
*May require snack(s)	Reflux

The standardized healthy choice dietary options available on the regular meal lines include:

1. Fats such as margarine, mayonnaise, gravy, and salad dressings are served "on the side" so that amounts can be limited by the prisoner.
2. Fruit is available as a choice whenever dessert is served.
3. A serving of high fiber cereal is available as a choice three times a week at breakfast.
4. Unsweetened beverage is available as a choice whenever a sweetened beverage is served.
5. Diet syrup is available as a choice whenever syrup is served.
6. Diet jelly is available as a choice whenever jelly is served.
7. Sugar substitute is available as a choice whenever sugar is served.
8. All choices are available and on the serving line at the meal in which they appear on the menu.
9. Fat is not added to cereals, starches or vegetables during the cooking process. (Oil added to cooking water of pastas to prevent clumping is the only exception.)

A prisoner who is unable to be served in the main dining room (i.e., segregation units, infirmary beds, etc.) and is on the regular diet will be allowed to request and receive a meal tray with these healthy choice options by contacting the Food Service Director.

References:

PD 04.07.100 – Standards for Prisoner Meals in Institutions

PD 04.07.101 – Therapeutic Diet Services

MDOC Menu Writing Guide, August 1993



DIET FOR PREGNANCY

PURPOSE: The diet is designed to provide the additional calories, protein, and nutrients needed to sustain pregnancy in the average healthy woman. Calories are adequate to allow for a weight gain in the recommended 22 to 27 pound range.

INDICATION: Pregnancy.

DESCRIPTION: The diet is based on the regular diet with emphasis placed on providing an additional source of calories, protein, calcium and other nutrients. The diet contains at least 80 grams of protein. The diet does not limit sodium. The diet is served as three meals and an evening snack including milk four times a day, unless otherwise indicated.

During the third trimester, the diet may need to be provided as 6 meals due to the decreased capacity of the gastrointestinal tract during the progression of pregnancy.

Calories for the pregnant woman are based on non-pregnant weight maintenance requirements plus an additional 300 kcal. Protein is based on non-pregnant protein requirements plus 30 grams or 1.3 grams protein/kg body weight.

Pregnant women with diabetes require 30-35 kcal/kg body weight or 300 kcal over non-pregnant intake. Pregnant women with diabetes need 3 meals and 2-3 snacks.

ADEQUACY: The diet is adequate, based on the RDA/DRI, in all nutrients except iron and folic acid. It is recommended that iron and folate supplements be provided to all pregnant women. Depending upon individual food consumption, a prenatal multi-vitamin supplement with iron allows for a margin of safety in regard to nutrient intake.

ORDERING PROCEDURE: This diet should be ordered by the term "Pregnancy" diet. If a diet which restricts calories and/or sodium is needed in addition to the extra nutrient allotment, these restrictions must be ordered in conjunction with the pregnancy diet. It is not recommended that a calorie restriction of less than 1800 calories or a sodium restriction of less than 2 grams be routinely used in combination with the pregnancy diet. The pregnancy diet can be ordered in combination with most other therapeutic regimes. The pregnancy diet will be served as 3 daily meals from the regular menu with additional snacks and milk as indicated.

TYPE OF FOOD

EMPHASIZE

Beverages Milk and dairy products with a minimum of 4 cups to be included daily. Note: due to the high calorie content of whole milk, skim or low fat milks are recommended.

Cheese, cottage cheese, ice cream, pudding, cream soups, or yogurt may replace part of the milk allowance



Meat & Meat Substitutes Minimum of 6 ounces meat, fish, cheese, eggs or peanut butter to be included daily.

Fruits & Vegetables At least 5 servings daily. Include 1 serving of a dark green, yellow or orange vegetable and 1 to 2 servings of a good source of Vitamin C, such as orange, grapefruit, tomato, tangerine, cabbage, cantaloupe or broccoli.

Miscellaneous Nuts, legumes, dried beans and peas are additional sources of iron.

If food intake must be limited to control weight, eliminate fats, oils, sugars, and desserts from the regular diet.

Fluids Include 6 to 8 glasses of fluid daily.

SAMPLE MEAL – DIET FOR PREGNANCY

<u>BREAKFAST</u>	<u>NOON</u>	<u>EVENING</u>	<u>SNACK</u>
½ c. Orange Juice	4 oz. Chicken	1 c. Spaghetti	2 oz. Cheese
1 ½ c. Hot Cereal	¼ c. Gravy	¾ c. Meat Sauce	2 sl. Bread
2 Bran Muffins	½ c. Brown Rice	1 oz. Cheese	1 c. 2% Milk
1 c. 2% Milk	½ c. Collard Greens	½ c. Peas	
1 c. Coffee	2 sl. Whole Wheat Bread	½ c. Coleslaw	
4 pkts. Sugar	1 pc. Fresh Fruit	2 sl. Garlic Toast	
	1 c. 2% Milk	½ c. Applesauce	
	Salt, Pepper	1 c. 2% Milk	
		Salt, Pepper	

References:

American Dietetic Association: Manual of Clinical Dietetics, 6th Edition, 2000.



GERIATRIC DIET

The nutrient requirements for the healthy older prisoners do not differ significantly from those needed in other life stages except for calories, which should be lower. Fiber and fluid intake should be maintained at a normal or increased level whenever possible. For these reasons, geriatric prisoners should be maintained on regular diets whenever possible.

If the geriatric prisoner is unable to tolerate the regular diet, or requires nutrition modification, a referral to the dietitian should be made. After nutritional evaluation, appropriate diet modifications will be recommended, if indicated.

In all cases, every effort possible will be made to encourage adequate food consumption on the part of the geriatric prisoner.

References:

American Dietetic Association, Manual of Clinical Dietetics, 6th Edition, 2000.

Chernoff, Ronni. Geriatric Nutrition, A Health Professional's Handbook. Second Edition. Aspen Publishers, Inc., 1999.



VEGETARIAN NUTRITION

Although the nutritional needs of a prisoner on a vegetarian diet are no different from those of the general population, the individual needs to plan his/her dietary intake carefully to ensure adequate nutrient intake.

Unless careful planning is involved, the vegetarian diet may be lacking in iron and Vitamin B12. To ensure total nutrient needs, it may be of benefit for the prisoner to purchase a multiple vitamin mineral supplement to take daily.

Prisoners who desire vegetarian meals may choose a lacto-ovo vegetarian diet from the regular menu, using the vegetarian choices as stated on the statewide regular menu. This does not require a medical order. These options are available at all MDOC facilities to any prisoner. The lacto-ovo vegetarian diet is adequate in all nutrients with careful selection.

Prisoners who desire a total vegetarian diet (no animal foods) due to religious beliefs may request proper authorization from the Special Activities Coordinator in the Office of Program Services by following the guidelines as stated in PD 05.03.150. Religious diets cannot be ordered by health care staff.

Following is a food pyramid plan for lacto-ovo vegetarians which can be used as a guide to self-select a nutritionally adequate intake from the regular menu. Enough servings should be selected to provide 56 grams or more protein and to meet calorie needs.

References:

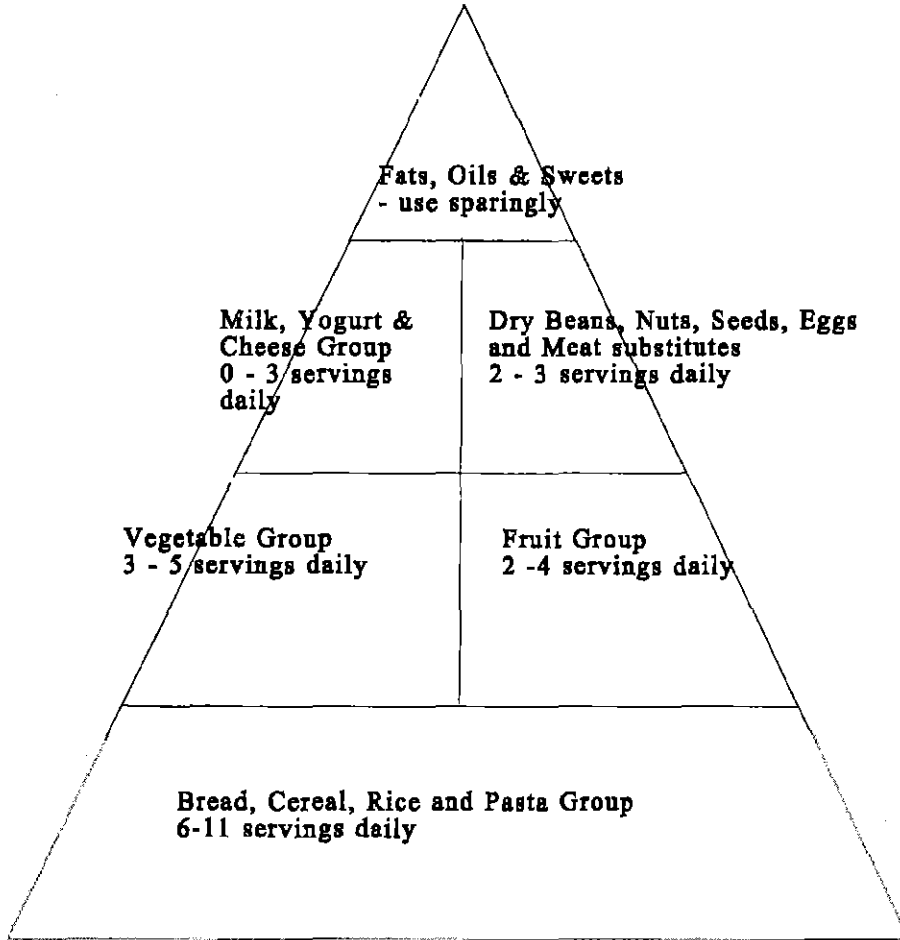
American Dietetic Association, Manual of Clinical Dietetics, 6th Edition, 2000.

Mahan, L. and Escott-stump, S. Eds. Krause's Food, Nutrition & Diet Therapy. W.B. Saunders Company, Philadelphia, 1996.

Shils, M, Olson, J. Shike, M, and Ross, A. Eds. Manual nutrition in Health and Disease 9th Edition. Williams & Wilkins, Baltimore, 1999.



VEGETARIAN FOOD GUIDE PYRAMID



Food Groups	What Counts as a Serving?	Food Group	What Counts as a Serving?
Breads, Cereals Rice and Pasta	1 slice of bread	Vegetables	½ c cooked vegetables
	½ hamburger bun, bagel, or English muffin		½ c chopped raw vegetables
Fruits	1 small roll, biscuit or muffin	Milk, Yogurt and Cheese	1 c. leafy raw vegetables such as lettuce or spinach
	3-4 small or 2 lg. crackers		¾ c. vegetable juice
	½ c. cooked cereal, rice, or pasta		1 c. milk
	1 oz. (or about ¼ c) of ready-to-eat cereal		8 oz. yogurt
	1 6" tortilla		1 ½ oz. natural cheese
			2 oz. processed cheese
	1 whole fruit such as a medium apple, banana or orange	Dried Beans, Nuts, Seeds, Eggs & Meat Substitutes Group	1 c. soy milk
	½ grapefruit		½ c. dried beans or peas
	melon wedge (about ¼)		1 egg
	¾ c. fruit juice		2 egg whites
	½ c. berries		2 Tbsp. nuts or seeds
	½ c. chopped, cooked or canned fruit		¼ c. tofu or tempeh
	¼ c. dried fruit		2 Tbsp. peanut butter



MODIFICATIONS IN CONSISTENCY



CLEAR LIQUID DIET

PURPOSE: The clear liquid diet provides fluids to prisoners who cannot tolerate any but the mildest forms of liquid foods.

INDICATED USES: The clear liquid diet may be used to prevent dehydration in preoperative or postoperative conditions. It is also applicable in conditions when it is necessary to minimize the fecal residue and in acute stages of many illnesses, especially those accompanied by a high temperature. It may also be used as preparation for x-ray of the gastrointestinal tract or examinations of the lower intestine such as colonoscopy.

DESCRIPTION: The clear liquid diet provides fluids which contain minimal, if any residue, and require a minimum of digestive action. Three meals will be served and allowed juice may be given between feedings. This diet is available at all MDOC facilities.

ADEQUACY: The diet is inadequate in protein and all nutrients and should be ordered for short durations (3 days) only. If a longer period of clear liquid intake is necessary, consult the Registered Dietitian.

ORDERING PROCEDURE: This diet should be ordered by the term "Clear Liquid" only. A diet order of "liquid diet" is not specific and does not differentiate between the clear or full liquid diet.

The clear liquid diet cannot be combined with any other therapeutic regime outlined in this manual.

Only the following foods are allowed in a clear liquid diet. All other foods should be avoided.

TYPE OF FOOD

FOODS ALLOWED

Beverages Tea, carbonated beverages, fruit-flavored clear beverages such as Kool-Aid or punch, coffee.

Desserts Plain flavored jello, popsicles.

Fruit Juices Apple, grape, and cranberry juice.

Soup Clear broth or bouillon.

Sweets Sugar.

Miscellaneous Salt and flavorings.



SAMPLE MEAL – CLEAR LIQUID DIET

BREAKFAST

1 c. Apple Juice
 1 c. Broth
 1 c. Regular Jello
 4 pkts. sugar

NOON

2 c. Apple Juice
 1 c. Broth
 2 c. Jello
 1 c. Sweetened
 Beverage

EVENING

2 c. Cranberry Juice
 1 c. Broth
 2 c. Jello
 1 c. Sweetened Beverage
 2 pkts. Sugar

SNACK

1 cup Apple Juice
 1 Cup Jello

The above diet plan provides 76 grams carbohydrate for breakfast, 135 grams carbohydrate for noon, 143 grams carbohydrate for supper, 60 grams carbohydrate for the evening snack, for a total of 414 grams carbohydrate. This is adequate carbohydrate for up to a 3000 Calorie Diabetes Diet, but is inadequate in Calories.

References:

American Dietetic Association, Manual of Clinical Dietetics, 6th Edition, 2000.



FULL LIQUID DIET

PURPOSE: The full liquid diet provides fluid and nutrients to prisoners who cannot tolerate any solid foods.

INDICATED USES: The full liquid diet is indicated in post-surgical conditions, acute illness, in conditions which prevent chewing or swallowing, tightly wired jaws, and as a progression from clear liquid to solid foods.

DESCRIPTION: The full liquid diet contains any food which is liquid or may become liquid at room temperature and is free from any solid foods. The diet is served in three meals unless otherwise indicated, but allowed juices or milk may be served between meals. All foods should pass through a straw for prisoners with wired jaws. This diet is available at all MDOC facilities.

ADEQUACY: The full liquid diet will not contain the 2900 calories served in the general diet. It may also be inadequate in iron, folic acid, Vitamin B6, and Vitamin A. If served for long periods of time, a nutrient supplement should be provided.

ORDERING PROCEDURE: Order this diet by the term "Full Liquid" only. The term "liquid diet" is not specific and does not differentiate between the full or clear liquid. The full liquid diet is incompatible with most other therapeutic diet regimes.

For diabetes full liquid diets, refer to the section of this manual on Diabetes Diets.

<u>TYPE OF FOOD</u>	<u>FOODS ALLOWED</u>	<u>FOODS TO AVOID</u>
Beverages	Coffee, tea, decaffeinated coffee, milk and milk beverages, carbonated beverages, fruit juice, punch or fruit flavored drinks, vegetable juices, eggnog, instant breakfast.	All others
Breads	None	All
Cereals	Thinned cooked cereal	All others
Desserts	Custard, pudding, jello, plain ice cream, ice milk, sherbet, popsicles	All others



<u>TYPE OF FOOD</u>	<u>FOODS ALLOWED</u>	<u>FOODS TO AVOID</u>
Fats	Butter, margarine, cream, vegetable oil or shortening	All others
Fruits	All fruit juice or fruit drinks	All others
Meat and Substitutes	Any pureed meat added to broth or cream soup	All others
Potato and Substitutes	Thinned mashed potato	All others
Soups	Clear broth, bouillon, consommé, any strained broth base or cream soup, tomato soup	All others
Sweets	Sugar, honey, brown sugar, clear hard candy	All others
Vegetable	Any vegetable juice or thinned pureed vegetable	All others
Miscellaneous	Salt, flavorings, chocolate syrup	All others



SAMPLE MEAL – FULL LIQUID DIET

<u>BREAKFAST</u>	<u>NOON</u>	<u>EVENING</u>	<u>SNACK</u>
1 c. Orange Juice	1 c. Strained Cream Soup	2 c. Cranberry Juice	1 c. Milk
1 c. Thinned Oatmeal	1 c. Broth w/Pureed	1 c. Strained Mushroom	1 pkt. Instant
1 c. 2% Milk	Beef	Soup	Breakfast
1 c. Coffee	1 c. Thinned Mashed	1 c. Thinned M. Potatoes	
6 pkts. Sugar	Potatoes	½ c. Sherbet	
Salt	1 c. Jello	1 c. 2% Milk	
2 tsp. Margarine	2 c. Fruit Juice	2 tsp. Margarine	
	½ cup Ice Cream	Salt	
	1 c. 2% milk		
	2 tsp. Margarine		
	Salt		

The above menu provides 84 grams of carbohydrate for breakfast, 150 grams carbohydrate for lunch, 130 grams carbohydrate for supper, 40 grams carbohydrate for the snack, for a total of 404 grams of carbohydrate. This provides adequate carbohydrate for up to a 3000 Calorie Diabetes Diet, but is inadequate in Calories.

Reference:

American Dietetic Association: Manual of Clinical Dietetics, 6th Edition, 2000.



PUREED DIET

PURPOSE: This diet is designed to provide very soft to liquid foods for prisoners with no chewing ability and those with poor tongue and lip coordination.

INDICATED USES: The diet may be indicated in dental and oral surgery, throat surgery, loosely wired jaw, or in any severe swallowing or chewing difficulties.

DESCRIPTION: This diet requires no chewing of any food. All foods on the diet will be blenderized with added liquid, or naturally very soft such as mashed potatoes and ice cream. The diet does not restrict spices or seasonings of any kind. The diet should be individualized to include foods the prisoner can tolerate. This diet is available at all MDOC facilities.

ADEQUACY: The diet is nutritionally adequate based on the RDA/DRI, provided the individual consumes a variety of foods in adequate amounts. A multiple vitamin – mineral supplement is recommended if the diet is used for an extended period of time. The pureed diet will contain less than the 2900 calories served in the regular diet.

ORDERING PROCEDURE: Only the term “Pureed Diet” should be used when ordering the above diet. Do not order this diet as baby food diet or blenderized diet. The pureed diet can be ordered in combination with most of the therapeutic regimes.

<u>TYPE OF FOOD</u>	<u>FOODS ALLOWED</u>	<u>FOODS TO AVOID</u>
Beverages	Milk and milk beverages, coffee, tea, Kool-Aid, carbonated beverages	None
Cereal	Any cooked cereal	All dry cereals
Desserts	Ice cream, sherbet, ice milk, custard, jello, pureed fruit, pudding	All other desserts
Fats	Butter, margarine, salad dressing, mayonnaise, gravy, sour cream, cream cheese, cream sauces	Fried foods, olives, nuts
Fruits	Any fruit juice, any pureed fruit except berries, regular applesauce	All other fruits



<u>TYPE OF FOOD</u>	<u>FOODS ALLOWED</u>	<u>FOODS TO AVOID</u>
Meat & Meat Substitutes	Any pureed meat, cottage cheese, plain yogurt, soft poached or scrambled egg	Any whole or ground meat, all cheese except cottage cheese, peanut butter, yogurt with fruit, fried egg, hard boiled egg, or any hard cooked egg
Potato & Substitutes	Mashed, white or sweet potato; grits, pureed soft cooked dried peas and beans; pureed rice	All potatoes except mashed
Soup	Tomato soup, clear broth or bouillon, any strained cream or broth-based soup	All soup containing any whole meat or vegetables
Sweets	Sugar, honey, clear jelly, syrup	All candy, preserves or jam
Vegetables	Any pureed vegetable; tomato or vegetable juice	All other vegetables
All other vegetables	Salt and all other seasoning, catsup, mustard, vinegar, lemon juice	Coconut, olives, pickles, relish, popcorn, whole cloves

SAMPLE MEAL – PUREED DIET

BREAKFAST

½ c. Orange Juice
 ½ c. Pureed Fruit
 1 c. Hot Cereal
 ½ c. Scrambled Eggs
 2 tsp. Margarine
 1 c. 2% Milk
 Coffee
 Sugar
 Salt, Pepper

NOON

½ c. Pureed Beef
 1 c. Mashed Squash
 1 c. Pureed Green Beans
 ½ c. Ice Cream
 2 tsp. Margarine
 1 c. 2% Milk
 Salt, Pepper

EVENING

½ c. Pureed Turkey
 1 c. Mashed Potato
 ¼ c. Gravy
 1 c. Pureed Carrots
 1 c. Pureed Peaches
 ½ c. Pudding
 2 tsp. Margarine
 1 c. 2% Milk
 Salt, Pepper

Reference:

American Dietetic Association, Manual of Clinical Dietetics, 6th Edition, 2000.



MECHANICAL SOFT DIET

PURPOSE: This diet is designed for prisoners who cannot tolerate the consistency of a regular diet, but do not need pureed or baby foods.

INDICATED USES: The diet may be used for chewing or swallowing problems, healing oral surgery, progressive post T & A, and some types of facial surgery. The diet should not be used for gastrointestinal distress.

DESCRIPTION: The diet requires some mastication ability. Foods served are whole, very soft foods, such as cooked vegetables and fruits, breads and grain products and soft desserts. All meat served will be ground. The diet does not contain pureed foods or baby food of any kind. There is no limitation of spices or gastric irritants as such. This diet is available at all MDOC facilities.

ADEQUACY: The diet is nutritionally adequate based on the RDA/DRI, but may contain less than the calories served in the regular diet.

ORDERING PROCEDURE: This diet should be ordered by the term "Mechanical Soft." The words chopped diet, ground diet, dental soft, and soft diet will indicate the above diet.

The mechanical soft diet can be ordered in combination with all other therapeutic regimes.

<u>TYPE OF FOOD</u>	<u>FOODS ALLOWED</u>	<u>FOOD TO AVOID</u>
Beverages	Any	None
Breads	Any soft bread, toast, bun or dinner roll, pancakes, waffles, sweet rolls, without nuts or seeds; donuts (plain), or graham crackers	Bread, roll, or crackers with seeds, or nuts
Cereal	Any cooked cereal. Dry cereals to include Rice Krispies, corn & bran flakes, Cheerios	All dry cereals with dried fruit, raisins or nuts
Desserts	Ice Cream, ice milk, sherbet, custard, jello, cooked fruit, plain cakes, soft cookies, pies of allowed fruits	Any dessert with nuts or seeds



<u>TYPE OF FOOD</u>	<u>FOODS ALLOWED</u>	<u>FOODS TO AVOID</u>
Fats	Any fat such as cream, butter, margarine, mayonnaise, gravy, oil or shortening; cream cheese, sour cream, pitted olives	Whole olives with pits, nuts
Fruits	All fruit juice, soft fresh fruit, cooked or canned fruit except those to be avoided; berries	Any fresh fruit that is hard or has tough skins. The following are to be avoided in all forms: cherries, prunes, figs, grapes, dried fruits
Meat & Meat Substitutes	Any ground meat, whole soft fish without skin or bones, tuna fish, salmon, casseroles made with ground meat, eggs prepared in any form, cottage and soft cheese such as American, cream style peanut butter, yogurt without seeds.	Any whole meat except soft fish; bacon; hard cheese; crunchy peanut butter
Potatoes & Substitutes	Soft cooked white or sweet potato, rice, noodles, spaghetti, macaroni or other pasta, soft cooked dried peas and beans	Potato chips or sticks, crisp fried or French fried potatoes
Soup	Any strained soup, cream or broth based soup made with soft allowed foods	Any soup containing whole pieces of meat or large pieces of hard vegetables.
Sweets	Sugar, honey, jelly, jam, syrup, molasses, chocolate, plain candy	Candy with nuts; marmalade or preserves with large pieces of fruit or seed.
Vegetables	Any sort of cooked vegetable which can be easily chewed: V-8 or tomato juice; tomato sauce or puree: soft cooked baked beans; shredded lettuce, sliced tomato, finely chopped coleslaw	All large & hard raw vegetables, corn on the cob
Miscellaneous	Salt, any seasoning, catsup, mustard, gravy, cream sauce, vinegar	Nuts, coconut, pickles, popcorn, whole spices such as cloves



SAMPLE MEAL – MECHANICAL SOFT DIET

BREAKFAST

½ c. Orange Juice
1 c. Hot Cereal
1 Scrambled Egg
2 sl. Toast or Bread
2 tsp. Margarine
Jelly
1 c. Milk
Coffee
Sugar
Salt, Pepper

NOON

1 c. Spaghetti
¾ c. Meat Sauce
½ c. Green Beans
½ c. Cottage Cheese
2 sl. Bread
2 tsp. Margarine
1 c. Beverage
Salt, Pepper

EVENING

4 oz Ground Turkey
1 c. Mashed Potato
¼ c. Gravy
½ c. Cooked Carrots
½ c. Canned Spinach
½ c. Canned Peaches
2 sl. Bread
2 tsp. Margarine
1 c. Milk
Salt, Pepper

References:

American Dietetic Association, Manual of Clinical Dietetics, 6th Edition, 2000.



MODIFICATIONS FOR GASTROINTESTINAL DISEASE



BLAND DIET

Current literature indicates that much of the rationale for the bland diet as served in the past is no longer medically sound or necessary. For this reason, bland diets are no longer provided as they are not deemed therapeutic.

During the acute phase, it may be beneficial for the prisoner to avoid known gastric irritants such as black pepper, chili powder, beverages containing caffeine, decaffeinated coffee, and alcohol. It is recommended that the prisoner manage this acute phase on the regular food line by making alternate choices (i.e. "Vegetarian" option). Frequent meals and/or bedtime snacks should be avoided to prevent increased acid secretion. In addition to altering his/her food selection during this period, it is recommended that the prisoner abstain from all tobacco products.

References:

American Dietetic Association, Manual of Clinical Dietetics, 6th Edition, 2000.

Shils, M, Olson, J, Shike, M, and Ross, A, Eds. Modern Nutrition in Health and Disease 9th edition. Williams & Wilkins, Baltimore. 1999.



HIGH FIBER DIET

There has recently been a renewed interest in the use of fiber in the treatment of various gastrointestinal disorders. Dietary fiber functions by increasing water absorption into the lumen thus causing a reduction in both intestinal transit time and in intra-colonic pressure.

A high fiber diet may be indicated in the treatment of diverticulosis, atonic constipation, cancer of the colon and irritable bowel syndrome. The recommended amount of fiber per the DRI's is 38 grams of fiber for men and 25 grams of fiber for women.

A high fiber diet is not provided as a therapeutic diet. Food sources of dietary fiber (primarily high fiber cereals and whole grain breads, or fruits and vegetables) are available to all prisoners on the regular meal lines. High fiber cereal is available upon request at the regular breakfast meal three times a week at all MDOC prisons. The prisoner should be instructed to select these high fiber foods at meal times and to attend all meals. Referral may be made to the dietitian for instruction on a high fiber diet. If a combination of another therapeutic diet restriction with a high fiber diet is required, this combination diet must be ordered as a therapeutic diet.

Three to four servings of the following foods should be selected daily from the regular menu.

TYPE OF FOOD

EMPHASIZE

Breads & Cereals Bran cereals, especially All Bran and Fiber One; whole wheat and whole grain breads and cereals, rye bread or crackers. Triscuits and Wheat Thins

Fruits Fresh fruits, especially those with skins and peels. Dried fruits such as raisins, prunes, dates, figs, pineapple, coconut. All berries with seeds

Nuts & Seeds All nuts and seeds, crunchy peanut butter

Vegetables All raw vegetables. Soy, lima, kidney, butter beans, all dried beans and peas. Onions, cucumber, corn, cauliflower, Brussels sprouts, broccoli, celery, cabbage, radishes, tomatoes in all forms, spinach and all greens, white potatoes with skins and other root vegetables, such as beets, sweet potatoes and turnips

Miscellaneous Popcorn, brown rice, whole grain snack chips, sunflower and sesame seeds; marmalade and jam made from whole berries



SAMPLE MEAL – HIGH FIBER DIET

BREAKFAST

1 c. Orange Juice
1 c. All Bran
1 Bran muffins
#100 Margarine
Jelly
1 c Skim Milk
1 c. Coffee
2 pkts. Sugar
Salt, Pepper

NOON

1 c. Spaghetti

$\frac{3}{4}$ c. Meat Sauce
 $\frac{1}{2}$ c. Peas
 $\frac{1}{2}$ c. Coleslaw
1 ea. Fresh Orange
2 sl. Whole Wheat Bread
#100 Margarine
1 c. Beverage
Salt, Pepper

EVENING

4 oz. Chicken Patty
 $\frac{2}{3}$ c. Brown Rice
 $\frac{1}{4}$ c. Gravy
 $\frac{1}{2}$ c. Collard Greens
 $\frac{1}{2}$ c. Corn
1 ea. Apple
2 sl. WW Bread
#100 Margarine
1 c. Skim Milk
Salt, Pepper

References:

American Dietetic Association, Manual of Clinical Dietetics, 6th Edition, 2000.



LOW RESIDUE, LOW FIBER DIET

PURPOSE: This diet reduces (not eliminates) foods which produce residue in the colon. The diet also controls both dietary fibers and foods which have a laxative effect (prune juice) or which increase fecal output. The foods served are mechanically non-irritating to the bowel area.

INDICATED USES: The diet may be used for severe diarrhea and acute phases of: diverticulitis, ulcerative colitis, and Crohn's disease. It may also be used in partial intestinal obstruction, and pre- and post-colonic surgery.

Food tolerances vary greatly and prisoners should be encouraged to eat as liberal a diet as possible that includes plenty of fluids. Long-term use of this diet is discouraged because it can contribute to constipation, diverticular disease, and has been associated with colon cancer. Fiber containing foods should be added gradually with the inclusion of bran cereals last.

DESCRIPTION: The low residue, low fiber diet decreases foods which are high in dietary fiber such as raw fruits, most raw vegetables, whole grains, bran, nuts and seeds. Milk and dairy products are limited. Coffee, tea and black pepper which can be irritating to some individuals are allowed. The diet is served in 3 meals.

ADEQUACY: The diet is adequate based on the RDA/DRI, except for pregnant women. It is low in calcium and iron for this group.

ORDERING PROCEDURE: A diet ordered "Low Residue" or "Low Fiber" will initiate the diet. DO NOT ORDER the diet as NON or NO residue or fiber.

A low residue, low fiber diet may be prescribed in combination with other therapeutic diets described in this manual except the high fiber and high protein diets.



<u>TYPE OF FOOD</u>	<u>FOODS ALLOWED</u>	<u>FOODS TO AVOID</u>
Beverages	Milk (limited to 2 cups daily), coffee, tea, koolaid, carbonated beverages	None
Breads & Cereals	White bread and toast, crackers, and baked products made from refined flour; refined cereals such as farina, grits, cornflakes, Special K, Rice Krispies; white rice, noodles, and pasta	Products containing whole grain flour, bran, nuts or seeds; whole grain, bran or high fiber cereals; brown or wild rice
Desserts	Cakes, cookies, gelatin, pudding, custard, ice cream, and sherbet (made with allowed ingredients)	Any made with whole grains, nuts or seeds
Fats	All	None
Fruits	All juices except prune. Ripe banana, canned applesauce, peaches, pears, fruit cocktail, other canned fruits without skins and/or seeds	All others
Meat & Meat Substitutes	Beef, veal, lamb, pork, fish, poultry, eggs, cheese	None
Potatoes & Substitutes	White potato without skin, noodles, white rice, pasta	Potato skins, brown rice, dried beans and peas
Sweets	Sugar, jelly, jam, honey, syrup, candy without nuts	Candy with coconut, dried fruits or nuts, jam with seeds, marmalade
Vegetables	All vegetable juices, cooked beets, carrots, green and wax beans, winter squash, tomatoes (without skins and seeds), spinach, peas, raw lettuce Raw onions in small amounts	All raw vegetables except lettuce and onions in small amounts. The following vegetables in any form: celery, green peppers, cauliflower, Brussels sprouts, broccoli, corn, cucumbers, radish, tomatoes with seeds, dried peas or beans



<u>TYPE OF FOOD</u>	<u>FOODS ALLOWED</u>	<u>FOODS TO AVOID</u>
Miscellaneous	Salt, pepper, mild seasonings, chocolate, gravy, sauces, catsup, mustard	Olives, pickles, relish, horseradish, nuts, coconut, popcorn, whole grain snack foods, seeds of any kind, chili sauce, whole spices, hot peppers

SAMPLE MEAL – LOW RESIDUE, LOW FIBER DIET

<u>BREAKFAST</u>	<u>NOON</u>	<u>EVENING</u>
½ c. Orange Juice	4 oz Roast Beef	1 c. Soup
¾ c. Rice Krispies	1 c. Mashed Potatoes	2 oz. Sliced Turkey
1 Scrambled Egg	½ c. Carrots	2 oz. Cheese
1 pc. Coffee Cake (no nuts)	½ c. Lettuce	½ c. Wax Beans
2 tsp. Margarine	2 Tbsp. Dressing	2 sl. White Bread
1 c. Milk	2 Dinner Rolls	12 sq. Crackers
1 c. Coffee	2 tsp. Margarine	½ c. Canned Peaches
4 pkts. Sugar	6 Vanilla Wafers	2 tsp. Mayonnaise
Salt, Pepper	1 c. Beverage	1 c. Milk
	Salt, Pepper	Salt, Pepper

References:

American Dietetic Association: Manual of Clinical Dietetics, 6th Edition, 2000.

American Gastroenterological Association of Medical Position Statement: Irritable Bowel Syndrome. 1997.

Department of Health and Human Services, Public Health Service, National Institutes of Health:

“Crohn’s Disease.” NIH Publication No. 00-3410, April, 2000

“Diverticulosis and Diverticulitis.” NIH Publication No. 02-1163, January, 2002

“Ulcerative Colitis.” NIH Publication No. 95-1597, e-text updated April, 2000.

“Irritable Bowel Syndrome.” NIH Publication No. 01-4686, March, 2001.

Schar, DB. Maintenance Therapy in Ulcerative Colitis and Crohn’s disease. *Journal of Clinical Gastroenterology*, 1995; 20 (2): 117-22.



POST GASTRECTOMY ("DUMPING") DIET

PURPOSE: To prevent the occurrence of the dumping syndrome, symptoms that may appear after partial gastrectomy.

INDICATED USES: The diet is indicated for prisoners who have dumping syndrome following partial gastrectomy or other surgeries that interfere with the pyloric sphincter or compromise the stomach as a reservoir. An early and late dumping syndrome has been described. Early dumping syndrome occurs during or shortly after eating and is associated with symptoms such as epigastric fullness, cramps, diarrhea, churning stomach, weakness, dizziness, or cardiovascular symptoms. In late dumping syndrome, these symptoms occur 1 to 3 hours following the meal.

The period of time the prisoner must remain on the diet depends on the presence of symptoms. As adaptive changes occur, the diet should be gradually liberalized to an unrestricted diet.

DESCRIPTION: Foods containing simple carbohydrates are restricted because they are more rapidly hydrolyzed to osmotically active substances than proteins and fats. Six small feedings are provided to accommodate the reduced capacity of the stomach. Liquids are limited with meals to retard the transit of food from the stomach to the jejunum.

ADEQUACY: While the content of the diet is adequate in protein, vitamins and minerals as provided, it may provide insufficient calories for prisoners with greater metabolic needs. If there is reduced absorption, vitamin/mineral supplementation may be needed. Iron, Vitamin B12, folic acid, Vitamin D and calcium deficiencies may occur following gastric surgery, and should be monitored.

ORDERING PROCEDURE: May be ordered by the terms "Post Gastrectomy" diet. The term "dumping diet" will also serve to indicate the diet.



TYPE OF FOOD

FOODS ALLOWED

FOODS TO AVOID

Beverages

Milk (2% or skim) or buttermilk if well tolerated by patient, coffee, tea, dietetic non-carbonated beverages

Alcohol, carbonated beverages, sweetened cereal beverages, sweetened cocoa, sweetened milk products, sweetened fruit drinks

Breads & Cereals & Starches

Unsweetened cereals, plain breads, crackers, rolls; rice; pasta

Sugar frosted or sweetened cereals, or those packaged with dates, raisins, and brown sugar, etc., "natural" cereals (e.g. granola or any others of that type)

Desserts

Unsweetened fruit only

Cakes, cookies, ice cream, sherbet, puddings made with sugar

Fats

All

None

Meat & Meat Substitutes

Any type in prepared foods

None

Vegetables

Beets, broccoli, Brussels sprouts, cabbage, carrots, cauliflower, celery, cucumbers, green peppers, greens (spinach, collards, turnip, mustard), lettuce, mushrooms, onion, radishes, sauerkraut, string beans, squash, tomatoes, zucchini
Starchy vegetables such as corn, lima beans, parsnips, peas, potato, pumpkin, winter, acorn or butternut squash, yam or sweet potato

Any to which sugar has been added

Miscellaneous

Soups made from allowed foods, broth, nuts, spices, condiments

Honey, jams, jellies, marmalade, syrups, sugar



SAMPLE MEAL – POST GASTRECTOMY “DUMPING” DIET

BREAKFAST

½ c. Orange Juice
½ c. Hot Cereal
1 Boiled Egg
1 sl. Bread or Toast
2 tsp. Margarine
1 c. Milk
4 pkts. Sugar Substitute
Salt

NOON

3 oz. Roast Beef
½ c. Rice
½ c. Carrots
½ c. Lite Pears
1 Dinner Roll
2 tsp. Margarine
Salt

EVENING

3 oz. Sliced Turkey
½ c. Mashed Potatoes
½ c. Green Beans
½ c. Lite Peaches
2 slices Bread
1 tsp. Mayonnaise
Salt

MID-MORNING

2 Tbsp. Peanut Butter
1 sl. Bread
½ c. Lite Fruit

MID-AFTERNOON

½ c. Cottage Cheese
½ c. Lite Fruit
6 Vanilla Wafers
1 c. Milk

BEDTIME

2 oz. Cheese
12 sq. Crackers
1 c. Milk

References:

American Dietetic Association: Manual of Clinical Dietetics, 6th Edition, 2000.



REFLUX DIET

PURPOSE: The reflux diet described in this manual was created for prisoners who have hiatal hernia, esophageal varices, and/or reflux esophagitis who may require elimination of foods which cause a decrease in lower esophageal pressure and/or have an irritating effect on the esophageal mucosa.

NOTE: not indicated for episodic heartburn.

INDICATED USES: The reflux diet may be indicated in cases of hiatal hernia, esophageal varices, and/or reflux esophagitis where symptoms have not been controlled using other lifestyle modifications and an adequate trial of pharmaceutical intervention, necessitating a restriction on foods which cause a decrease in the lower esophageal sphincter pressure and/or have an irritating effect on the esophageal mucosa. Weight reduction if needed is encouraged as well as smoking cessation and compliance with antacids. Overeating and eating before bedtime is discouraged. The reflux diet is not indicated in cases of gastrointestinal ulcer disease in the healing or remission stages, acute gastritis or other gastrointestinal diseases. The diet does not restrict roughage or fiber and should not be used when residue control is desired.

DESCRIPTION: The reflux diet restricts foods which have been documented to cause decreased lower esophageal pressure and/or have an irritating effect of the esophageal mucosa. The diet will also restrict fat to 50-55 grams daily as fat decreases the lower esophageal pressure.

Foods to avoid include:

Alcohol	Chocolate, cocoa	Peppermint, spearmint
Any caffeinated beverages	Citrus juice or fruit	Soft drinks with caffeine
Cayenne Pepper	Coffee	Tea
Carbonated beverages	Gravy	Tomatoes/tomato products
Chili powder	Excessively fatty foods	

The diet will be served in three moderate sized meals. Menus will be adjusted to provide additional calories if indicated. Snacks are not considered to be therapeutic for reflux and in many cases are contraindicated.

ADEQUACY: The reflux diet will contain less than the 2600 calories served in the regular diet.

ORDERING PROCEDURE: The diet order need only read "Reflux diet" and the above diet will be served. The diet should only be ordered in cases of documented hiatal hernia, esophageal varices, and/or reflux esophagitis.



TYPE OF FOOD

FOODS ALLOWED

FOODS TO AVOID

Beverages

Postum, fruit juice or drinks other than citrus; skim milk and low fat (1/2%) milk, decaffeinated coffee

Coffee, tea, cocoa, any beverage containing chocolate; whole, 2% or condensed milk; cream, half and half; citrus juices; alcohol, and carbonated beverages

Breads

White, whole grain, rye breads; plain or graham cracker; muffins, hard rolls, buns

Donuts, sweet rolls

Cereal

All cereal except those to be avoided

Granola cereal with nuts and/or coconut

Desserts

Sherbet; custard and puddings made with skim milk, jello, vanilla wafers

Any dessert containing chocolate; pie and other rich pastry desserts; ice cream, cakes, cookies

Fats

Limit to 3 tsp daily
Butter, margarine, cream, cream cheese, sour cream, mayonnaise, vegetable oil, salad dressing

Any fat in excess of 3 tsp. daily. Regular gravy, cream sauces, fried foods, lard, heavy cream

Fruit

All fruits and juices except those to be avoided

Oranges, orange juice, grapefruit, grapefruit juice, pineapple-orange juice, avocados, any fruit with whipped cream and/or nuts

Meat & Meat Substitutes

Limit all meat to 6-7 ounces cooked weight per day. Trim all visible fat. Lean beef, pork, veal, liver, ham, fish, poultry, water packed tuna, salmon; cottage cheese and mozzarella cheese; low fat yogurt made with allowed fruits; peanut butter; eggs, 3 per week any style except fried

Fatty meats, all fat on meat, all fried meats, sausage, bacon, frankfurters, bologna, salami, fish canned in oil, duck, geese, ham hocks, corned beef, spare or short ribs, creamed meat dishes; whole milk cheese and yogurt; fried eggs; high fat lunch meats



<u>TYPE OF FOOD</u>	<u>FOODS ALLOWED</u>	<u>FOODS TO AVOID</u>
Potatoes & Substitutes	Any potato, rice or pasta; dried peas or beans, any other except those to be avoided	Fried or French fried potatoes, hash browns, potato chips and sticks, creamed potato dishes unless prepared with low fat milk.
Soups	Fat free broth based soups, bouillon, consommé, cream soup if made from skim milk, except tomato	Tomato soup, high fat cream soups
Sweets	Sugar, jam, jelly, honey, syrup, molasses, hard candy, marshmallows	Chocolate, creamy candy, any candy with nuts, coconut or chocolate
Vegetables	Any cooked or raw vegetable or juice except those to be avoided	Tomatoes, tomato juice, V-8 juice, tomato sauce and puree
Miscellaneous	Salt, all spices and condiments except those to be avoided, black & white pepper as tolerated, fat-free gravy	Cayenne pepper, chili powder, hot sauce or red pepper sauce, barbeque sauce, hot peppers, meat sauce and gravy, olives, nuts, snack chips, coconut

SAMPLE MEAL – REFLUX DIET

<u>BREAKFAST</u>	<u>NOON</u>	<u>EVENING</u>
½ c. Apple Juice 1 Boiled Egg 2 sl. Toast ¾ c. Cereal 1 tsp. Margarine 1 pkt. Jelly 1 c. Skim Milk	3 oz. Roast Beef 1 c. Mashed Potato ½ c. Carrots ½ c. Tossed Salad 2 Tbsp. Diet Dressing 1 ea. Dinner Roll 1 tsp. Margarine ½ c. Canned Fruit 1 c. Sweetened Beverage	1 c. Soup / 6 Saltines 3 oz. Sliced turkey ½ c. Green Beans ½ c. Marinated Vegetables ½ c. Canned Peaches 2 sl. Whole Wheat Bread 1 tsp. Margarine 1 c. Skim Milk



References:

American Dietetic Association: Manual of Clinical Dietetics, 6th Edition, 2000.

Department of Health and Human Services, Public Health Service, National Institutes of Health.
"Gastroesophageal Reflux Disease." NIH Publication NO> 97-882, September 1994.

DeVault KR, Castell DO. Updated Guidelines for the Diagnosis and Treatment of Gastroesophageal Reflux Disease. *Am J Gastroenterol* 1999;94: 1434-1442.

Stenson, WF. The Esophagus and Stomach. In: Shils M, Olson J, Shike M, Ross AC, eds. Modern Nutrition in Health and Disease. 9th ed. Philadelphia, PA: Williams and Wilkins, 1999.



REGULAR DIET WITH SMALL FEEDING SNACKS

PURPOSE: For prisoners who need frequent small feedings, but do not need restrictions in fat or carbohydrate.

INDICATED USES: Frequent small-volume feedings may be of benefit for prisoners with limited volume capacity or who have problems which impair motility of food through the digestive tract.

DESCRIPTION: This diet does not restrict amounts of carbohydrates or fat. It is provided as three meals served on the regular meal line plus three-mid-meal snacks. The patient should be advised to eat smaller portions of the regular meal using the Food Pyramid as a guide. This diet is available at all MDOC facilities.

ADEQUACY: The diet is nutritionally adequate based on the RDA/DRI. In pregnancy, the diet will be inadequate in calcium.

ORDERING PROCEDURE: Order the diet as "Regular Diet with Small Feeding Snacks."

FOODS ALLOWED

All

FOODS TO AVOID

None

SAMPLE SMALL FEEDING SNACKS

MID-MORNING

2 Tbsp. Peanut Butter
2 sl. Bread
½ c. Lite Fruit

MID-AFTERNOON

2 oz. Cottage Cheese
12 Vanilla Wafers
½ c. Lite Fruit

EVENING

1 oz. Cheese
12 sq. Crackers
½ c. Juice

References:

American Dietetic Association: Manual of Clinical Dietetics, 6th Edition, 2000.



MODIFICATIONS IN CARBOHYDRATES AND CALORIES



DIABETES DIET

PURPOSE: The goals in treating Diabetes Mellitus are to maintain or achieve ideal body weight, provide a controlled, consistent food intake, as well as meet the nutritional needs of the prisoner.

INDICATED USES: Prisoners with diabetes should be referred to the dietitian for counseling in how to self-select an appropriate diet from the regular menu.

Prisoners who are not able to self-select from the regular meal line may have an individualized treatment plan as developed and recommended by the Registered Dietitian. Typically the criteria for those who are not able to self-select from the regular meal line are as follows:

1. Mentally compromised (retarded, dementia, etc.)
2. Non-English speaking
3. Illiterate
4. Health complications which require additional diet modifications (renal, etc.)

DESCRIPTION: The regular menu provides adequate choices for prisoners with diabetes to self-select their recommended diet. (See page 2.5 for the Standardized Healthy Choice Dietary Options). Education is offered to the prisoner to successfully accomplish this (See APA.04.07.101 in the MDOC Operating Procedure Manual). Carbohydrate counting will be the preferred method of self-selection. However, this will be modified if the prisoner's individual treatment plan indicates another method would be more beneficial.

ADEQUACY: Diets less than 1200 Calories are likely to be deficient in thiamine, Folacin, Vitamin B-6, iron, magnesium and zinc. In pregnancy, a diet less than 1800 calories may be deficient in calcium and protein. All other self-selected diets can be nutritionally adequate based on the RDA/DRI, depending on the prisoner's selections from the regular meal line.

ORDERING PROCEDURE: For all prisoners with diabetes, a referral to the Registered Dietitian must be made to start education in how to self-select from the regular meal line. If the treatment plan changes to include insulin, a referral must be made to the dietitian. Refer to APA 04.07.101.

Per APA 04.07.101, all prisoners with diabetes on insulin who self-select from the regular line should be ordered a Diabetes HS snack. If snacks other than HS are needed, it is necessary to specify this modification on the order.

All prisoners who are receiving insulin should receive their meals at regular and consistent times. Those prisoners receiving fast acting insulin may need to have other adjustments to their meal times. Preferred time following injection should not exceed 30 minutes for most patients.



CARBOHYDRATE COUNTING FOR GLUCOSE CONTROL

Per APA 04.07.101, prisoners with diabetes are taught self-management of diabetes, which includes learning to select their meals from the regular menu. Carbohydrate counting educational materials developed by the MDOC dietitians are available to help achieve this goal. Upon completion of CHJ-248, the dietitian will make a recommendation to discontinue the therapeutic diet meals as appropriate.

The goal of carbohydrate counting for managing diabetes is to match the insulin (injected or endogenous) and the dietary carbohydrate. Research has documented that very little fat is converted to blood glucose, and that only a small amount of protein is slowly converted to blood sugar. However, 95% of carbohydrate is converted to glucose within 1 ½ hours following a meal. Therefore, carbohydrate is the primary nutritional factor in blood sugar control. A system which results in consistent, appropriate carbohydrate intake can help prisoners with diabetes achieve blood glucose control in optimal ranges. Carbohydrate counting is one such system which has the added advantages of being simple to use and flexible. These qualities can improve prisoner adherence to the nutritional care plan.

When counseling prisoners in carbohydrate counting, it is important to guide the prisoner toward healthy, low fat choices to achieve other nutritional goals such as adequate nutrition, weight control, and hyperlipidemia goals. The dietitian should also be aware of other factors which can affect digestion and/or metabolism and ultimately alter the glycemic response of a meal such as:

- Fat, fiber, or protein content of meal
- Timing of meals
- Individual sensitivity to a particular food
- Foods known to have a higher glycemic response than other foods of equal carbohydrate value
- Exercise patterns.
- Timing of diabetes medications
- Gastroparesis
- Injection site of insulin

These factors should be considered when investigating the cause of high or low blood sugars which seem unrelated to carbohydrate intake.

The Carb Counting Meal Plans which follow give meal plans for various calorie levels.

References:

American Dietetic Association. Manual of Clinical Dietetics, 6th Edition. 2000.

Mahan, L. and Escott-Stump, S, Eds. Krause's Food, Nutrition & Diet Therapy. W.B. Saunders Company, Philadelphia, 1996.

Shils, M, Olson, J, Shike, M, and Ross, A, Eds. Modern Nutrition in health and disease 9th edition. Williams & Wilkins, Baltimore. 1999.



CARB COUNTING MEAL PLANS

Calorie levels	1200	1500-1800	2000-2200	2400-2600	2800-3000	3500
<u>Breakfast</u>						
Carb choices	3 (45gm)	4 (60gm)	6 (90gm)	7 (105gm)	8 (120gm)	8 (120gm)
Meat	1	1	1	1	1	1
Fat	1	1	1	2	2	2
<u>Noon</u>						
Carb choices	3 (45gm)	5 (75gm)	6 (90gm)	6 (90gm)	7 (105gm)	7 (105gm)
Low Carb veg.	1 (5g)	1 (5g)	1 (5g)	1 (5g)	2 (10g)	2 (10g)
Meat	2	2	2	3	3	4
Fat	0	1	2	2	2	3
<u>Evening</u>						
Carb choices	3 (45gm)	4 (60gm)	5 (75gm)	6 (90gm)	8 (120gm)	8 (120gm)
Low Carb veg.	2 (10gm)	2 (10gm)	2 (10gm)	2 (10gm)	2 (10gm)	2 (10gm)
Meat	2	3	3	3	4	4
Fat	1	1	2	2	2	3
<u>Night Snack</u>						
Carb choices	1 (15gm)	2 (30gm)	2 (30gm)	3 (45gm)	3 (45gm)	5 (75gm)
Meat	0	0	1	1	1	1
<u>Mid-pm snack for 3500</u>						
Carb choices						4 (60gm)
Meat						1



DIABETES FOOD REPLACEMENT
(For Uneaten Carbohydrate)

1. Approximate the number of uneaten fruits, starch, and/or milk exchanges. (Meat, vegetable, fat replacement not necessary.)
2. Total the corresponding grams using the following:

1 FRUIT = 15 grams
 1 STARCH = 15 grams
 1 MILK = 12 grams

3. Select an appropriate replacement according to the total:

0-10 grams
No replacement

11-20 grams										
Choose one:										
<table style="width: 100%;"> <tr> <td>a) Apple or orange juice, ½ c.</td> <td>e) Milk, 1 c.</td> </tr> <tr> <td>a) Cranberry juice, 1/3 c.</td> <td>f) Vanilla wafers, 6</td> </tr> <tr> <td>b) Regular jello, ½ c.</td> <td>g) Graham crackers, 3 sq.</td> </tr> <tr> <td>c) Regular or low salt saltines, 6 sq.</td> <td>h) Regular Kool-Aid, ½ c.</td> </tr> <tr> <td>d) Ice cream, ½ c.</td> <td></td> </tr> </table>	a) Apple or orange juice, ½ c.	e) Milk, 1 c.	a) Cranberry juice, 1/3 c.	f) Vanilla wafers, 6	b) Regular jello, ½ c.	g) Graham crackers, 3 sq.	c) Regular or low salt saltines, 6 sq.	h) Regular Kool-Aid, ½ c.	d) Ice cream, ½ c.	
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a) Cranberry juice, 1/3 c.	f) Vanilla wafers, 6									
b) Regular jello, ½ c.	g) Graham crackers, 3 sq.									
c) Regular or low salt saltines, 6 sq.	h) Regular Kool-Aid, ½ c.									
d) Ice cream, ½ c.										

21-30 grams												
Choose one:												
<table style="width: 100%;"> <tr> <td>a) Apple or orange juice, ¾ c.</td> <td>f) Vanilla wafers, 10</td> </tr> <tr> <td>b) Cranberry juice, ½ c.</td> <td>g) Graham crackers, 5 sq.</td> </tr> <tr> <td>c) Regular jello, ¾ c.</td> <td>h) Sherbet, ½ c.</td> </tr> <tr> <td>d) Regular or low salt saltines, 10 sq.</td> <td>i) Unsweetened cereal, ¾ c. & 1 c. milk</td> </tr> <tr> <td>e) Ice cream, ½ c. & 2 graham crackers</td> <td>j) Regular Kool-Aid, 1 c.</td> </tr> <tr> <td></td> <td>k) Regular pop, 1 c</td> </tr> </table>	a) Apple or orange juice, ¾ c.	f) Vanilla wafers, 10	b) Cranberry juice, ½ c.	g) Graham crackers, 5 sq.	c) Regular jello, ¾ c.	h) Sherbet, ½ c.	d) Regular or low salt saltines, 10 sq.	i) Unsweetened cereal, ¾ c. & 1 c. milk	e) Ice cream, ½ c. & 2 graham crackers	j) Regular Kool-Aid, 1 c.		k) Regular pop, 1 c
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e) Ice cream, ½ c. & 2 graham crackers	j) Regular Kool-Aid, 1 c.											
	k) Regular pop, 1 c											

31-40 grams				
Choose one:				
<table style="width: 100%;"> <tr> <td>a) Cranberry juice, ¾ c.</td> <td>c) Sherbet ½ c. & 1 graham cracker square</td> </tr> <tr> <td>b) Regular jello, 1 c.</td> <td>d) Graham crackers, 7 squares</td> </tr> </table>	a) Cranberry juice, ¾ c.	c) Sherbet ½ c. & 1 graham cracker square	b) Regular jello, 1 c.	d) Graham crackers, 7 squares
a) Cranberry juice, ¾ c.	c) Sherbet ½ c. & 1 graham cracker square			
b) Regular jello, 1 c.	d) Graham crackers, 7 squares			

41-50 grams		
Choose one:		
<table style="width: 100%;"> <tr> <td>a) Cranberry juice, 1 c.</td> <td>b) Sherbet, ½ c. & 3 graham cracker squares</td> </tr> </table>	a) Cranberry juice, 1 c.	b) Sherbet, ½ c. & 3 graham cracker squares
a) Cranberry juice, 1 c.	b) Sherbet, ½ c. & 3 graham cracker squares	



LIQUID DIABETES DIETS

CLEAR LIQUID

The diabetes clear liquid diet will be served as the standard clear liquid diet. (See page 3.2) The standard clear liquid diet will not contain adequate calories, protein or fat to meet the requirements of any diabetes calorie level. The diet is nutritionally inadequate. Adjustment can be made to provide adequate carbohydrate for the prisoner's needs. However, the health care provider should make adjustments to the prisoner's treatment plan as needed. The clear liquid diet should be utilized for as short an amount of time as is medically necessary for prisoners with diabetes. Frequent monitoring of blood sugars is recommended.

FULL LIQUID:

The diabetes full liquid diet will be served as the standard full liquid diet. (See page 3.4) Adjustment can be made to provide adequate carbohydrate for the prisoner's needs. However, the health care provider should make adjustments to the prisoner's treatment plan as needed. The standard full liquid diet contains less than 2900 calories, as served in the general diet. Frequent monitoring of blood sugars is recommended.



CARBOHYDRATE CONTROLLED DIET FOR GERIATRIC PRISONERS WITH DIABETES

PURPOSE: A more liberal approach to diet for the elderly with diabetes is encouraged in all institutional settings. Meal acceptance is usually better with fewer restrictions which in turn results in more satisfactory protein stores, improved skin integrity, and better hydration. Significant weight losses are also prevented when food acceptance is improved. There is no difference in glucose control with the more liberal approach since carbohydrate amounts are calculated and consistent from meal to meal.

INDICTED USES: The Carbohydrate Controlled Diet is to be used for those prisoners in geriatric units, infirmaries and hospitals where diets are not self-selected. The diet may also be indicated for the younger prisoner with diabetes who resides in one of these units. The Carbohydrate Controlled Diet is not intended for prisoners with diabetes who self-select from the main meal line and is not intended for weight reduction without a diagnosis of diabetes.

DESCRIPTION: The Carbohydrate Controlled Diet consists of three meals and a HS snack. The three meals are equal in carbohydrate consisting of 90 gm each meal. The HS snack consists of 45 gm carbohydrate. The diet includes a regular mainline dessert three to four times per week which is calculated into the total carbohydrate. Artificial sweetener, diet jelly, diet syrup and unsweetened beverages are used since these items are negligible carbohydrate.

ADEQUACY: The Carbohydrate Controlled Diet is adequate in all nutrients. It is approximately 2,400 calories, 90 gm protein, 315 gm carbohydrate. Adjustments can be made by the Registered Dietitian if indicated.

ORDERING PROCEDURE: The diet may be ordered as "Carbohydrate Controlled Diet" or "Carb Controlled Diet".

SAMPLE MEAL – CARBOHYDRATE CONTROLLED DIET FOR GERIATRIC PRISONERS WITH DIABETES

<u>BREAKFAST</u>	<u>NOON</u>	<u>SUPPER</u>	<u>SNACK</u>
½ c. Orange Juice	3 oz. Baked Chicken	¾ c. Meat Sauce	2 Tbsp. Peanut Butter
1 c. Oatmeal	2 Tbsp. Chicken Gravy	1 oz. Cheese	2 sl. W.W. Bread
1 ea Scrambled Egg	½ c. Mashed Potatoes	1 c. Spaghetti	½ c. Peaches
2 sl. W.W. Toast	½ c. Green Beans	½ cup Coleslaw	
1 c. Skim Milk	2 sl. W.W. Bread	2 sl. Italian Bread	
1 c. Coffee	2 ea. Cookies	1 pc. Fresh Fruit	
2 tsp. Margarine	1 c. Unsweetened Beverage	1 c. Skim Milk	
2 pkt. Diet Jelly	2 tsp. Margarine	2 tsp. Margarine	
2 pkt. Sugar Substitute	Salt, Pepper	Salt, Pepper	
Salt, Pepper			



References:

1. American Diabetes Association : Translation of the Diabetes Nutrition Recommendations for Health Care Institutions. *Diabetes Care*. Vol 26, Supplement 1, S70-S72, 2003.
2. American Diabetes Association: Management of Diabetes in Correctional Institutions. *Diabetes Care*, Vol 26, Supplement 1, S129-S130, 2003.
3. Guidelines for Diabetes Care in Long Term Care Facilities. Third Edition, 1998. Long Term Chronimed, Inc. Box 47945, Minneapolis, MN 55447-9727.
4. Position of The American Dietetic Association: Liberalized diets for older adults in long-term care. *J Am Diet Assoc*. Vol 98:201-204, 1998.
5. Mooradian, AD: Caring for the Elderly Nursing Home Patient with Diabetes. *Diabetes Spectrum*, Vol 5:318-22, 1992.
6. Coulston AM, Mandelbaum D, Reaven, GM: Dietary Management of Nursing Home Residents with Non-insulin Dependent Diabetes Mellitus. *Am J Clin Nutr*. Vol 51: 76-71. 1990.



REACTIVE HYPOGLYCEMIA (FUNCTIONAL)

True reactive hypoglycemia is rare and is characterized by blood sugar below 50 mg/dl accompanied by symptoms such as sweating, shaking, rapid heart beat, piloerection, lightheadedness, confusion, or mental slowdown. Some individuals may exhibit blood sugars as low as 35 mg/dl without symptoms and these individuals should not be classified as having reactive hypoglycemia. Reactive hypoglycemia occurs one to four hours after food ingestion. Because many individuals exhibit chemical hypoglycemia without symptoms during a 5-hour glucose tolerance test, it is now recommended that a diagnosis should be based on low blood sugars, accompanied by symptoms and following a mixed meal.

Reactive hypoglycemia was a popular diagnosis and the subject of literature for the lay public in the recent past. This produced a large number of people who believed they were hypoglycemic. These individuals were advised to eat diets high in protein and fat and low in carbohydrates, including complex carbohydrates.

Current dietary recommendations are:

1. Provide adequate calories based on individual needs.
2. Complex carbohydrate restrictions are not necessary. Protein ingestion is encouraged with carbohydrate consumption.
3. Liquids of high sugar content should be avoided.
4. Food containing large amounts of refined sugars should be limited.
5. Some individuals may benefit from 5-6 feedings but this is not necessary for all.
6. Diet recommendations should be based on the individual's diet and medical history.
7. Care should be taken not to increase the amount of saturated fat and cholesterol while increasing protein.
8. Caffeine should be avoided.

Prisoners who have blood sugars below 50 mg/dl while experiencing symptoms following a mixed meal should be referred to the dietitian for counseling and recommendations for dietary management.

References:

American Dietetic Association. Manual of Clinical Dietetics, 6th Edition, 2000.

Betteridge, D.V. Reactive Hypoglycemia. *British Medical Journal*. 295:286, 1987.

Foster, D.W. and A.H. Rubenstein. Hypoglycemia, Insulinoma and Other Hormone Secreting Tumors of the Pancreas. In Harrison's Principles of Internal Medicine. 11th Ed. (Brunwald, E., et. al. Editors), New York: McGraw Hill Book Co. 1987



WEIGHT MANAGEMENT

PURPOSE: Scientific literature indicates that the most successful and medically safe method of losing body weight is to limit calorie intake to a level below that necessary for maintenance of desirable body weight and by following a well-balanced general diet limited in fats and sweets. Theoretically, a reduction of 3500 calories will result in a weight loss of one pound; therefore, a daily limitation of 500 calories below that needed to maintain ideal body weight will give an average weight loss of one pound per week, and a limitation of 1000 calories per day leads to two pounds per week average weight loss. It is recommended that for long-term weight loss, a goal of no more than two pounds per week is established. (Information on determining desirable weight is in the Appendix- 12.3- 12.5). Individual calorie requirements can be established by using the Harris-Benedict equation which has been adjusted for obesity (see "Basal Energy Expenditure (BEE), page 12.6 in the Appendix) or by the formula on page 12.7 of Appendix.

INDICATED USES: The diet is designed to be used for reduction of body weight.

DESCRIPTION: Successful weight loss and weight maintenance must be achieved by a combination of dietary modification, changes in eating behaviors, and regular exercise. Any prisoner, for whom weight loss is indicated, should be referred to the dietitian for weight reduction counseling and follow up. During counseling, information will be provided on eating selectively from the regular menu and from the prisoner store, along with other aspects of successful weight loss and weight maintenance.

ADEQUACY: Calorie restrictive diets may be inadequate in some nutrients and the prisoner may be advised to purchase a multiple vitamin/mineral supplement. It is recommended that no person consume less than 1,200 calories per day.

ORDERING PROCEDURE: **Weight reduction diets are not available as a therapeutic diet.** The regular menu provides healthy, low calorie choices so that prisoners may self-select a lower calorie diet to lose weight. However, an order for diet counseling may be written for all patients for whom weight reduction is medically appropriate and who express a desire to lose weight. Weight reduction counseling may also be initiated by the prisoner completing a Health Care Request Form.



MODIFICATIONS IN FAT



LOW FAT DIET

PURPOSE: A low fat diet may be indicated in the treatment of gallbladder disease or malabsorption syndromes. Fat restriction may help to reduce symptoms related to fat ingestion.

INDICATED USES:

In Chronic Pancreatitis – a low fat diet may be used in conjunction with enzyme replacement in controlling pancreatic steatorrhea.

In Fat Malabsorption – fat malabsorption may occur as a complication of intestinal bypass surgery, short bowel syndrome, cirrhosis or gastrectomy. The need for fat restriction is established by tests for fecal fat.

In Gallbladder Disease – a low fat diet may be of benefit in the symptomatic patient with gallbladder disease. The purpose of the diet is to lessen fat-induced gallbladder contractions. There is little reason to restrict fat intake following gallbladder surgery.

DESCRIPTION: The low fat diet is modified to restrict dietary fat to an average of 40-60 grams per day. There is no restriction on the type of fat or dietary cholesterol. This is a moderately restricted diet which limits total fat to 15-20% of total calories. The diet restricts certain foods because of their high fat content such as fried foods and whole milk. The low fat diet does not restrict caffeine, spices, refined sugars or total calories. The diet is served in 3 meals.

ADEQUACY: The diet is nutritionally adequate based on the RDA/DRI except for pregnancy.

ORDERING PROCEDURE: This diet should be ordered as a “Low Fat Diet.” It should not be ordered if a diet low in cholesterol for hyperlipidemia is desired. It may be ordered in combination with many therapeutic diets but it is not compatible with high protein diets, diets for reactive hypoglycemia or higher calorie diabetes diets.

References:

American Dietetic Association. Manual of Clinical Dietetics, 6th Edition. 2000.

Grills, N. and M. Bosscher, Eds. Manual of Nutrition and Diet Therapy. New York: MacMillan Publishing Co., Inc. 1981.



<u>TYPE OF FOOD</u>	<u>FOODS ALLOWED</u>	<u>FOODS TO AVOID</u>
Beverages	Skim milk, buttermilk, carbonated beverages, fruit juice and fruit drinks, coffee, tea	Whole, 2% or 1% milk; chocolate or condensed milk in any form; hot chocolate or cocoa; cream, half and half, non-dairy creamers
Breads	White, whole grain, or rye bread; plain or graham crackers; hard rolls; buns; pancakes, muffins, waffles and biscuits if the fat allowance permits	Any bread product made with large amounts of fat or whole milk; sweet rolls, quick breads, donuts; cheese, bacon or buttered flavored crackers.
Cereals	Any except those to be avoided	Granola type cereal with coconut.
Desserts	Angel food cake, fruit, sherbet, jello, vanilla wafers, graham crackers	All other desserts, either homemade or mix, containing shortening, lard, butter, whole milk, cream, chocolate, coconut, whipped cream, or non-dairy topping; all ice cream and custard; all deep fried desserts, donuts, pastries, pies, cakes and cookies.
Fats	The following vegetable oils or margarine made primarily from these oils: corn, soybean, sunflower, cotton seed oil; mayonnaise, salad dressing; French, Italian or any oil based salad dressings, fat free gravy <u>Limit total fat servings to 3 tsp per day</u>	Cream cheese, sour cream, imitation sour cream, shortening, cream or cheese based salad dressings, coconuts, nuts, cream and cream substitutes, lard, bacon fat, gravy, any fat in excess of 3 tsp per day.
Fruit	All except those to be avoided	Avocado, any with whipped topping.
Meat & Meat Substitutes	<u>Limit all meat to 6-7 ounces cooked weight daily. Trim all visible fat.</u> Lean beef, pork, lamb, veal, ham, poultry (without skin*), fish, water packed tuna, salmon, cottage cheese, low fat cheeses, peanut butter, low fat yogurt	Visible fat on meat, any fried meat, short or spareribs, sausage, frankfurters, bacon, bologna, lunch meats, ham hocks, corned beef, duck, goose, poultry skin, chicken wings, canned meat, fish canned in oil, any whole milk cheeses, whole milk yogurt.



<u>TYPE OF FOOD</u>	<u>FOODS ALLOWED</u>	<u>FOODS TO AVOID</u>
Potatoes & Substitutes	Any potato, rice, pasta, dried peas or beans, except those to avoid.	Fried or French fried potato, potato chips or sticks, au gratin potatoes made with cheese or whole milk or fat in excess of daily allowance
Soups	Fat free broth based soups, bouillon, consommé, cream soups made with skim milk	Creamed soups made with whole milk.
Sweets	Sugar, jam, jelly, honey, syrup, molasses, hard candy, marshmallows	Any with chocolate or coconut, candy bars.
Vegetables	All except those to be avoided	Any buttered, creamed or fried vegetables
Miscellaneous	Salt, pepper, all spices and condiments; vinegar, flavorings, diet salad dressing, pretzels and non-buttered popcorn.	Coconut, olives, nuts, buttered popcorn, snack chips, any fried food.

* Poultry may be prepared with the skin left on. Indicate on menus to remove skin before eating.

SAMPLE MEAL – LOW FAT DIET

BREAKFAST

½ c. Orange Juice
 1 ½ c. Rice Krispies
 3 sl. Toast or Bread
 1 tsp. Margarine
 1 c. Skim Milk
 1 c. Coffee
 4 pkt. Sugar
 Salt, Pepper

NOON

3 oz. Beef Patty
 1 ½ c. Rice
 ½ c. Green Beans
 ½ c. Tossed Salad
 2 Tbsp. Diet Dressing
 1 pc. Fresh Fruit
 1 Bun
 1 tsp. Margarine
 1 c. Beverage
 Salt, Pepper

EVENING

3 oz. Sliced Turkey
 1 c. Mashed Potatoes
 ½ c. Carrots
 ½ c. Sliced Tomatoes
 ½ c. Canned Peaches
 3 sl. Bread
 1 tsp. Margarine
 1 c. Skim Milk
 Salt, Pepper

6.4



HYPERLIPIDEMIA DIETS (HLP DIETS)

Hyperlipidemia appears to be a significant risk factor for the development of coronary heart disease. Serum lipid levels may be lowered by decreasing the intake of total fat, saturated fat, cholesterol, and by achieving desirable body weight.

Prisoners with established vascular disease, significant risk factors for atherosclerosis, and/or serum cholesterol or lipoproteins outside the desirable range may be referred to the dietitian for counseling on self-selecting a low fat/low cholesterol diet from the regular meal line. **A hyperlipidemia diet is not available as a therapeutic diet tray.** The prisoner will be advised to self-select from the regular menu using the Standardized Healthy Choice Dietary Options, which are available at all MDOC facilities. The statewide regular menu will provide no more than 30% of total calories as fat and saturated fat will not exceed 10% of total calories. By using the "Standardized Healthy Choice Options" and occasionally the vegetarian choices, the prisoner will be able to select a diet which is even lower in total and saturated fat. The prisoner will be instructed and provided with educational materials on:

- o weight control
- o selecting lower fat foods
- o selecting healthy choices from the prisoner store
- o restricting refined sugars
- o changing risk factors such as smoking and inactivity

<u>TYPE OF FOOD</u>	<u>CHOOSE</u>	<u>LIMIT</u>	<u>AVOID</u>
MILK GROUP 2 servings daily	Skim milk, cottage cheese	2% milk; Mozzarella cheese (no more than 1 ounce per day)	Whole milk, non-dairy creamer, cream cheese, ice cream, ice cream bars, sour cream, milk shakes
MEAT GROUP LIMIT to 4 – 6 ounces daily	Poultry without skin; lean cuts of meat, trimmed; egg whites, baked fish, tuna in water	Limit to 3 oz/ day: Polish sausage Smoked sausage Turkey hot dogs Turkey lunch meats Remove skin and breading from fish and chicken Chicken salad, tuna in oil (drain well); hamburger, pork chops, Salisbury steak, peanut butter (limit to 2 Tbsp/ day)	Spam, corn beef, bacon, egg yolks (limit to 3 per week); canned roast beef



<u>TYPE OF FOOD</u>	<u>CHOOSE</u>	<u>LIMIT</u>	<u>AVOID</u>
FRUIT & VEGETABLE GROUP 5 or more servings each day	Fresh, frozen, canned, or dried fruits; fruit Juices; fresh, frozen or canned vegetables; pickles, sauerkraut, baked potatoes, mashed potatoes	Broccoli with cheese sauce; au gratin spinach, au gratin potatoes; carrot-raisin salad; coleslaw, potato salad, salads with added dressings or mayonnaise; scalloped potatoes, oven baked fries	French fries, tater tots, hash browns, potato chips, olives
GRAINS & BEANS GROUP 6 or more servings each day	Hot cereal, unsugared cold cereal; rice, plain pasta, saltine crackers, rye, wheat, & white, breads; pita bread, buns, rolls, bread sticks, graham crackers, lima beans, baked beans, pinto beans, kidney beans, black-eyed peas, split peas, pretzels	Kidney bean salad, macaroni salad, pancakes, waffles, biscuits, muffins, corn bread, quick breads such as banana bread; buttered toast, buttered bread, stuffing or dressing	Granola, pastry, nuts, seeds; snack crackers
MIXED FOODS These foods will add to more than one food group	Vegetable beef soup, vegetarian bean soup, chili & beans, spaghetti with meat sauce; tuna casserole; meatballs, meatloaf, sloppy Joe, Bar-B-Q beef, Chili mac, beef chop suey	Creamed vegetable soup, pizza, lasagna, macaroni & cheese; poultry stew; turkey a la king; vegetable beef stew; veal parmesan	
OTHER FOODS Foods in this group add calories and fat but little nutrition	Unsweetened coffee or tea; diet pop; jello	Sweets to limit for weight & triglyceride control: Regular pop, Koolaid, sugared tea, sugared coffee, orange drink, sherbet, gingersnaps, fig Bars, hard candy, sugar, honey, jelly & jam; apple butter; cocoa Fats to limit Margarine, salad dressing, mayonnaise, vegetable oil	Snack cakes, cakes, cookies, pies, cobblers, donuts, sweet rolls, candy bars, milk chocolate, sandwich spread, butter, gravy, tartar sauce, microwave popcorn; buttered or cheese popcorn; nachos, doritos, taco chips, potato chips, pork rinds, snack crackers, Ritz-type crackers, California mix; granola



SAMPLE MEAL – SELF-SELECTED FROM REGULAR LINE (1800 CAL)

BREAKFAST

½ c. Grapefruit Juice
¾ c Oat Rings Cereal
1 Biscuit
1 tsp. Margarine
1 c. Skim Milk
1 c. Coffee
2 pkts. Sugar Substitute

NOON

1 c. Spaghetti
½ c. Meat Sauce
½ c. Green Beans
½ c. Tossed Salad
2 Tbsp. Diet Dressing
2 sl. Whole Wheat Bread
1 tsp. Margarine
½ c. Applesauce
1 c. Unsweetened Beverage

EVENING

1 ½ c. Beef Stew
½ c. Rice
½ c. Coleslaw
½ c. Broccoli
1 pc. Cornbread
1 tsp. Margarine
1 c. Skim Milk

References:

American Dietetic Association. Manual of Clinical Dietetics, 6th Edition. 2000.

Counseling the Patient with Hyperlipidemia. Publication No. 70-06 1-A. Dallas, TX. American Heart Association. 1984.

Detection, Evaluation and Treatment of High Blood Cholesterol in Adults. NIH Publication No. 88-2926. National Institutes of Health. 1987.

Recommendations for Treatment of Hyperlipidemia in Adults. Publication No. 72-204-A. Dallas, TX. American Heart Association. 1986.



MODIFICATIONS FOR FOOD SENSITIVITIES



DIETS FOR FOOD SENSITIVITIES

Adverse reactions to foods can be classified into two different categories: Immune-mediated (food hypersensitivity and non-immune-mediated (food intolerance).

Immune-mediated (food hypersensitivity)

Food hypersensitivity, often called food allergy, is defined as an adverse food reaction due to an abnormal immune response. The immunologic reactions in food allergy are directed only toward the proteins in foods. Incidence of food hypersensitivity among adults is believed to be 1.5% to 2.5%, even though many more believe that they have an "allergy". Food hypersensitivity can be further subdivided in IgE, mediated and non-mediated.

Typically, the IgE-mediated food allergies are characterized by an acute onset of symptoms that usually involve the skin, respiratory, and/or gastrointestinal tract.

Cow's milk allergy is an IgE-mediated food allergy and would require a therapeutic diet. Diagnosis of these type of food hypersensitivities may include allergy testing involving prick-puncture skin tests (PST) and food-specific IgE antibody blood testing (RAST). The allergic response is characterized by the presence of large quantities of IgE antibodies in the blood. One of the many substances that is either released immediately or secreted shortly thereafter is eosinophil. Eosinophilia is generally a good indicator that an allergic reaction has occurred, more specifically an eosinophil absolute count. The absolute count can be obtained by multiplying the white blood count (WBC) with the eosinophil value. An example of this using a WBC of 6.0 and a eosinophil of 2.0 is $6,000 \times 2\% = 120$ *absolute count*. An absolute count over 400 is suggestive of allergy; a count greater than 700 is significant for reaction. Peripheral blood eosinophil concentration has a diurnal variability with levels lowest in the morning and highest at night, often demonstrating within-day physiologic variation of more that 40%.

Non-IgE-mediated are slower in onset and the symptoms are generally associated with the gastrointestinal tract. Celiac disease or gluten-sensitive enteropathy is a non-IgE-mediated immunologic reaction.

From time to time prisoners exhibit intolerances, either by gastrointestinal or other allergic symptoms to a food product. Generally, these sensitivities require no therapeutic modifications of the prisoner's diet. Usually the prisoner may simply avoid the food he knows to cause him distress. It is recommended that an allergy diet be ordered only in cases where avoidance of the allergen compromises the prisoner's nutritional status.



Non-immune-mediated (food intolerance)

Lactose Intolerance

The most common food intolerance exhibited in the prison population is Lactose Intolerance. It involves a deficiency of the enzyme lactase, which is needed to digest lactose (a milk sugar). Symptoms associated with this intolerance are gas, cramps, and bloating. **A lactose restricted diet should not be ordered as a therapeutic diet.** Lactase tablets should be prescribed, which will allow the prisoner to consume milk products and obtain the calcium and vitamin D necessary for adequate nutritional intake.

If diets for food sensitivities other than that contained in this manual are indicated, contact the dietitian prior to initiation of the diet order, so that individual arrangements can be made.

Reference:

A.C. Guyton, MD and J.E. Hall, PhD. Textbook of Medical Physiology, 10th Ed. Philadelphia; W.B. Saunders Comp. 2000.

American Dietetic Association. Manual of Clinical Dietetics, 6th Edition Nutrition Management. Food Hypersensitivities, Chap. 12. 2000.

Berman, B.A., MD and MacDonnell, K.F., MD. Differential Diagnosis and Treatment of Pediatric Allergy. Little, Brown and Comp. 1981.

Cahill, M. Illustrated Guide to Diagnostic Tests, 2nd Edition. Springhouse Corporation. 1998.

Moqbel, R. and Becker, A.B. Chapter 14: The Human Eosinophil. Wintrobe's Clinical Hematology. 1999.

Wallach, J., MD. Handbook of Interpretation of Diagnostic Tests. Lippincott-Raven. 1998.



MILK FREE DIET (FOR MILK ALLERGY)

PURPOSE: The milk free diet is designed to exclude foods containing milk or dairy products for prisoners with allergy to milk protein.

INDICATED USES: The diet is indicated for use in management of prisoners with demonstrated allergic reaction to milk proteins. It should not be used for prisoners with lactose intolerance or for prisoners who need a calcium restriction.

DESCRIPTION: This diet eliminates milk and products containing milk proteins. The two main groups of milk proteins are casein (which coagulates with either natural souring or rennet) and whey (which remains after removal of the casein). This diet is appropriate for allergy to either of these proteins.

ADEQUACY: The diet will be deficient in calcium, vitamin D and riboflavin. If this diet is to be used for an extended period of time, a supplement containing these nutrients is recommended. The diet will contain less protein than the regular diet but the protein intake will be adequate based on the RDA/DRI.

ORDERING PROCEDURE: Order this diet by the term "Milk Free Diet" only.

<u>TYPE OF FOOD</u>	<u>FOODS ALLOWED</u>	<u>FOODS TO AVOID</u>
Beverage	Coffee, tea, decaffeinated coffee, carbonated beverages, fruit juice and fruit flavored drinks.	Milk in all forms including: fluid milk, powdered milk, condensed, evaporated, chocolate, buttermilk, cocoa, milk derivative, milk powder, milk solids, malted milk; lactose free milk; goats milk
Breads	Any which contain no milk or milk products	Any breads, pancakes, biscuits, or rolls containing milk or milk products
Cereals	Any which contain no milk or milk products	Any containing milk or milk products
Desserts	All except those to be avoided	Ice cream, ice milk, sherbet, puddings, custard; desserts containing real cream, whipped cream, milk or milk products



<u>TYPE OF FOOD</u>	<u>FOODS ALLOWED</u>	<u>FOODS TO AVOID</u>
Fats	Oil, shortening, bacon, mayonnaise, mayonnaise type or oil based salad dressings; non-dairy creamers or whipped toppings containing no milk or milk products, milk free margarine	Butter, margarine, real cream or whipping cream, milk, cream or cheese based salad dressings, sour cream, cream cheese, half & half
Fruits	Any prepared without milk or milk products	None, except fruit dishes with real cream or whipped cream topping
Meat & Meat Substitutes	Any meat, fish, poultry, eggs, sausage, bacon, lunch meat, except those to avoid; peanut butter	All cheese, including cottage cheese; creamed meat or egg dishes; yogurt; processed meats with milk or milk products
Potatoes & Substitutes	Any potato, rice, pasta, dried beans or peas, except those to avoid	Any creamed potato, rice or pasta; any potato, rice, or pasta dish containing cheese, such as macaroni and cheese or au gratin potatoes; scalloped potatoes
Soups	Any broth or bouillon based soups not containing milk products	All creamed soups; chowders, bisques or others containing milk or milk products
Sweets	Any which contain no milk or milk products	Nougat, caramels, milk chocolate, fondants, or any that contain milk or milk products
Vegetables	Any vegetable except those prepared with milk or milk products	Creamed vegetables; or any containing milk or milk products
Miscellaneous	All spices, condiments, seasonings, flavorings, potato or snack chips, pretzels, popcorn, gravy, nuts, pickles	Any food containing milk, cream or cheese; white and cheese sauces, hollandaise sauce



LABEL READING GUIDELINES FOR MILK FREE DIET

In addition, foods that contain the following ingredients are excluded in a milk free diet:

Artificial butter flavor	Lactalbumin, lactalbumin phosphate
Casein	Lactoglobulin
Caseinates (ammonium, calcium, magnesium, potassium, sodium)	Lactose
Curds	Lactulose
Ghee	Quark (European cheese)
Hydrolysates (casein, milk protein, whey, whey protein)	Rennet casein
	Whey in all forms
	Simplese

- The ingredients lactic acid, lactylate, and lactate do not indicate the presence of milk protein.
- “D” on a label next to “K” or “U” indicates presence of milk protein.
- The designation “Parve” on food labels indicates that the product does not contain milk.

SAMPLE MEAL – MILK FREE DIET

BREAKFAST

1 c. Orange Juice
2 Scrambled Eggs (milk free)
1 c. Hot Cereal
4 sq. Graham Crackers
1 pkt. Jelly
1 c. Coffee
4 pkt. Sugar
Salt, Pepper

NOON

1 c. Spaghetti
¾ c. Meat Sauce
½ c. Tossed Salad
2 Tbsp. French Dressing
(milk free)
½ c. Green Beans
1 pc. Fresh Fruit
12 saltines
1 c. Koolaid
Salt, Pepper

EVENING

4 oz. Sliced Turkey
1 c. Mashed Potato (No Milk)
2 Tbsp. Gravy (No Milk)
½ c. Carrots
½ c. Coleslaw
1 pc. Fresh Fruit
12 Saltines
1 c. Fruit Juice or Koolaid
Salt, Pepper

Reference:

American Dietetic Association. Manual of Clinical Dietetics, 6th Edition. 2000.

Grills, N. and M. Bosscher, Eds. Manual of Nutrition and Diet Therapy. New York: MacMillan Publishing Co., Inc. 1981.



GLUTEN-FREE DIET

PURPOSE: To provide a diet which is free of gluten, a protein found in wheat, rye, oats and barley.

INDICATED USES: The gluten free diet is used in treating celiac disease which may also be referred to as celiac sprue, non-tropical sprue and gluten-sensitive enteropathy. The diet promotes healing of the small intestine, decreases symptoms of distention, flatulence, diarrhea, steatorrhea, weight loss and atypical symptoms such as growth retardation, chronic fatigue, pain, anemia and dermatitis herpetiformis (DH) rash.

DESCRIPTION: The diet eliminates all foods containing wheat, rye, oats and barley. Gluten is a general term given to the storage proteins (prolamins). The cereal prolamins that are toxic in celiac disease are gliadin in wheat, secalin in rye, hordein in barley, and avenin in oats. Long term/lifetime adherence to a gluten-free diet is recommended even in asymptomatic people who have celiac disease. A fat restriction and avoidance of lactose-containing foods may be needed if the initial symptoms are severe. Initial symptoms are considered to be severe if there is nausea, bloating, and diarrhea. Lactose intolerance is usually normalized with 2 to 3 months after following a gluten-free diet.

Symptoms and severity of the disease vary widely among prisoners. The most common manifestations are chronic iron deficiency anemia that is not corrected by iron therapy, chronic fatigue, weakness and often weight loss. Malabsorption of fat can result in steatorrhea, diarrhea and loss of fat-soluble vitamins, while malabsorbed carbohydrate and fat produce gas and a foul smell to the feces. Abdominal bloating, general wasting, edema, lactose intolerance and signs of other vitamin and mineral deficiencies are also common complications.

Any product that enters the digestive system must be gluten free. Ingredients on food and drug labels must be reviewed to determine if gluten-containing ingredients are present. The manufacturer can be contacted for product information if an ingredient list is not available. Many additives, stabilizers, and preservatives may contain gluten. Ingredients that are not specific such as flavorings, emulsifiers, stabilizers, vegetable or plant protein, and vegetable gums should be avoided.

ADEQUACY: Malabsorption of fat, calcium, magnesium, fat-soluble vitamins A, D, E, and K, folate, iron, and vitamin B12 can occur in severe untreated celiac disease. When severe malabsorption occurs, supplemental vitamins and minerals may be required while intestinal villi regenerate. Adequate amounts of most nutrients can be obtained from a well-balanced diet once the intestinal villi have regenerated. Villi recovery can take a few months to years in an adult with celiac disease.

Laboratory abnormalities in untreated celiac disease include low serum concentrations of iron, folate, calcium, phosphorus, and proteins and elevated alkaline phosphatase. Abnormal laboratory values involving vitamins and minerals usually return to normal levels without supplementation when there is a strict adherence to the gluten-free diet. Dermatitis herpetiformis is a form of gluten-sensitive enteropathy in which the skin is the major organ of involvement. Skin symptoms include bilateral blister-like papules, causing severe itchiness and burning on the arms, back, buttocks and other pressure areas. Individuals with dermatitis herpetiformis may not have gastrointestinal symptoms. Atrophy of the villi, if present, is usually much milder than in typical celiac disease.

ORDERING PROCEDURE: Order the diet as "Gluten-free Diet"



<u>TYPE OF FOOD</u>	<u>FOODS ALLOWED</u>	<u>FOODS TO AVOID</u>
Milk Products	Milk, cream, buttermilk, plain yogurt, cheese, cream cheese, processed cheese and processed cheese foods with allowed ingredients, cottage cheese	Malted milk
Grain Products		
Breads	Bread and baked products made from corn, rice, soy, arrowroot, pea flour, corn starch, potato starch, potato flour, whole-bean flour, tapioca, sago, rice bran, cornmeal, buckwheat, millet, flax, teff, sorghum, amaranth and quinoa	Breads and baked products containing wheat, rye, triticale, barley, oats, wheat germ, wheat bran, graham flour, gluten flour, durum flour, wheat starch, oat bran, bulgar, farina, wheat-based semolina, spelt, kamut, imported foods labeled "gluten free," which may contain ingredients not allowed, eg., wheat starch
Cereal	Hot: Cream of rice, soy cereal, hominy, hominy grits, brown and white rice, buckwheat groats, millet, cornmeal, and quinoa flakes. Cold: Puffed corn, puffed rice, puffed millet, rice flakes	Cereals made from wheat, rye, triticale, barley, and oats; cereals with added malt extract and malt flavoring
Pastas	Macaroni, spaghetti, and noodles from rice, corn, soy, quinoa, beans, potato, pea, or other allowed flours	Pastas made from wheat, wheat starch, and other ingredients not allowed
Miscellaneous	Corn tacos, corn tortillas	Wheat flour tacos, wheat tortillas
Meats and Alternatives	Fresh, frozen, canned, salted and smoked meat, fish and poultry; eggs; lentils, chickpeas, peas, beans, nuts, seeds, tofu, peanut butter	Commercial or preserved meats such as luncheon meats, frankfurters, sandwich spreads. Fish canned in vegetable broth containing hydrolyzed vegetable protein (HVP) or hydrolyzed plant protein (HPP) from ingredients not allowed; turkey basted or injected with HVP/HPP; breaded meat, fish or poultry or meat served with gravy made from wheat flour



TYPE OF FOOD

FOODS ALLOWED

FOODS TO AVOID

Fruit

Fresh, frozen, and canned fruit and fruit juices

Any thickened or prepared fruits; some fruit pie fillings

Vegetables

Fresh, frozen, dried and canned vegetables except those listed as excluded

Any creamed or breaded vegetables (unless allowed ingredients are used) canned baked beans; commercially prepared vegetables with cream or cheese sauce

Potatoes and Potato Substitutes

White or sweet potatoes; yams, hominy; plain potato chips; enriched or wild rice; rice noodles; pastas made with allowed flours; some Oriental rice or bean noodles

Barley; regular noodles, spaghetti, macaroni, and other pastas prepared with rye, wheat, oats, or barley flour; creamed or scalloped potatoes; commercial rice or pasta mixes

Soups

Homemade broth, gluten-free bouillon cubes, cream soups and stocks made from ingredients allowed

Soup made with ingredients not allowed; bouillon and bouillon cubes containing HVP or HPP

Fats

Butter, margarine, lard, vegetable oil, cream, shortening, homemade salad dressing with allowed ingredients

Commercial salad dressings containing gluten stabilizers

Desserts

Ice cream, sherbet, fruit ices, whipped toppings, egg custards, gelatin desserts, cakes, cookies, pastries made with allowed ingredients

Ice cream with ingredients not allowed; cakes, cookies, muffins, pies and pastries made with ingredients not allowed; ice cream cones, wafers and waffles

Condiments

Plain pickles, relish, olives, ketchup, mustard; tomato paste, pure herbs and spices, pure black pepper, all vinegars except malt vinegar; gluten free soy sauce

Soy sauce (made from wheat), mustard pickles (made from wheat flour), imitation pepper, malt vinegar



TYPE OF FOOD

FOODS ALLOWED

FOODS TO AVOID

Beverages

Tea; instant or ground coffee (regular or decaffeinated); cocoa, soft drinks, cider; distilled alcoholic beverages such as rum, gin, whiskey and vodka; wines and pure liqueurs

Beer, ale, and lager; cereal and malted beverages

Other

Sauces and gravies made with allowed ingredients; pure cocoa, pure baking chocolate, carob chips and powder; chocolate chips, monosodium glutamate, cream of tartar, baking soda, yeast, brewer's yeast, aspartame, coconut, plain popcorn, honey, jam, jelly, marmalade, corn syrup, molasses, sugar (brown and white), all vegetable gums (aracia, algin, carageenan, carob/locust bean gum, guar, methylcellulose, tragacanth, xanthan) except oat gum.

Sauces and gravies made from ingredients not allowed, such as HVP or HPP, oat gum, communion wafers, licorice; candies with ingredients not allowed.

SAMPLE MEAL – GLUTEN FREE DIET

BREAKFAST

1/2 c. Orange Juice
 1 1/2 c. Puffed Rice
 1/2 c. Cottage Cheese
 1 c. Milk
 1 c. Coffee
 4 pkts. Sugar
 1 pkt. Salt
 1 pkt. Pepper

NOON

5 oz. Baked Chicken
 2 pc. Fresh Fruit
 1/2 c. Mustard Greens
 1 c. Mashed Potatoes
 1/2 c. Kidney Bean Salad
 2 tsp. Margarine
 1 pkt. Salt
 1 pkt. Pepper
 1 c. Koolaid

SUPPER

5 oz. Plain Turkey
 1 cup Peaches
 1/2 cup Shredded Lettuce
 4 sl. Tomatoes
 1 cup Potato Salad
 1 pkt. Salt
 1 pkt. Pepper
 1 cup Milk 2%

References:

American Dietetic Association. Manual of Clinical Dietetics, 6th edition. 2000.



MODIFICATIONS IN PROTEIN



REGULAR DIET WITH HIGH PROTEIN, HIGH CALORIE SNACKS

PURPOSE: This diet is designed to furnish additional protein and food energy to prisoners with increased metabolic needs.

INDICATED USES: The high protein, high calorie diet should be prescribed for nutritional rehabilitation following debilitating disease or injury. It is indicated in diseases which increase protein or calorie needs. It is not indicated for elective muscle building. It is not necessary for individuals who are habitually below desirable weight for height but are in good health.

DESCRIPTION: All foods are permitted on this diet. It is provided as three meals on the regular diet with three mid-meal snacks. The three snacks will provide an additional 1600-1800 calories and 70-90 grams protein. The average total for regular meals plus three snacks is in excess of 4400 calories and 170 grams protein daily. This diet is available at all MDOC facilities.

ORDERING PROCEDURE: Order the diet as "Regular Diet with High Protein, High Calorie Snacks." Do not order this diet as "double portion" or "double meat." This diet is not compatible with low fat.

SAMPLE SNACK – HIGH PROTEIN, HIGH CALORIE SNACKS

MID-MORNING

1 pc Fresh Fruit
1 ½ c. Dry Cereal
1 c. 2% Milk
4 pkts. Sugar

MID-AFTERNOON

2 oz. Sliced Meat
4 sl. Bread
1 c. 2% Milk

EVENING

2 oz. Cheese
12 sq. Crackers
1 c. 2% Milk

Reference:

American Dietetic Association. Manual of Clinical Dietetics, 6th Edition. 2000.



PROTEIN-CONTROLLED DIET FOR LIVER DISORDERS

PURPOSE: To decrease serum levels of toxic nitrogenous breakdown products associated with depressed liver functions while providing calories and essential amino acids.

INDICATED USES: This diet is used in the treatment of hepatic disorders such as alcoholic liver disease, ascites, biliary and hepatic cirrhosis, and hepatic encephalopathy.

DESCRIPTION: Protein is restricted depending on the degree of liver failure. The Renal Exchange Lists will be used in calculating the protein content of the diet. Emphasis is placed on the use of proteins of high biological value such as eggs, meat, and milk. Every effort should be made to include adequate calories in the diet to minimize use of protein as an energy source. The low protein diet alone will contain no limitation in potassium, sodium, or fluid. It will be provided in 3 meals with an evening snack.

ADEQUACY: The diet will not meet the Recommended Daily Allowances for protein, calcium, iron, B complex vitamins, folic acid and Vitamin D. A vitamin supplement is recommended.

ORDERING PROCEDURE: The diet order should specify the number of grams of protein needed. May be ordered in combination with sodium and fluid restrictions as needed.

<u>TYPE OF FOOD</u>	<u>UNLIMITED FOODS</u>	<u>LIMITED FOODS</u>
Beverage	Fruit juice, Koolaid, carbonated beverages, tea, coffee, lemonade, popsicles	Milk and milk beverages
Breads & Cereals	None	Breads, cereals, pastas
Desserts	None	Ice cream, sherbet, jello
Fats	All	Nuts, cream cheese, milk gravy
Fruits	All fruits and juices	None
Protein Foods	None	Beef, lamb, veal, pork, poultry, fish, eggs, cheese, peanut butter, dried beans and peas
Sweets	Sugar, jam, jelly, syrup, honey, hard candy, jelly beans, gum drops, marshmallows	Candy bars, candy with nuts
Vegetable	Non-starchy vegetables	Starchy vegetables



SAMPLE MEAL – 40 GRAMS PROTEIN

BREAKFAST

1 c. Orange Juice
1 Scrambled Egg
¾ c Cereal
1 sl. Toast
3 tsp. Margarine
1 Tbsp. Jelly
½ c. 2% Milk
1 c. Coffee
4 pkts. Sugar

NOON

1 oz. Roast Beef
3 oz. Baked Potato
½ c. Green Beans
1 sl. Bread
3 tsp. Margarine
2 pc. Fresh Fruit
1 c. Koolaid

EVENING

1 oz. Sliced Turkey
½ c. Mashed Potato
½ c. Carrots
½ c. Coleslaw
1 c. Peaches
2 tsp. Margarine
6 Vanilla Wafers
1 c. Fruit Juice

SNACK

1 Banana
1 c. Cranberry Juice

Reference:

American Dietetic Association. Manual of Clinical Dietetics, 6th Edition. 2000.



RENAL DIET

Protein, Sodium, Potassium, Phosphorus and Fluid Controlled Diets

PURPOSE: The diet is designed to provide a controlled intake of protein, potassium, sodium, phosphorus, and/or fluid as needed in the treatment of each individual prisoner with renal insufficiency.

INDICATED USES: Acute or chronic renal failure.

DESCRIPTION: Due to the complexities of medical and treatment aspects of renal failure, each diet must be individualized with the dietary restrictions dependent upon the prisoner's blood and urine chemistries.

Dietary goals include:

1. Restrictions of protein, sodium, potassium, phosphorus and fluid as medically indicated.
2. Provision of adequate calories to prevent the breakdown of body protein.
3. Provision of the essential amino acids in sufficient amounts and combinations to maintain a positive nitrogen balance.
4. Provide all other essential nutrients in so far as possible.

All renal diets will be calculated on an individual basis by the dietitian using the Renal Exchange List, adapted from the National Renal Diet and published by the American Dietetic Association.

Since each case of renal failure is medically individual, it is not possible to develop a standard renal diet.

ADEQUACY: The renal diet, depending upon the levels ordered, is usually inadequate in ascorbic acid, iron and calcium. A diet of 50 grams protein or less is inadequate in protein based on the RDA/DRI. Most renal diets contain less than the 2800 calories served in the general diet.

ORDERING PROCEDURE: It is necessary to order a renal diet in its entirety exactly as desired in the following manner: protein in grams desired; potassium (K) and/or sodium (Na) in milligrams or milliequivalents desired (atomic weights 23 and 39 respectively); phosphorus in milligrams; and fluid in ml or cc's. It is helpful to indicate total daily intake of fluid.

Renal diets can be ordered in combination with some other therapeutic diets and if the combination compromises one or more restrictions ordered, the physician will be informed by the dietitian.

It is important to note that when one component of the renal diet is changed, it is necessary to reorder the complete diet.



Calculating Creatinine Clearance or Glomerular Filtration Rate (GFR)

A reciprocal relationship exists between serum creatinine and creatinine clearance. To estimate creatinine clearance, such factors as body weight, age and sex must be considered, since creatinine increases with body weight and musculature and decreases with age. The relationship between serum creatinine and creatinine clearance is not valid for patients receiving dialysis, patients with acute renal failure, or patients in a catabolic state and whose muscle mass is being destroyed.

Creatinine clearance is the most commonly used method to measure glomerular filtration rate. The Creatinine clearance can be estimated from the serum creatinine using the following formula:

MEN: Creatinine clearance = $\frac{\text{Wt (Kg)} \times (140 - \text{age})}{72 \times \text{serum creatinine}}$

WOMEN: Creatinine clearance = $0.85 \times \frac{\text{Wt (Kg)} \times (140 - \text{age})}{72 \times \text{serum creatinine}}$

GFR	*Appox. Amt of protein in diet
20-25	60-90 grams
15-20	50-70 grams
10-15	40-70 grams
5-10	35-40 grams
<5	Hemo/CAPD

*The amount of protein is based on 0.6 to 0.8 grams per kg of IBW. There is still controversy on the efficacy of a low protein diet with renal insufficiency especially if the diet is started when GFR is >25. More importantly is the control of blood pressure if hypertension is present, and the control of glucose in diabetes. The control of uremic symptoms is important also.



Nutritional Requirements of Renal Disease

Accepted Values by the Council on Renal Nutrition of the National Kidney Foundation

	HEMO	CAPD	NON-TX
PROTEIN⁽¹⁾	1.2 – 1.4 gm/kg >60% HBV	1.2 – 1.5 gm/kg >60% HBV	0.6 – 0.8 gm/kg >60% HBV
KCAL⁽¹⁾	30 – 35 kcal/kg	25 – 35 kcal/kg	35 – 50 kcal/kg
SODIUM	2 gm/day	2 – 4 gm/day	NAS (Individualize)
POTASSIUM	2 – 3 gm/day	3 – 4 gm/day ⁽²⁾	Not restricted until GFR < 10 cc/min
PHOSPHORUS⁽³⁾	12 – 15 mg/gm of protein in diet	12 – 15 mg/gm of protein diet	10 – 12 mg/gm of protein diet
FLUID	1000 cc + output	2000 cc + output (monitor weight)	Individualize

⁽¹⁾ Whether to use ideal body weight or actual body weight is a subject of controversy among experts in renal nutrition. However, the recommendation of the National Kidney Foundation Dialysis Outcome Quality Initiative for chronic renal failure is to use adjusted body weight for individuals whose edema-free body weight is outside the range of 90% to 115% of the median standard weight. The Adjusted Body Weight is calculated as follows:

Adjusted Body Weight = [(Current edema-free body weight – Ideal Body Wt.) x 0.25] + Ideal Body Wt.

⁽²⁾ In practice, it is rare to have to restrict potassium for CAPD. Many CAPD patients may need to take potassium supplements.

⁽³⁾ Control of phosphorus is very important, but is mainly achieved through phosphorus binders such as Renagel, Tums, or Phoslo. This in turn will help prevent elevated parathyroid hormone which is very important in the pre-dialysis and dialysis population.



RENAL EXCHANGE LIST
Adapted from the National Renal Diet

BREADS/CEREALS/STARCH CHOICES

Average per choice

Protein	Calories	Carbohydrate	Sodium	Potassium	Phosphorus
2 g	90 Cal	15 g	80 mg	35 mg	35 mg.

Breads and Rolls:

- Bread (French, Italian, raisin, light rye, sourdough, white)..... 1 slice
- Bagel ½ small
- Bun, hamburger or hot dog type ½
- Dinner roll or hard roll..... 1 small
- English muffin ½
- Muffin, no nuts, bran or whole wheat..... ½ small
- Pancake ♦ (High phosphorus) 1 small (1 oz)
- Pita or "pocket" bread..... ½ 6" diameter
- Tortilla, corn 2 - 6" diameter
- Tortilla, flour..... 1 6" diameter
- Waffle ♦ (High phosphorus)..... 1 small (1 oz.)

Cereals & Grains, Prepared without added salt:

- Cereals, ready to eat, most brands ♦ ¾ c.
- Puffed Rice 1 ½ c.
- Puffed Wheat 1 c.
- Cereals, cooked
- Cream of Rice or Wheat, Farina, Malt-O-Meal..... ½ c.
- Oat Bran or oatmeal, Ralston..... 1/3 c.
- Cornmeal, cooked ¾ c.
- Grits, cooked..... ½ c.
- Flour, all purpose 2 ½ Tbsp.
- Pasta (noodles, macaroni, spaghetti, cooked)..... ½ c.
- Pasta made with egg (egg noodles), cooked 1/3 c.
- Rice, white or brown, cooked ½ c.



BREADS/CEREALS/STARCH CHOICES (continued):

Crackers and Snacks:

- Crackers: Saltines, round butter.....4 crackers
- Graham crackers3 squares
- Melba toast.....3 oblong
- RyKrisp ♦3 crackers
- Popcorn, plain1 ½ C. popped
- Potato chips.....1 oz., 14 chips
- Tortilla Chips.....¾ oz., 9 chips
- Pretzels, sticks or rings ♦.....¾ oz., 10 sticks
- Pretzels, sticks or rings, unsalted.....¾ oz., 10 sticks

Desserts:

- Cake, angel food1 oz.
- Shortbread cookies.....3 cookies
- Sugar cookies.....3 cookies
- Sugar wafer2 cookies
- Vanilla wafer5 cookies
- Sweetened gelatin.....½ C

♦ = 1 salt choice

MEAT CHOICES:

Average per choice

Protein	Calories	Carbohydrate	Sodium	Potassium	Phosphorus
7 g	65 Cal	0 g	25 mg	100 mg	65 mg.

Prepared without added salt: (Weight without fat or bone, after cooking)

- Beef-fresh1 oz. cooked
- Chicken1 oz. cooked
- Pork-fresh1 oz. cooked
- Turkey.....1 oz. cooked
- Veal.....1 oz. cooked
- Fish (Catfish, cod, haddock, perch)1 oz. cooked
- Egg.....1
- Egg Substitute.....¼ c.
- Organ Meats.....1 oz. cooked
- Peanut Butter2 Tbsp.
- SF cheese1 oz.



HIGH SODIUM MEAT CHOICES:

Average per choice:

Protein	Calories	Carbohydrate	Sodium	Potassium	Phosphorus
7 g	65 Cal	0 g	275 mg	100 mg	65 mg.

Prepared with added salt:

- Beef-deli-style roast beef..... 1 oz.
- Pork – boiled or deli-style ham..... 1 oz.
- Poultry – Deli-style chicken or turkey..... 1 oz.
- Fish – Canned tuna, canned salmon, sardines 1 oz.
- Cottage cheese ¼ c.

MILK CHOICES:

Average per choice:

Protein	Calories	Carbohydrate	Sodium	Potassium	Phosphorus
4 g	120 cal	8 g	80 mg	185 mg	110 mg.

- Milk, whole, low fat (2%), skim..... ½ c.
- Chocolate Milk ½ c.
- Ice Milk or Ice Cream..... ½ c.
- Yogurt, plain or fruit flavored ½ c.
- Evaporated Milk ¼ c.
- Cream Cheese 3 Tbsp.
- Sour Cream 4 Tbsp.
- Sherbet 1 c.

FRUITS: ½ cup per portion unless otherwise indicated

Average per choice:

Protein	Calories	Carbohydrate	Sodium	Potassium	Phosphorus
0.5 g	70 Cal	15 g	0 mg	VARIES	15 mg

Low Potassium (70 mg. potassium average):

- Applesauce
- Blueberries
- Cranberries (1 c.)
- Cranberry Juice Cocktail (1 c.)
- Grape Juice
- Lemon (1/2)
- Papaya nectar
- Peach nectar
- Pears, canned
- Pear nectar

8.10



Medium Potassium (150 mg. potassium average):

- | | | |
|-------------------------|----------------------------|-----------------------------|
| Apple (1 small) | Grapefruit (1/2 small) | Pineapple, canned or fresh |
| Apple juice | Grapefruit Juice | Plums (1 med.) |
| Apricot nectar | Gooseberries | Raisins (2 Tbsp.) |
| Blackberries | Lemon Juice | Rhubarb |
| Cherries, sweet or sour | Mango | Strawberries |
| Figs, canned | Peach, canned | Tangerine (2 1/2" diameter) |
| Fruit cocktail | Peach, fresh (2" diameter) | Watermelon |
| Grapes (15 small) | | |

High Potassium (270 mg potassium average):

- | | |
|--------------------------------------|-----------------------------------|
| Apricots, canned or fresh (2 halves) | Nectarines (1 small, 2" diameter) |
| Apricots, dried (5) | Orange Juice |
| Cantaloupe, (1/8 small) | Orange (1 small, 2 1/2" diameter) |
| Dates (1/4 c.) | Papaya (1/2) |
| Figs, dried (2 whole) | Pear, fresh (1 medium) |
| Honeydew melon (1/8 small) | Banana (1/2 medium) * |
| Kiwi fruit (1/2 medium) | Prune Juice* |
| | Prunes, dried or canned (5)* |

VEGETABLES: 1/2 cup per portion unless otherwise indicated
Prepared or canned without added salt unless otherwise indicated

Average per choice:

Protein	Calories	Carbohydrate	Sodium	Potassium	Phosphorus
1 g	25 Cal	5 g	15 mg	VARIES	20 mg

Low Potassium (70 mg potassium average):

- | | | |
|-------------------------|----------------------|-------------------------------|
| Alfalfa Sprouts (1 c.) | Chinese cabbage, raw | Escarole |
| Asparagus (4 spears) | Chard, raw | Lettuce, all varieties (1 c.) |
| Bamboo shoots, canned ♦ | Cucumber, peeled | Pepper, green, sweet |
| Beans | Endive | Water chestnuts, canned ♦ |
| Bean Sprouts | | Watercress |
| Cabbage, raw | | |



VEGETABLES (continued):

Medium Potassium (150 mg potassium average):

Artichoke	Mustard Greens
Broccoli	Onions
Cabbage, cooked	Peas, green (High Phosphorus)
Carrots, raw (1 small)	Radishes
Cauliflower	Sauerkraut◆◆◆
Celery, raw (1 stalk)	Snow Peas (High Phosphorus)
Collards	Spinach, raw
Corn (or ½ ear) (High Phosphorus)	Squash, summer
Eggplant	Turnip Greens
Kale	Turnips
Mushrooms, canned (High Phosphorus)	

High Potassium (270 mg potassium average):

Avocado (1/4 whole)	Tomato Juice, canned with salt◆
Beets	Tomato Puree (2 Tbsp.)
Brussels sprouts (High Phosphorus)	Tomato Sauce (1/4 c.)
Celery, cooked	Vegetable Juice Cocktail, unsalted
Kohlrabi	Vegetable Juice Cocktail◆◆
Mushrooms, fresh cooked (High Phosphorus)	Bamboo shoots, fresh cooked ●
Okra (High Phosphorus)	Beet greens (1/4 c) ●
Parsnips (High Phosphorus)	Chard, cooked●
Pepper, chili	Chinese cabbage, cooked●
Potato, boiled or mashed	Potato, baked (1/2 med)●
Pumpkin	Potato chips (1 oz., 14 chips)●
Rutabagas (High Phosphorus)	Spinach, cooked● (High Phosphorus)
Tomato (1 medium)	Sweet potato●(High Phosphorus)
Tomato Juice, unsalted	Tomato Paste (2 Tbsp)●
	Winter squash (1/2 C)●

- ◆ = High Sodium choice
- ◆◆ = Two High Sodium choices
- ◆◆◆ = Three High Sodium choices
- = Very High Potassium

FAT CHOICES:

Average Per Choice:

Protein	Calories	Carbohydrate	Sodium	Potassium	Phosphorus
0 g	45 Cal	0 g	55 mg	10 mg.	5 mg.

Unsaturated Fats:

- Margarine..... 1 tsp.
- Reduced Calorie margarine 1 Tbsp.
- Mayonnaise..... 1 tsp.
- Low-calorie mayonnaise..... 1 Tbsp.
- Oil (safflower, sunflower, corn, soybean, olive, peanut, canola)..... 1 tsp.
- Low Calorie Salad Dressing (Mayonnaise type)..... 2 Tbsp.
- Low Calorie salad dressing (oil type) ♦..... 2 Tbsp.
- Tartar Sauce..... 1 ½ tsp.

Saturated Fats:

- Butter 1 tsp.
- Coconut..... 2 Tbsp.
- Powdered coffee whitener 1 Tbsp.
- Solid shortening..... 1 tsp.

- ♦ = High Sodium choice
- ♦♦ = Two High Sodium choices
- ♦♦♦ = Three High Sodium choices
- = Very High Potassium

HIGH CALORIE CHOICES:

Average per choice:

Protein	Calories	Carbohydrate	Sodium	Potassium	Phosphorus
0 g	100 Cal	25 g	15 mg	20 mg	5 mg

Beverages:

- Carbonated beverages
 - Fruit flavors, root beer 1 c.
 - Colas or pepper type (High Phosphorus)..... 1 c.
- Kool-Aid 1 c.
- Limeade 1 c.
- Lemonade 1 c.
- Cranberry Juice Cocktail 1 c.
- Tang 1 c.



HIGH CALORIE CHOICES (continued):

Frozen Desserts:	
Fruit Ice	½ c.
Popsicle (3 oz)	1 bar
Juice Bar	1 bar
Sorbet	½ c.
 Candy and Sweets:	
Butter mints	14
Candy corn	20 or 1 oz.
Chewy fruit snacks	1 pouch
Cranberry sauce or relish	¼ c.
Fruit Chews	4
Fruit Roll Ups	2
Gumdrops	15 small
Hard candy	4 pieces
Honey	2 Tbsp.
Jam or Jelly or Marmalade	2 Tbsp.
Jelly beans	10
Lifesavers or cough drops	12
Marshmallows	5 large
Sugar, brown or white	2 Tbsp.
Sugar, powdered	3 Tbsp.
Syrup	2 Tbsp.

SALT CHOICES:

Average Per Choice: 250 mg Sodium

Salt	1/8 tsp.
Seasoned salt	1/8 tsp.
Barbecue sauce	2 Tbsp.
Bouillon	1/3 c.
Catsup or Chili Sauce	1 ½ Tbsp.
Dill pickle	1/6 large or ½ oz.
Mustard	4 tsp.
Olives, green	2 med. or 1/3 oz.
Olives, black	3 lg. or 1 oz.
Soy sauce	¾ tsp.
Light soy sauce	1 tsp.
Steak Sauce	1 ½ tsp.
Sweet pickle relish	2 ½ Tbsp.
Taco sauce	2 Tbsp.
Tamari Sauce	¾ tsp.
Teriyaki Sauce	1 ¼ tsp.
Worcestershire Sauce	1 Tbsp.



HIGH POTASSIUM SEASONINGS:

- Accent (600 mg potassium in 5g and 250 mg sodium/1 tsp)
- Adolph's Meat Tenderizer (2340 mg potassium/1 tsp)
- Morton's Lite Salt (1500 mg Potassium/1 tsp)
- No Salt salt alternative (2500 mg Potassium/1 tsp)

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MODIFICATIONS IN SODIUM



DIET AND LIFESTYLE CHANGES FOR HYPERTENSION

PURPOSE: To assist with blood pressure control.

USES: Diet consultation is provided on a referral basis for those prisoners with a diagnosis of hypertension, history of hypertension, or other risk factors.

DESCRIPTION: Dietary management of hypertension may include the following: controlling body weight, restricting dietary sodium intake, increasing physical activity, decreasing alcohol, quitting smoking and reducing caffeine intake. Other dietary recommendations may include increasing calcium, potassium, and magnesium and/or decreasing chloride.

CONTROLLING BODY WEIGHT: For overweight prisoners with hypertension, weight reduction with a goal weight within 15% of desirable weight is recommended. Blood pressure lowering can be detected with even a slight weight loss, as little as ten pounds. Maintenance of weight loss is essential to continue the positive effect on blood pressure.

RESTRICTING SODIUM INTAKE: It is estimated that 10 to 20% of the general population is sodium-sensitive and responds to alterations of dietary sodium intake. However, 60% of persons with hypertension are thought to be sodium-sensitive and may benefit from a sodium restricted meal plan. Individuals manifest a positive response to sodium reduction in varying degrees. Sodium reduction in some people has been shown to improve the effectiveness of certain hypertensive medications (i.e. diuretics, vasodilators, converting enzyme inhibitors and adrenergic inhibitors).

Individual consultation to reduce sodium intake by 1000 mg per day based on current diet history is recommended initially. Non-food substances such as antacids, seltzer-containing drugs, toothpaste, and chewing tobacco should be also identified.

INCREASING PHYSICAL ACTIVITY: Increasing physical activity has been shown to be beneficial in the control of blood pressure.

CALCIUM, POTASSIUM, MAGNESIUM: Other dietary factors possibly associated with hypertension include potassium, calcium and magnesium.

Since the 1980's, there have been a number of studies suggesting that potassium, calcium and magnesium can influence blood pressure response to dietary sodium. Studies suggest that restricting sodium chloride can lower blood pressure, provided these other electrolytes are also present in the diet in sufficient amounts. Those with sufficient intakes of these minerals appear to be able to consume the highest levels of sodium with minimal impact on blood pressure. It is recommended to eat a diet rich in low fat dairy products, fruits and vegetables to get adequate calcium, potassium and magnesium. Prisoners are encouraged to make use of the healthy choices available on the regular menu.



ADEQUACY: The diet is adequate in all nutrients but may be contraindicated in renal disease.

ORDERING PROCEDURE: Refer to dietitian for consultation. A complete nutritional history may be needed to identify contributing factors needed for diet and lifestyle changes.

References:

American Dietetic Association, Manual of Clinical Dietetics, 6th Edition, 2000.

American Heart Association: "High Blood Pressure Fact Sheet", 1996.

Levey WA, Manore MM, Vaughan LA, Carroll SS, VanHalderen L, Felicetta J. Blood Pressure Response of White Men with Hypertension to Two Low-Sodium Metabolic Diets with Different Levels of Dietary Calcium. *J Am Dietetic Assoc.* 1995; 95:1280-1287.

National High Blood Pressure Education Program, National Heart, Lung and Blood Institute, US Dept. of Health and Human Services, Public Health Service, National Institutes of Health. "The 1988 Report of the Joint National Committee on Detection, Evaluation and Treatment of High Blood Pressure" (DASH plan). Washington, DC; US Government Printing Office; 1988. NIH Publication 88-1088.

Sacks, F.M., MD, Svetkey, L.P., MD, Vollmer, W.M. PhD., et al. Effects on Blood Pressure of Reduced Dietary Sodium and the Dietary Approaches to Stop Hypertension (DASH) Diet. *N Engl J. Med.* 2001; 344: 3- 10.



SODIUM CONTROLLED DIETS

PURPOSE: To limit the amount of sodium consumed to prevent accumulation of fluid and/or promote a net loss of excess body water.

INDICATED USES: It is recommended that prisoners with hypertension be referred for counseling in "Diet and Lifestyle Changes for Hypertension" as the first step toward improved hypertension control. (See page 9.2 and 9.3). In addition, prisoners who are referred to the dietitian for hypertension will be counseled in how to decrease their sodium intake by 1000 mg. per day, by modifying their choices from the regular meal line and the prisoner store.

The 2 gram sodium diet is reserved for cases of congestive heart failure, advanced liver disease, renal disease, chronic edema, and refractory hypertension. When indicated, the 2 gram sodium diet is added to the treatment plan, after an appropriate regime of lifestyle modifications and adequate trial of pharmaceutical intervention has been tried.

DESCRIPTION: Many foods, especially meats, eggs and dairy products contain liberal amounts of naturally occurring sodium, so the sodium content of any diet varies with the calorie intake.

The following sodium levels are available:

No Added Salt Diet (N.A.S.) – The prisoner self-selects the N.A.S. diet from the regular line. The diet will average 3500 milligrams sodium. The prisoner should be instructed to not add salt or high salt seasonings at the table and to avoid low nutrition foods which contain high levels of sodium. This diet is available at all MDOC facilities and does not require a detail or accommodation notice.

2000 Milligram Sodium Diet – This diet order requires a therapeutic diet tray. No salt will be used in the preparation of foods prepared within the institutional kitchen. Some foods which contain salt, such as bread, margarine, and canned vegetables, will be included.

ADEQUACY: These diets are nutritionally adequate based on the current RDA/DRI except during pregnancy.

ORDERING PROCEDURE: Diets ordered "No Added Salt," "Low Salt," or "4000 mg Sodium," will be served on the regular meal line and the prisoner will be provided with information on limiting sodium in the diet. Diets ordered as "2 gm Na+," or "2000 mg Sodium," will be provided as a therapeutic diet.



NO ADDED SALT DIET

NOTE: This diet will be served as a Regular diet and the prisoner will be instructed to limit these foods and add no salt to meals.

<u>TYPE OF FOOD</u>	<u>FOODS TO LIMIT OR AVOID AS INDICATED</u>
Beverage	Buttermilk
Breads & Cereals	All crackers or rolls with salted tops, bacon or cheese flavored crackers
Fats	Bacon fat, salt pork, salted commercial salad dressings
Meat & Meat Substitutes	Bacon, ham, sausage, bologna, frankfurters, lunch meats, salt pork, chipped, dried or corned beef; salted, pickled, smoked or dried meat or fish; all regular canned meat or fish; cheese in excess of 1 ounce daily; all cheese spreads; anchovies
Potatoes & Substitutes	Potato chips and sticks; all snack chips
Soups	All regular canned soup, bouillon, broth based and dried soup mixes; cup-a-soup
Vegetables	Sauerkraut; regular canned tomato or V-8 juice
Miscellaneous	Salt, lite salt; celery, garlic, or onion salt; Accent, Lawry's and all seasoned salts; Worcestershire, soy, steak, barbeque and chili sauces; meat tenderizer, extracts, gravy made with salted meat base; pickles, olives, pickle relish, catsup, prepared mustard, horseradish, salted popcorn, pretzels, snack chips, salted nuts or seeds



2000 MILLIGRAM SODIUM DIET

NOTE: All foods are to be prepared without added salt

<u>TYPE OF FOOD</u>	<u>FOODS ALLOWED</u>	<u>FOODS TO AVOID</u>
Beverages	All milk products and milk based beverages (not to exceed 2 cups per day); coffee, tea, decaffeinated coffee, carbonated beverages, fruit drinks	Buttermilk; Dutch processed or instant cocoa; Gatorade; any milk beverage in excess of 2 cups daily
Breads	Regular white, whole wheat, rye bread; biscuits, waffles, French toast, muffins, pancakes, cornbread, rusk, dinner rolls and buns, graham crackers, plain crackers with unsalted tops	Bread or crackers with salted crusts or tops, any product made with self-rising flour
Cereals	All cooked hot cereal prepared without salt; puffed wheat, puffed rice, shredded wheat	Instant hot cereal; all other dry cereal
Desserts	Fruit, cookies, cakes, pies, jello, sherbet; ice cream, ice milk, custard (if deducted from milk allowance)	Any dessert made with self-rising flour; any containing salted nuts
Fats	Butter, margarine, mayonnaise, oil, vegetable shortening, unsalted salad dressing, cream, sour cream, cream cheese, unsalted nuts, avocado	Bacon, bacon fat, salt pork, salted salad dressing, olives, salted nuts
Fruits	All fruits and fruit juices	None
Meat & Meat Substitutes	Fresh or frozen unsalted beef, pork, veal, lamb, liver, poultry, fish; unsalted canned tuna or salmon; cottage or low sodium cheese, eggs (limit to 3 per week), unsalted peanut butter, regular peanut butter (limit to 1 T per day), yogurt (if deducted from milk allowance)	Bacon, ham, sausage, bologna, lunch meat, frankfurters, salt pork, chipped, dried or corned beef; salted, pickled, smoked or dried meat and fish; all regular canned meats or fish; all other cheeses and cheese spreads; anchovies, regular peanut butter in excess of 1 T daily; any meat or fish frozen or processed with salt



<u>TYPE OF FOOD</u>	<u>FOODS ALLOWED</u>	<u>FOODS TO AVOID</u>
Potatoes & Substitute	Any potato, rice, pasta, or dried peas or beans except those to be avoided	All potatoes processed with salt and commercial potato mixes, potato chips and sticks.
Soups	Low sodium canned soups, unsalted bouillon or broth bases, homemade soup prepared from unsalted base or stocks	All regular canned soups, bouillon, broth based and dried soup mixes; cup-a-soup, homemade soup prepared with salted base, salted stock or salt
Sweets	Any except those to be avoided	Chocolates and any candy with salted nuts
Vegetables	Any vegetable except those to be avoided	Sauerkraut, pickles; regular tomato or V-8 juice
Miscellaneous	Any seasoning except those to be avoided; vinegar, lemon juice, low sodium catsup or mustard; unsalted nuts, unsalted popcorn	Salt, lite salt; celery, onion, and garlic salt; Accent, Lawry's and seasoned salts; Worcestershire, soy, steak, barbeque and chili sauce; meat tenderizer, extracts and sauce; gravy made with salted meat base; pickles, olives, pickle relish, catsup, prepared mustard, horseradish; salted popcorn, pretzels, snack chips, any salted nuts or seeds



SAMPLE MEAL – 2000 MILLIGRAM SODIUM DIET

NOTE: S.F. indicates salt free or prepared without salt

BREAKFAST

½ c. Orange Juice
2 bx Puffed Rice
2 sl. Bread or Toast
2 tsp. Margarine
1 pkt. Jelly
1 c. Milk
1 c. Coffee
4 pkt. Sugar

NOON

4 oz. Ground Beef S.F.
1 c. Noodles S.F.
½ c. Tossed Salad
2 Tbsp. Diet Dressings
½ c. Green Beans
1 pc. Yellow Cake
2 sl. Bread
Margarine
1 c. Beverage
Pepper

EVENING

4 oz. Sliced Turkey S.F.
1 c. Mashed Potato S.F.
½ c. Carrots
½ c. Peaches
2 sl. Bread
2 tsp. Margarine
1 c. Milk
Pepper

References:

American Dietetic Association: Manual of Clinical Dietetics, 6th Edition. 2000.



NUTRITION SUPPORT



INFECTIOUS DISEASE

Infectious disease is a chronic disease syndrome which includes viral infections of the liver, hepatitis, and HIV. An individual's physical response to infectious disease varies due to many factors including heredity, health prior to infection and emotional reaction. Our goal in the MDOC is to help manage prisoners with chronic infectious disease so as to promote and maintain their optimum health.

Nutrition therapy includes an assessment of the prisoner's nutritional status through the collection of data including food intake patterns, weight history, present factors affecting food assimilation and calculated determination of caloric needs. Recommendations are made to help prisoners improve their diets either to enhance intake or to help re-establish GI "normalcy." For additional information refer to the sections on Diarrhea Management and Anorexia/Nausea Management (found in the Appendix).

Due to the reaction from many of the drugs used to treat HIV, dyslipidemia is often a concern. Lower fat diets should be recommended using low fat food choices on the regular meal line and in snack foods often purchased from the prisoner store. Weight management is also a lipid management tool, although weight loss is normally not a recommended outcome due to the physical stress it may cause.

The dietitian will assist in formulating a nutrition care plan individualized to meet the needs of prisoners with infectious disease. Additional calories may be provided by recommending prescribed snacks. The three standard snack orders available from all MDOC facilities are as follows:

- High Protein, High Calorie snacks
- Small Feeding Snacks
- Evening Snack (H.S. Snack)
- Low Fat Evening Snack

If a high fat snack is indicated due to nutrient/ medication interactions, the High Protein, High Calorie snack should be used.



ENTERAL NUTRITION SUPPORT

Enteral nutrition support includes both supplementation by mouth and feeding by means of a tube into the gastrointestinal tract. Commercially prepared formulas offer convenience, safety, and consistent nutrient content.

ORAL SUPPLEMENTS

Oral supplements are used for prisoners who are unable to meet nutritional needs through solid foods. When used in conjunction with an oral diet, nutritional supplements can be very helpful in meeting individual nutritional requirements. Indications for oral supplements are:

1. Impaired chewing.
2. Impaired swallowing.
3. Limited stomach capacity.
4. Nutritionally depleted in conjunction with any of the above 3 criteria.
5. Poor appetite due to medical reasons (not food preferences).
6. Dietitian's recommendation.

Formulas for use as supplements to oral diets should be selected based on:

1. Cost.
2. Acceptable taste.
3. Packaging appropriate for the correctional setting: without glass or metal and compact for storage such as liquid supplements in cardboard cartons or closed system plastic bags.
4. Lactose free.
5. Nutritionally complete within 2000 calories or less.
6. Caloric density equal to 1 kcal per ml or more.

ORAL SUPPLEMENTS

NUTRIENTS/SERVING 240 ml	RESOURCE	RESOURCE PLUS
Protein	9 gm	13 gm
Carbohydrate	40 gm	52 gm
Fat	6 gm	11 gm
Calories	250 Kcal	360 Kcal
Sodium	220 mg/9.6mEq	310mg/13.5mEq
Potassium	350 mg/9.0mEq	460 mg/11.8mEq
Volume to meet 100% RDI	1180 ml	946 ml



TUBE FEEDINGS

PURPOSE: To provide complete nutrition in a form that can be delivered through a tube into the gastrointestinal tract of prisoners in whom oral feeding is not tolerated or contraindicated.

INDICATED USES: Tube feedings are indicated for prisoners who cannot or will not eat. It is appropriate for prisoners with oropharyngeal/esophageal neoplasms, inflammation or trauma; prisoners in comatose or unconscious states or prisoners with stroke or paralysis; prisoners with severe anorexia; prisoners undergoing chemotherapy or radiotherapy.

CONTRAINDICATIONS FOR TUBE FEEDING: Gastrointestinal obstruction, paralytic ileus, intractable vomiting and severe diarrhea.

DESCRIPTION: A formula should be selected which provides one calorie or more per ml., is lactose free and provides approximately 10 grams of protein or more per 8 fl. oz. While formulas designed for oral intake can be used, they are higher in osmolality and not as well tolerated.

ORDERING PROCEDURE: The medical order should specify formula name, total volume for 24 hours, flow rate per hour, the required free water and frequency of tube flushes, and whether the feeding should be given continuous, bolus, gravity-fed, or pump-fed. A continuous feeding by pump is usually best tolerated. In some instances, it is advantageous to feed intermittently by pump as long as required volumes can be met. An example would be night time feeding only. This would need to be ordered as well.

GUIDELINES FOR ADMINISTRATION

Prevention of Aspiration:

1. Placement of the tube should be checked prior to formula administration by aspiration of gastric contents.
2. Head of bed should be elevated to at least 30°.
3. Check for gastric residuals before each intermittent feeding and every 2 to 4 hours during continuous feeding. It is not necessary to check for gastric residuals in prisoners receiving duodenal or jejunal feedings.
4. Hold feedings 1 to 2 hours if residual is greater than 100 ml for intermittent feedings or 20% greater than the flow rate of a continuous feeding (e.g. 120 ml at flow rate of 100 ml/hr).

Prevention of Bacterial Contamination:

Currently the Department of Corrections is using closed system feeding bags and pump sets. The current Novartis feedings used contain a microbial inhibitor. The closed system Novartis components don't need to be changed more often than every 48 hours, providing that care is taken to maintain sterility while spiking the bag. Check with the manufacturer if using other brands. The bags are pre-filled and not to be refilled. Medications given via the tube should be administered through the Y fitting.



Prevention of Clogging:

1. The tube should be irrigated with water every shift with sufficient volume to satisfy required water needs as specified in the medical order.
2. The tube should be flushed with 30 ml of water before and after administration of medications and after intermittent feedings.
3. Medications should not come in contact with the tube feeding product.

Monitoring Prisoners on Tube Feedings:

1. Weigh prisoner weekly.
2. Accurate recording of amounts of formula administered is essential. The amount should be recorded separately from other oral intake.
3. Prisoners should be observed for evidence of complications: bloating, nausea and vomiting; dehydration, and diarrhea.

Enteral Feeding Regimen Design:

1. Using the Harris-Benedict Equation, determine the energy needs. Calculate the protein requirements. (See Appendix)
2. Determine the volume of full-strength formula needed to meet the nutrition requirements.
Formula volume = total calorie requirement ÷ calories per ml in the formula.
3. Divide the volume of formula by the number of hours the prisoner is to receive the feeding to determine the desired hourly flow rate.
4. Determine the fluid requirements.
Daily basal fluid requirements for adults can be estimated as follows:
35 ml fluid / kg. body weight
5. Calculate the water content of the formula. Most commercial formulas contain approximately 80% free water.
Volume of formula x 80% = water content of formula
Total fluid requirement (-) water content of formula (=) ml of supplemental water needed.
6. Begin feeding at 60 ml per hour. After tolerating this level for 24 hours, increase to final rate ordered. Feedings are not to be diluted. With protein calorie malnutrition patients, start at 25 ml per hour and increase rate 25 ml every 12 to 24 hours, as tolerated.



TUBE FEEDING COMPLICATIONS

<u>SYMPTOMS</u>	<u>CAUSE</u>	<u>PREVENTION/THERAPY</u>
Diarrhea	Bolus Feeding	Change to continuous feeding
	Volume Overload	Decrease the amount
	Rapid Administration	Decrease rate
	Hyperosmolar formula	Change to lower osmolality. Start at a lower level (25 to 40 cc / hr) with increases every 12 to 24 hours
	Protein Calorie Malnutrition (PCM)	Use lower osmolality. Start at a lower rate (25 cc / hr) with increases every 12 to 24 hours
	Contaminated feeding	Observe hang time. Sterile technique when spiking feeding bag. Don't contaminate the spike needle.
	Medications	Change the type of medication. Change the time given. Use proper antidiarrheal medication.
Impaction/Constipation	Decreased bulk in diet	Change to a formula with more fiber
	Other	Consider possibility of lactose intolerance, fat malabsorption, feeding too cold and fear/anxiety.
	Inadequate water/Dehydration	Adequate water intake. Appropriate constipation medication. Consider medication side effects and change if possible. Check for fever. Check fluid intake and output: add free water if output is less than 500 – 1000 cc of total intake



<u>SYMPTOM</u>	<u>CAUSE</u>	<u>PREVENTION/THERAPY</u>
Nausea/Vomiting	Patient Position	Position patient with head elevated at least 30 to 45 degrees. Position on right side to facilitate passage of gastric contents through pylorus.
	Improper Tube Placement	Check the tube for placement by x-ray.
	Fast delivery system	Lower rate to previous rate; then advance over 12 to 24 hours.
	Hypertonic solution	Change the formula to lower osmolality.
Dehydration	Osmolality too high, diarrhea	Change the formula to lower osmolality.
Hypoalbuminemia	Levels less than 2.5 g/dl can result in peripheral and GI edema which can inhibit GI absorption	Start feeding at 25 ml per hour with increases every 12 to 24 hours.
Hyperglycemia	DM, metabolic stress, overfeeding	Medical evaluation for need of oral agent or insulin. Adjust caloric intake if needed.



ENTERAL FEEDINGS

Nutrients/liter	FIBER SOURCE	ISOSOURCE
Protein	43 grams	43 grams
Carbohydrate	170 grams	170 grams
Fat	39 grams	39 grams
Calories	1200 Kcal	1200 Kcal
Volume to meet 100% RDI	1165 ml	1165 ml
Fiber	10 gm	None
Water Content	815 ml	820 ml

References:

L.K. Mahan, MS, RD, CDE and S. Escott-Stump, MA, RD. Krause's Food Nutrition & Diet Therapy, 9th Edition. Philadelphia: W.B. Saunders Company. 1996.

American Dietetic Association: Manual of Clinical Dietetics, 6th Edition. 2000.

Erickson, Ann, R.D., M.A., C.N.S.D., Novartis Nutrition Study.

American Society for Parenteral and Enteral Nutrition (ASPEN): Standards for nutrition support for residents of long-term care facilities. Nutr. Clinical Prac. 4:148, 1989.



MISCELLANEOUS DIETS

11.1



FINGER FOOD DIET

PURPOSE: This diet eliminates the need for eating utensils which may be potentially harmful.

INDICATED USES: The diet should be used for those prisoners who are not able to use flat ware or plastic tray inserts, due to physical limitations or the possibility for self harm.

DESCRIPTION: This diet requires no utensils for eating. All foods are eaten with the fingers. Potentially harmful items such as plastic wrap and aluminum foil may be removed by the prisoner, under supervision if needed, and returned to custody staff. This diet is available at all MDOC facilities.

ADEQUACY: The diet is adequate in all nutrients based on the RDA/DRI. It may be modified by the dietitian to accommodate those prisoners who are vegetarian.

ORDERING PROCEDURE: The diet may be ordered as "Finger Food Diet."

SAMPLE MEAL – FINGER FOODS

<u>BREAKFAST</u>	<u>LUNCH</u>	<u>SUPPER</u>
¾ c. Cereal Mix	3 oz. Chicken, Boned	2 oz. Lunch Meat
2 sl. Whole Wheat Toast	6 ea. Carrot Sticks	1 oz. Sliced Cheese
1 ea. Pastry Item	2 sl. Whole Wheat Bread	1 ea. Lettuce Wedge
½ c. Orange Juice	2 ea. Corn Bread Muffin	4 ea. Tomato Slices
1 c. Coffee	1 ea. Fresh Fruit	1 ea. Fresh Orange
1 c. 2% Milk	3 oz. Cookies	12 ea. Vanilla Wafers
2 tsp. Margarine	1 c. 2% Milk	1 c. 2% Milk
2 pkts. Jelly	1 pkt. Mayonnaise	1 pkt. Mustard
2 pkts. Sugar		1 pkt. Mayonnaise



FOOD LOAF

The use of food loaf is an administrative action taken to maintain a clean and healthy environment. A prisoner housed in segregation may be immediately placed on food loaf if he or she is observed misusing food, serving trays or eating utensils.

The shift commander will notify Foodservice that the prisoner is to be fed food loaf starting at the next meal. Food loaf will be prepared by Foodservice using items on the regular menu. Foodservice will be notified of the need to combine a prisoner's therapeutic diet foods into food loaf form. If the loaf for a therapeutic diet cannot be prepared by the next meal, the prisoner will receive a sack lunch which meets the diet prescription. Medically prescribed liquid and pureed diets will not be given food loaf.

Food loaf will be delivered three times per day at a regular meal times. The only liquid provided will be water from the drinking fountain in the cell. A prisoner may remain on food loaf for up to two weeks.

If the prisoner is on a therapeutic diet, foodservice director or his/her designee should contact the dietitian for direction and appropriate recipes, if needed.

References:

Michigan Department of Corrections PD 04.05.125 Segregation Feeding for Disruptive Prisoners



DIETARY GUIDELINES FOR DECREASING THE RISK OF GOUT

LOW PURINE

Gout is the result of a disorder in the way the body handles substances called purines. Blood levels of uric acid, a product of purine breakdown, rises too high. Acute attacks of arthritis-like symptoms follow when the uric acid crystallizes into salts, which are deposited in body tissues, especially around joints.

Since the body can manufacture uric acid from other substances in our bodies besides purines, severe dietary restriction is not very effective. Medication is the usual treatment for gout.

A low purine diet is not served as a therapeutic diet. Prisoners may be referred to the dietitian for diet counseling on self-selecting from the regular meal line. The instruction will include recommendations to:

1. Increase fluid intake to two quarts per day. (Eight or more cups).
2. Achieve and maintain ideal body weight through a gradual weight loss program. (One to two pounds per week is a good goal). Encourage walking as tolerated.
3. Reduce foods with high purine content:

Sardines
Anchovies
Shrimp
Mackerel
Liver
Kidney
Gravy, bouillon, broth

Dried beans and pea products, such as:
Pork and beans, baked beans
Pinto Beans
Lima Beans
Navy Beans
Black-eyed peas
Pea Soup

4. Limit protein to one gram per kilogram ideal body weight. Prisoners will be encouraged to limit protein rich foods to the amount served on the regular meal line, and to avoid consuming protein rich foods and supplements from the store.
5. No alcohol is allowed.
6. Avoid prolonged periods of fasting and low carbohydrate diets.

References:

American Dietetic Association. Manual of Clinical Dietetics, 6th Edition. 2000.

Mahan, L. and Escott-Stump, S, Eds. Krause's Food, Nutrition & Diet Therapy. W.B. Saunders Company, Philadelphia, 1996.

Shils, M, Olson, J, Shike, M, and Ross, A, Eds. Modern Nutrition in Health and Disease, 9th Edition. Williams & Wilkins, Baltimore. 1999.



DIETARY GUIDELINES FOR CALCIUM OXALATE KIDNEY STONES

LOW OXALATE DIET

Dietary modifications to prevent kidney stones should be individualized based on the type and cause of stone formation. Prisoners may be referred to the dietitian for evaluation and individualized recommendations. The most effective change to prevent formation of renal calculi is for the prisoner to drink 12 cups of water spread throughout the day.

Vitamin C supplements are discouraged since this may lead to kidney stone formation.

Adequate intake of calcium is recommended for prisoners with a history of calcium stones. The calcium in the diet binds oxalate of dietary origin in the gut and prevents its absorption which decreases urinary oxalate load. However, calcium supplements may increase the risk for calcium stones. The prisoner should be encouraged to get adequate calcium from dietary rather than supplement sources.

Animal protein intake can increase the risk of stone formation by increasing the excretion of uric acid and calcium and lowering urinary citrate excretion. A moderate protein intake of 0.8 to 1.0 g/kg/d with an emphasis on plant protein sources over animal sources is encouraged.

The low oxalate diet is to aid in the prevention of calcium oxalate renal calculi. Although many foods have high levels of oxalate, only eight foods have been shown to actually raise urinary oxalate excretion. If these eight foods are eliminated, a low oxalate urinary output results.

A diet order for a "Low Oxalate Diet" will be served as the regular menu, with the prisoner to avoid the following foods:

Beets	Spinach
Chocolate	Strawberries
Nuts	Tea
Rhubarb	Wheat Bran

References:

American Dietetic Association. Manual of Clinical Dietetics, 6th Edition, 2000.

Mahan, L. and Escott-Stump, S, Eds. Krause's Food, Nutrition & Diet Therapy. W.B. Saunders Company, Philadelphia, 1996.

Shils, M, Olson, J, Shike, M, and Ross, A, Eds. Modern Nutrition in Health and Disease, 9th Edition. Williams & Wilkins, Baltimore. 1999.



APPENDIX

12.1

MDOC DIET MANUAL ABBREVIATIONS

ADA	American Diabetes Association or American Dietetic Association	mcg	microgram
BEE	basal energy expenditure	LF	low fat
bx.	box	MCT	medium chain triglyceride
c.	cup	mg.	milligram
Ca⁺⁺	calcium	Mg	magnesium
cc	cubic centimeter	mg/dl	milligram/deciliter
CHO	carbohydrate	ml	milliliter
cm.	centimeter	mOsm	milliosmole
DRI	Dietary Reference Intakes	Na⁺	sodium
ea.	each	NAS	no added salt
e.g.	for example	oz.	ounce
gm.	gram	P.	phosphorus
GI	gastrointestinal	pkt.	packet
HLP	hyperlipidemia	pro.	protein
hrs.	hours	RDA	Recommended Daily Allowance
HS	bedtime snack	RDI	Reference Daily Intake
IU	International Units	SF	salt free
K⁺	potassium	sl.	slice
kcal.	kilocalorie	sq.	square
kg.	kilogram	Tbsp.	tablespoon
lb.	pound	tsp.	teaspoon



DETERMINATION OF IDEAL BODY WEIGHT

Method 1 – Rule of Thumb Determination of Ideal Body Weight

Females: 100 lbs. for the first 5 feet plus 5 lbs. for every inch of height over 5 feet
 Males: 106 lbs. for the first 5 feet plus 6 lbs. for every inch of height over 5 feet

To adjust for frame size, add 10% for large frame and subtract 10% for small frame.

IDEAL BODY WEIGHT TABLE

HEIGHT	WOMEN	MEN
5'	90 – 110	95-117
5'1"	94 – 116	101 – 123
5'2"	99 – 121	106 - 130
5'3"	103 – 127	112 – 136
5'4"	108 – 132	117 - 143
5' 5"	112 – 138	122 - 150
5' 6"	117 – 143	128 - 156
5' 7"	121 – 149	133 - 163
5' 8"	126 – 154	139 - 169
5' 9"	131 – 159	144 - 176
5' 10"	136 – 165	149 - 183
5' 11"	139 – 171	155 - 189
6'	144 – 176	160 - 196
6' 1"	148 – 182	166 - 202
6' 2"		171 - 209
6' 3"		176 - 216
6' 4"		182 - 222
6' 5"		188 - 228
6' 6"		193 - 235
6' 7"		198 - 242



Method 2 – Body Mass Index (BMI)

BMI is the body weight in kilograms divided by the square of height in meters. BMI reflects the body's fat store both in obesity and underweight. A major limitation of using the BMI to classify obesity is that a small number of muscular individuals may be classified as being obese when they are not. Another limitation is that individuals with short legs may also have higher BMI values independent of fatness.

To calculate BMI without converting to meters and kilograms, use the following formula:

BMI = body weight in pounds divided by height in inches, divided by height in inches x 705

Guidelines for classifying BMI

BMI	Grades of Chronic Protein-Energy Malnutrition & Obesity
<13	Non-survival
<16	Grade III Chronic Energy Deficiency
16 – 16.9	Grade II Chronic Energy Deficiency
17.0 – 18.4	Grade I Chronic Energy Deficiency (compatible with normal health)
20 – 24.9	Optimum
25 – 29.9	Overweight
30 – 30.49	Grade I Obesity
35 – 40	Grade II Obesity
>40	Grade III Obesity

Reference for Method 1:

Pronsky, Z, MS, RD, FADA. Food Medication Interactions, 12th edition. Birchrunville, PA. 2002.

Reference for Method 2:

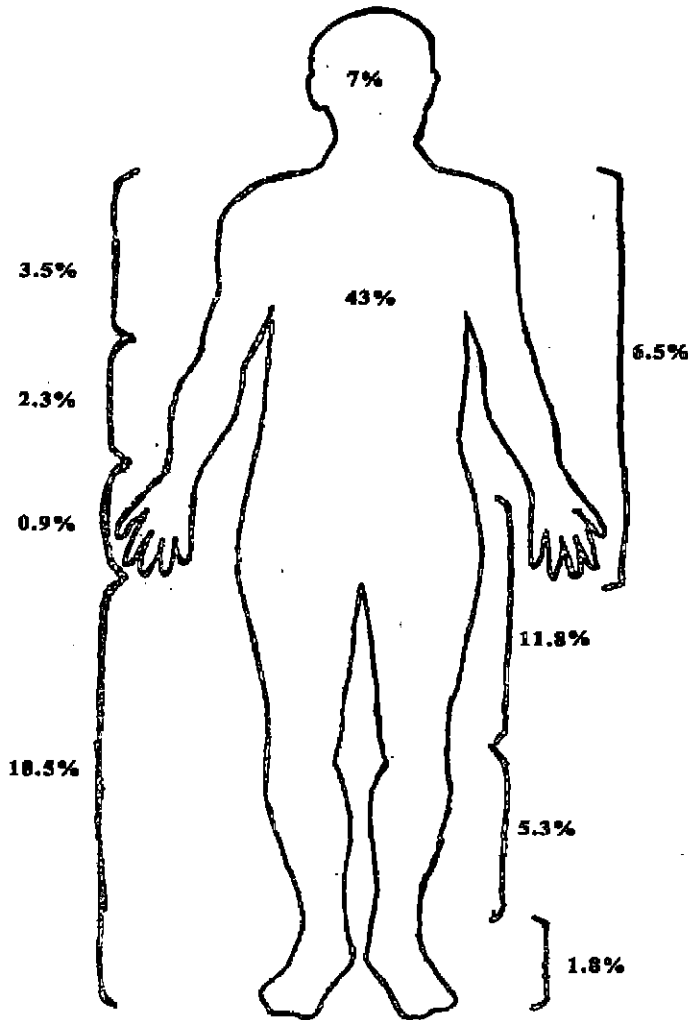
Shils, M, Olson, J, Shike, M, and Ross, A, Eds. Modern Nutrition in Health and Disease, 9th Edition. Williams & Wilkins, Baltimore. 1999.



PERCENT OF TOTAL BODY WEIGHT CONTRIBUTED
BY INDIVIDUAL BODY PARTS

Loss of body estimation of weight more figures can be to adjust ideal prisoners with

parts makes ideal body difficult. These used as a guide body weight for amputations.



Reference:

Pronsky, Z, MS, RD, FADA. Food Medication Interactions, 12th edition. Birchrunville, PA. 2002.



BASAL ENERGY EXPENDITURE (BEE)

Harris-Benedict Equation

The basal energy expenditure can be used to determine kilocalorie requirements of a resting individual.

Male: $BEE = 66 + (13.7 \times \text{kg}) + (5 \times \text{cm}) - (6.8 \times \text{age})$
 Female: $BEE = 655 + (9.6 \times \text{kg}) + (1.8 \times \text{cm}) - (4.7 \times \text{age})$

kg = kilograms of actual body weight if less than 125% ideal body weight
 cm = height in centimeters
 age = age in years

Adjustment for Body Weight in Obese Patients

The basal energy expenditure may be modified for prisoners more than 125% of ideal weight. Since fat tissue is much less metabolically active, using actual body weight for an obese prisoner will show the calorie needs very high. Using the following formula will account for both the fat tissue and the extra energy required for moving the excess weight.

$(ABW - IBW) \times (F) + IBW = \text{weight in kg for use in BEE and protein requirements}$

ABW = actual body weight
 IBW = ideal body weight
 F = .32 (Female) or .38 (Male)

Adjustment for Activity Factor and Stress Factor

$BEE \times (AF) \times (SF) = \text{Estimated daily kilocalories to maintain weight}$

Activity Factor (AF)	
bed rest	1.05 – 1.1
ambulatory	1.2 – 1.3
Stress Factor (SF)	
fever	1.07 for each degree above 98.6°F
infection, stress, trauma, minor surgery	1.2
sepsis	1.5
respiratory distress	1.5
cancer	1.6
major Burns	1.5 – 2.1
HIV	1.3 – 1.7

NOTE: Since equations for kilocalorie needs are only estimates, the practitioner is advised to adjust the recommended kilocalorie intake based on the individual prisoner's response and history.

References:

American Dietetic Association. Manual of Clinical Dietetics, 5th Edition.
 Mahan, L. and Escott-Stump, S, Eds. Krause's Food, Nutrition & Diet Therapy. W.B. Saunders Company, Philadelphia, 1996.



ESTIMATING MAINTENANCE CALORIES FOR ADULTS

Approximate caloric requirements for adults based on actual weight

	Using body weight in pounds	Using body weight in kilograms
Obese, very inactive persons and chronic dieters	10 kcal / lb	20 kcal / kg
Persons over age 55, active women and sedentary men	13 kcal / lb	25 kcal / kg
Active men or very active women	15 kcal / lb	30 kcal / kg
Very active men or athletes	20 kcal / lb	40 kcal / kg

To reduce weight – Subtract 500 calories per day for 1 lb. per week loss
 - Subtract 1000 calories per day for 2 lb. per week loss

To increase weight - Add 500 calories per day for 1 lb. per week gain
 - Add 1000 calories per day for 2 lb. per week gain

NOTE: Since equations for kilocalorie needs are only estimates, the practitioner is advised to adjust the recommended kilocalorie intake based on the individual prisoner’s response and history.

Reference:

Mitchell Funnell, M., MS, RN, CDE, et.al. A Core Curriculum for Diabetes Education, 3rd Edition. The American Association of Diabetes Educators. 1998.



ESTIMATION OF DAILY PROTEIN NEEDS

Maintenance

0.8 – 1.0 g/kg of body weight

Estimated Protein Requirements Under Stressed Conditions

Clinical Status	Grams Protein per kg Body Weight per day
Postoperative	1.0 – 1.5
Sepsis	1.2 – 1.5
Multiple trauma	1.3 – 1.7
Major burn	1.8 – 2.5
Catabolism	1.2 – 2.0
AIDS	1.0 – 1.2*
Refeeding Syndrome	1.2 – 1.5

*Not applicable if renal or liver disease develops.

References:

Mahan, L. and Escott-Stump, S, Eds. Krause's Food, Nutrition & Diet Therapy. W.B. Saunders Company, Philadelphia, 1996.

American Dietetic Association. Manual of Clinical Dietetics, 6th Edition. 2000.



ANOREXIA / NAUSEA

A variety of medical conditions, treatments and medications can cause unwanted results such as anorexia, nausea or vomiting. The following are suggestions to aid in managing these side effects.

Anorexia

- Evaluate prisoner for factors contributing to loss of appetite such as depression.
- Educate prisoner in benefits of adequate nutrition.
- Suggest small frequent meals/snacks if early satiety occurs.
- Limit low energy foods such as coffee, tea, diet beverages.
- Add calories at the meal when appetite is best.
- Select foods which require minimal eating effort.
- Limit unnecessary diet modifications which may further decrease appetite.

Nausea

- Reinforce use of anti-nausea medications when prescribed.
- Sip fluids between meals to help maintain hydration and settle stomach.
- Eat slowly. Select smaller quantities at meals.
- Limit liquids with meals.
- Avoid excessive fat intake.
- Suggest loose clothing at meal times.
- Cold or room temperature foods may be better tolerated.
- Fasting is discouraged, as it can worsen nausea and may cause hypoglycemia.

Vomiting

- Encourage adequate fluids to prevent dehydration.
- Start with small frequent sips of clear fluids and advance to full liquids as tolerated.
- Low fat choices may be better tolerated.
- Small amounts of dry, starchy foods may be better tolerated.
- Increase portion size and variety of foods eaten gradually.
- Avoid eating ½ hour to 2 hours pre-treatment and post-treatment.
- High fiber and high fat food choices should be added last as they tend to decrease gastric emptying.
- Remain upright for 15 to 30 minutes after medication.

References:

American Dietetic Association. Manual of Clinical Dietetics, 6th edition. 2000

Pronsky, Z, MS, RD, FADA. Food Medication Interactions, 12th edition. Birchrunville, PA. 2002.



MANAGING DIARRHEA

Diarrhea may be a significant factor in maintaining a person's optimum nutritional status. The cause may be any number of factors, such as: medication, lactose intolerance, intestinal tract inflammation, digestion problems, emotional stress or gastrointestinal organisms. Determining its cause is an important aspect in treatment.

The goal of treatment is to maintain adequate nutritional intake for bowel regeneration and to rehydrate. Specific recommendations may include:

1. Avoid caffeinated beverages and drink 8 to 12 cups of fluid a day.
2. Eat low fat foods.
3. Utilize lactase tablets as needed for lactose intolerance.
4. Avoid crude or insoluble fiber and raw vegetables
5. Try soluble fiber-containing supplements (Metamucil).
6. Incorporate small, frequent meals into meal plans.
7. Use of anti-motility agents such as Imodium, calcium carbonate, or calcium citrate.

Prisoners should be advised that persistent diarrhea is a significant medical condition which may require intervention by the MP.

References:

Mahan and Arlin, Krause's Food, Nutrition and Diet Therapy, 8th ed. W.B. Saunders Co. 649, 1992.

Melanie Walgren, CNSD. Managing Diarrhea.



NUTRIENT REFERENCES

Recommended Dietary Allowances and Recommended Nutrient Intakes (Canada). These nutrient references, except for energy, show the nutrient levels that would meet the needs of 97.5% of healthy individuals in a population. Energy references are based on the average requirements for a healthy population. Specific age and gender categories reflect changing nutrient needs with development.

Dietary Reference Intakes: Dietary Reference Intakes (DRI) values are replacing the traditional RNI and RDA in North America. This nutrient reference provides four sources of information.

- **RDA**-the estimated nutrient allowances that is adequate in 97% to 98% of the healthy population specific for life-stage, age, and gender. The RDA is the dietary intake goal for individuals, but its purpose is not to assess diets of individuals or groups.
- **Estimated Average Requirements (EAR)** -the estimated nutrient requirement that is adequate in 50% of the population. This may be used to assess diets of individuals or groups, and was used to develop the RDA's.
- **Adequate Intakes (AI)** – used when insufficient scientific evidence exists to calculate the EAR and RDA, any may be used as a goal for dietary intakes of individuals.
- **Tolerable Upper Intake Level (UL)** – the maximum nutrient intake that is not associated with adverse side effects in most individuals of a healthy population. This is not meant to be a recommended level of intake.

Reference:

American Dietetic Association. Manual of Clinical Dietetics, 6th edition. 2000



**Dietary Reference Intakes (DRI's): Recommended Intakes for Individuals, Vitamins
The Food and Nutrition Board, Institute of Medicine, The National Academies**

Life Stage Group	Vitamin A (µg/d) ^a	Vitamin C (mg/d)	Vitamin D (µg/d) ^{b,c}	Vitamin E (mg/d) ^d	Vitamin K (µg/d)	Thiamin (mg/d)	Riboflavin (mg/d)	Niacin (mg/d)	Vitamin B ₆ (mg/d)	Folate (µg/d) ^f	Vitamin B ₁₂ (µg/d)	Pantothenic Acid (mg/d)	Biotin (µg/d)	Choline (mg/d) ^g
Infants														
0-6 mo	400*	40*	5*	4*	2.0*	0.2*	0.3*	2*	0.1*	65*	0.4*	1.7*	5*	125*
7-12 mo	500*	50*	5*	5*	2.5*	0.3*	0.4*	4*	0.3*	80*	0.5*	1.8*	6*	150*
Children														
1-3 y	300	15	5*	6	30*	0.5	0.5	6	0.5	150	0.9	2*	8*	200*
4-8 y	400	25	5*	7	55*	0.6	0.6	8	0.6	200	1.2	3*	12*	250*
Males														
9-13 y	600	45	5*	11	60*	0.9	0.9	12	1.0	300	1.8	4*	20*	375*
14-18 y	900	75	5*	15	75*	1.2	1.3	16	1.3	400	2.4	5*	25*	550*
19-30 y	900	90	5*	15	120*	1.2	1.3	16	1.3	400	2.4	5*	30*	550*
31-50 y	900	90	5*	15	120*	1.2	1.3	16	1.3	400	2.4	5*	30*	550*
51-70 y	900	90	10*	15	120*	1.2	1.3	16	1.7	400	2.4 ^h	5*	30*	550*
> 70 y	900	90	15*	15	120*	1.2	1.3	16	1.7	400	2.4 ^h	5*	30*	550*
Females														
9-13 y	600	45	5*	11	60*	0.9	0.9	12	1.0	300	1.8	4*	20*	375*
14-18 y	700	65	5*	15	75*	1.0	1.0	14	1.2	400 ⁱ	2.4	5*	25*	400*
19-30 y	700	75	5*	15	90*	1.1	1.1	14	1.3	400 ⁱ	2.4	5*	30*	425*
31-50 y	700	75	5*	15	90*	1.1	1.1	14	1.3	400 ⁱ	2.4	5*	30*	425*
51-70 y	700	75	10*	15	90*	1.1	1.1	14	1.5	400	2.4 ^h	5*	30*	425*
>70 y	700	75	15*	15	90*	1.1	1.1	14	1.5	400	2.4 ^h	5*	30*	425*
Pregnancy														
≤18y	750	80	5*	15	75*	1.4	1.4	18	1.9	600 ^j	2.6	6*	30*	450*
19-30 y	770	85	5*	15	90*	1.4	1.4	18	1.9	600 ^j	2.6	6*	30*	450*
31-50 y	770	85	5*	15	90*	1.4	1.4	18	1.9	600 ^j	2.6	6*	30*	450*
Lactation														
≤18y	1,200	115	5*	19	75*	1.4	1.6	17	2.0	500	2.8	7*	35*	550*
19-30 y	1,300	120	5*	19	90*	1.4	1.6	17	2.0	500	2.8	7*	35*	550*
31-50 y	1,300	120	5*	19	90*	1.4	1.6	17	2.0	500	2.8	7*	35*	550*

NOTE: This table taken from the DRI reports Recommended Dietary Allowances (RDAs) in bold type and Adequate Intakes (AI's) in ordinary type followed by an asterisk (*). RDA's and AIs may both be used as goals for individual intake. RDAs are set to meet the needs of almost all (97 to 98 percent) individuals in a group. For healthy breastfed infants, the AI is the mean intake. The AI for other life stage and gender groups is believed to cover needs of all individuals in the group, but lack of data or uncertainty in the data prevent being able to specify with confidence the percentage of individuals covered by this intake.

^a As retinal activity equivalents (RAEs). 1 RAE = 1 µg retinal, 12 µg β-carotene, 24 µg α-carotene, or 24 µg β-cryptoxanthin. To calculate RAE's from REs of provitamin A carotenoids in foods, divide the REs by 2. For preformed vitamin A in foods or supplements and for provitamin A carotenoids in supplements, 1 RE= 1 RAE.

^b cholecalciferol. 1 µg cholecalciferol = 40 IU vitamin D.

^c in the absence of adequate exposure to sunlight.

^d As α-tocopherol. α-Tocopherol includes *RRR*-α-tocopherol, the only form of α-tocopherol that occurs naturally in foods, and the *2R*-stereoisomeric forms of α-tocopherol (*RRR*-, *RSR*-, *RRS*-, and *RRS*-α-tocopherol) that occur in fortified foods and supplements. It does not include the *2S*-stereoisomeric forms of α-tocopherol (*SRR*-, *SSR*-, *SRS*-, and *SSS*-α-tocopherol), also found in fortified foods and supplements.

^e As niacin equivalents (NE). 1 mg of niacin= 60 mg of tryptophan; 0-6 months= preformed niacin (not NE).

^f As dietary folate equivalents (DFE). 1 DFE= 1 µg of folic acid from fortified food or as a supplement consumed with food= 0.5 µg of a supplement taken on an empty stomach.

^g Although AIs have been set for choline, there are few data to assess whether a dietary supply of choline is needed at all stages of the life cycle, and it may be that the choline requirement can be met by endogenous synthesis at some of these stages.

^h Because 10 to 30 percent of older people may malabsorb food-bound B₁₂, it is advisable for those older than 50 years to meet their RDA's mainly by consuming foods fortified with B₁₂ or a supplement containing B₁₂.

ⁱ In view of evidence linking folate intake with neural tube defects in the fetus, it is recommended that all women capable of becoming pregnant consume 400 µg from supplements or fortified foods in addition to intake of food folate from a varied diet.

^j It is assumed that women will continue consuming 400 µg from supplements or fortified food until their pregnancy is confirmed and they enter prenatal care, which ordinarily occurs after the end of the periconceptional period—the critical time for formation of the neural tube.



Dietary Reference Intakes (DRI's): Recommended Intakes for Individuals, Elements
The Food and Nutrition Board, Institute of Medicine, The National Academies

Life Stage Group	Calcium (mg/d)	Chromium (µg/d)	Copper (µg/d)	Fluoride (mg/d)	Iodine (µg/d)	Iron (mg/d)	Magnesium (mg/d)	Manganese (mg/d)	Molybdenum (µg/d)	Phosphorus (mg/d)	Selenium (µg/d)	Zinc (mg/d)
Infants												
0-6 mo	210*	0.2*	200*	0.01*	110*	0.27*	30*	0.003*	2*	100*	15*	2*
7-12 mo	270*	5.5*	220*	0.5*	130*	11	75*	0.6*	3*	275*	20*	3
Children												
1-3 y	500*	11*	340	0.7*	90	7	80	1.2*	17	460	20	3
4-8 y	800	15*	440	1*	90	10	130	1.5*	22	500	30	5
Males												
9-13 y	1,300*	25*	700	2*	120	8	240	1.9*	34	1,250	40	8
14-18 y	1,300*	35*	890	3*	150	11	410	2.2*	43	1,250	55	11
19-30 y	1,000*	35*	900	4*	150	8	400	2.3*	45	700	55	11
31-50 y	1,000*	35*	900	4*	150	8	420	2.3*	45	700	55	11
51-70 y	1,200*	30*	900	4*	150	8	420	2.3*	45	700	55	11
>70 y	1,200*	30*	900	4*	150	8	420	2.3*	45	700	55	11
Females												
9-13 y	1,300*	21*	700	2*	120	8	240	1.6*	34	1,250	40	8
14-18 y	1,300*	24*	890	3*	150	15	360	1.6*	43	1,250	55	9
19-30 y	1,000*	25*	900	3*	150	18	310	1.8*	45	700	55	8
31-50 y	1,000*	25*	900	3*	150	18	320	1.8*	45	700	55	8
51-70 y	1,200*	20*	900	3*	150	8	320	1.8*	45	700	55	8
>70 y	1,200*	20*	900	3*	150	8	320	1.8*	45	700	55	8
Pregnancy												
≤18y	1,300*	29*	1,000	3*	220	27	400	2.0*	50	1,250	60	13
19-30 y	1,000*	30*	1,000	3*	220	27	350	2.0*	50	700	60	11
31-50 y	1,000*	30*	1,000	3*	220	27	360	2.0*	50	700	60	11
Lactation												
≤18y	1,300*	44*	1,300	3*	290	10	360	2.6*	50	1,250	70	14
19-30 y	1,000*	45*	1,300	3*	290	9	310	2.6*	50	700	70	12
31-50 y	1,000*	45*	1,300	3*	290	9	320	2.6*	50	700	70	12

NOTE: This table presents Recommended Dietary Allowances (RDAs) in bold type and Adequate Intakes (AIs) in ordinary type followed by an asterisk (*). RDA's and AIs may both be used as goals for individual intake. RDAs are set to meet the needs of almost all (97 to 98 percent) individuals in a group. For healthy breastfed infants, the AI is the mean intake. The AI for other life stage and gender groups is believed to cover needs of all individuals in the group, but lack of data or uncertainty in the data prevent being able to specify with confidence the percentage of individuals covered by this intake.

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**2002 Dietary Reference Intakes (DRI's)
Estimated Energy Requirements (EER), Recommended Dietary Allowances (RDA), and Adequate Intakes (AI)
The Food and Nutrition Board, Institute of Medicine, The National Academies**

Life Stage Group	Reference BMI (kg/m ²)	Reference height, cm (in)	Reference weight, kg(lb)	Energy, EER ^a (cal/day) ^b	Carbohydrate RDA (g/day)	Total Fiber AI (g/day)	Total Fat AI (g/day)	Linoleic acid AI (g/day)	Linoleic acid ^c AI (g/day)	Protein RDA (g/day)	Protein RDA (g/kg/day)
Males											
0-6 mo	---	62 (24)	6 (13)	570	60	---	31	4.4	0.5	9.1	1.52
7-12 mo	---	71 (28)	9 (20)	743	95	---	30	4.6	0.5	13.5	1.5
1-3 y ^e	---	86 (34)	12 (27)	1046	130	19	---	7	0.7	13	1.1
4-8 y ^e	15.3	115 (45)	20 (44)	1742	130	25	---	10	0.9	19	0.95
9-13 y	17.2	144 (57)	36 (79)	2279	130	31	---	12	1.2	34	0.95
14-18 y	20.5	174 (68)	61 (134)	3152	130	38	---	16	1.6	52	0.85
19-30 y	22.5	177 (70)	70 (154)	3067 ^f	130	38	---	17	1.6	56	0.8
31-50 y				3067 ^f	130	38	---	17	1.6	56	0.8
>50 y				3067 ^f	130	30	---	14	1.6	56	0.8
Females											
0-6 mo	---	62 (24)	6 (13)	520	60	---	31	4.4	0.5	9.1	1.52
7-12 mo	---	71 (28)	9 (20)	676	95	---	30	4.6	0.5	13.5	1.5
1-3 y ^e	---	86 (34)	12 (27)	992	130	19	---	7	0.7	13	1.1
4-8 y ^e	15.3	115 (45)	20 (44)	1642	130	25	---	10	0.9	19	0.95
9-13 y	17.4	144 (57)	37 (81)	2071	130	26	---	10	1.0	34	0.95
14-18 y	20.4	163 (64)	54 (119)	2368	130	26	---	11	1.1	46	0.85
19-30 y	21.5	163 (64)	57 (126)	2403 ^g	130	25	---	12	1.1	46	.8
31-50 y				2403 ^g	130	21	---	12	1.1	46	.8
>50 y				2403 ^g	130	21	---	11	1.1	46	.8
Pregnancy											
1 st Trimester				+0	175	28	---	13	1.4	+25	1.1
2 nd Trimester				+340	175	28	---	13	1.4	+25	1.1
3 rd Trimester				+452	175	28	---	13	1.4	+25	1.1
Lactation											
1 st 6 months				+330	210	29	---	13	1.3	+25	1.1
2 nd 6 months				+400	210	29	---	13	1.3	+25	1.1

NOTE: Compiled from Committee on Dietary Reference Intakes, *Dietary Reference Intakes for Energy, Carbohydrate, Fiber, Fat, Fatty Acids, Cholesterol, Protein, and Amino Acids*. (Washington, D.C.: National Academies Press, 2002).

NOTE: For all nutrients, values for infants are AI. Dashes indicated that values have not been determined.

^a The Estimated Energy Requirement (EER) represents the average dietary energy intake that will maintain energy balance in a healthy person of a given gender, age, weight, height, and physical activity level. The values listed are based on an "active" person at the reference height and weight and at the mid-point ages for each group until age 19.

^b Kilocalories (kcal) per day.

^c The linolenic acid referred to in this table and text is the omega-3 fatty acid known as alpha-linolenic acid.

^d The values listed are based on reference body weights.

^e For energy, the age groups for young children are 1-2 years and 3-8 years.

^f For males, subtract 10 calories per day for each year of age above 19.^g For females, subtract 7 calories per day for each year of age above 19.



WEIGHTS AND MEASURES

U.S. Measurements	Liquid Metric Measurements
1 teaspoon	5 ml
1 ounce	30 ml
½ cup (4 oz.)	120 ml
1 cup (8 oz.)	240 ml
1 quart (32 oz.)	960 ml

Common Measurements:

3 teaspoons (tsp.) = 1 Tablespoon (Tbsp.)
 4 Tablespoons = ¼ cup (c.)
 5 1/3 Tablespoons = 1/3 cup
 2 cups = 1 pint (pt.)
 4 cups = 1 quart (qt.)
 4 quarts = 1 gallon (gal.)

Portion Control Tools

(Dipper # = portions per quart)

#60 = 1 Tbsp.
 #40 = 1 ½ Tbsp.
 #30 = 2+ Tbsp.
 #24 = 2 2/3+ Tbsp.
 #20 = 3+ Tbsp.
 #16 = ¼ cup or 4 Tbsp.
 #12 = 1/3 cup
 #10 = 6+ Tbsp.
 #8 = ½ cup
 #6 = 10+ Tbsp.

Reference:

Molt, M.K. Food for Fifty, 11th Edition. 2000.



CONVERSIONS OF WEIGHT AND MEASURE

To Convert	To	
Inches	Centimeters	Multiply by 2.54
Pounds	Kilograms	Divide by 2.2
Kilograms	Grams	Multiply by 1000
Grams	Milligrams	Multiply by 1000
Milligrams	Micrograms	Multiply by 1000
Ounces	Grams	Multiply by 30

Converting Milliequivalents to Milligrams: multiply the atomic weight of the ion and divide by the valence number.

Element	Atomic Weight	Valence
Sodium (Na)	23	1
Potassium (K)	39	1
Phosphorus (P)	31	2
Calcium	40	2
Magnesium (Mg)	24	2

American Dietetic Association. Manual of Clinical Dietetics, 6th edition. 2000

Pennington, J.A.T., editor. Bowes & Church's Food Values of Portions Commonly Used, 17th edition. 1998.



GUIDELINES FOR CALCULATING FLUID RESTRICTIONS

All foods contain some fluids; however, only those that are liquid at room temperature need to be counted. Fluid is anything that is liquid at room temperature or body temperature.

1. Any liquids taken with medicines must be counted as part of the daily fluid allowance.
2. The prisoner should be instructed to not drink the liquids from fruit and vegetable servings.
3. All liquids count as part of the fluid allowance. This includes water, milk, juice and juice drinks, coffee, tea, liquid coffee creamers, soda pop, and other beverages.
4. The following foods are also considered to be fluid: jello, ice cream, sherbet, sorbet, popsicles, and soups. Ice cubes may also need to be counted depending on the amount available and the medical circumstances of the prisoner.
5. Do not figure gravies, sauces and salad dressings into the fluid restrictions.

Fluid Table

1 quart	=	4 cups	=	32 ounces	=	980 cc
1 pint	=	2 cups	=	16 ounces	=	480 cc
		1 cup	=	8 ounces	=	240 cc
		½ cup	=	4 ounces	=	120 cc
		1/3 cup	=	3 ounces	=	90 cc
		¼ cup	=	2 ounces	=	60 cc
2 Tablespoons	=	1/8 cup	=	1 ounce	=	30 cc
1 Tablespoon			=	½ ounce	=	15 cc

Fluid Volume of Various Foods Served in Food Service

Jello	8 oz. = 240 cc
Ice Cream, Dixie cup	3 oz. = 90 cc
Sherbet, Dixie cup	3 oz. = 90 cc
Juice, portion control pack	4 oz. = 120 cc
Coffee or Tea, cup	8 oz. = 240 cc
Broth/Bouillon, bowl	8 oz. = 240 cc
Milk, carton or bag	8 oz. = 240 cc
Popsicle, twin	2.5 oz. = 75 cc

Reference:

“Fluid Restriction”; Food and Nutrition Services; Sparrow Hospital, Lansing, Michigan



**MEAL PATTERNS FOR DIABETES DIETS WITH SNACKS
(by numbers of exchanges allowed)**

If an individualized diabetes diet is applicable for the prisoner who is not able to self select from the regular meal line, the diabetes diet order should include a specific calorie level. Therapeutic diabetes diets may be ordered in combination with some other therapeutic regimes. All therapeutic diabetes diets are low in fat and cholesterol, so an order for a low-fat, low cholesterol restriction is not necessary.

The following are the standard patterns for therapeutic diabetes diets adapted from the 1995 Exchange Lists for Meal Planning.

*NOTE: All patterns have been calculated using medium fat meat exchanges.

1200 Calorie Diabetes Diet (Cho. 159 g. – Pro. 72 g. – Fat 35 g.)

<u>BREAKFAST</u>	<u>NOON</u>	<u>EVENING</u>	<u>HS SNACK</u>
1 Fruit	2 Meats	2 Meats	1 Starch
1 Starch	2 Starches	1 Starch	
1 Meat	1 Vegetable	2 Vegetables	
1 Fat	1 Fruit	1 Fruit	
1 Milk - skim		1 Fat	
		1 Milk – Skim	

1500 Calorie Diabetes Diet (Cho. 204 g. – Pro. 81 g. – Fat 40 g.)

<u>BREAKFAST</u>	<u>NOON</u>	<u>EVENING</u>	<u>HS SNACK</u>
1 Fruit	2 Meats	2 Meats	1 Starch
2 Starch	3 Starches	2 Starch	1 Milk - Skim
1 Meat	1 Vegetable	2 Vegetable	
1 Fat	1 Fruit	1 Fruit	
1 Milk – Skim	1 Fat	1 Fat	

1800 Calorie Diabetes Diet (Cho. 249 g. - Pro. 94 g. – Fat 50 g.)

<u>BREAKFAST</u>	<u>NOON</u>	<u>EVENING</u>	<u>HS SNACK</u>
1 Fruit	2 meats	3 Meats	1 Starch
3 Starch	3 Starches	3 Starch	1 Milk - Skim
1 Meat	1 Vegetable	2 Vegetable	
1 fat	2 fruit	1 Fruit	
1 Milk - skim	1 Fat	1 Fat	

12.19

2000 Calorie Diabetes Diet (Cho. 279 g. – Pro. 103 g. – Fat 55 g.)



<u>BREAKFAST</u>	<u>NOON</u>	<u>EVENING</u>	<u>HS SNACK</u>
1 Fruit	2 Meats	3 Meats	1 Starch
4 Starches	3 Starches	4 Starches	1 Milk - Skim
1 Meat	1 Vegetable	2 Vegetables	
1 Fat	1 Fruit	1 Fruit	
1 Milk - Skim	2 Fats	2 Fats	

2200 Calorie Diabetes Diet (Cho. 309 g. - Pro. 113 g. - Fat 60 g.)

<u>BREAKFAST</u>	<u>NOON</u>	<u>EVENING</u>	<u>HS SNACK</u>
1 Fruit	2 Meats	3 Meats	1 Meat
4 Starches	4 Starches	4 Starches	2 Starches
1 Meat	1 Vegetable	2 Vegetables	
1 Fat	2 Fruits	1 Fruit	
1 Milk - Skim	2 Fats	2 Fats	
		1 Milk - Skim	

2400 Calorie Diabetes Diet (Cho. 336 g. - Pro. 120 g. - Fat 70 g.)

<u>BREAKFAST</u>	<u>NOON</u>	<u>EVENING</u>	<u>HS SNACK</u>
2 Fruits	3 Meats	3 Meats	1 Meat
4 Starches	4 Starches	4 Starches	2 Starches
1 Meat	1 Vegetable	2 Vegetables	
2 Fats	2 Fruit	1 Fruit	
1 Milk - skim	2 Fats	2 Fats	
		1 Milk - Skim	

2600 Calorie Diabetes Diet (Cho. 359 g. - Pro. 125 g. - Fat 70 g.)

<u>BREAKFAST</u>	<u>NOON</u>	<u>EVENING</u>	<u>HS SNACK</u>
2 Fruits	3 Meats	3 Meats	1 Meat
4 Starches	4 Starches	5 Starches	2 Starches
1 Meat	2 Vegetables	2 Vegetables	1 Fruit
2 Fats	2 Fruits	1 Fruit	
1 Milk - Skim	2 Fats	2 Fats	
		1 Milk - Skim	

12.20

2800 Calorie Diabetes Diet (Cho. 389 g. - Pro. 138 g. - Fat 75 g.)



<u>BREAKFAST</u>	<u>NOON</u>	<u>EVENING</u>	<u>HS SNACK</u>
2 Fruits	3 Meats	4 Meats	1 Meat
5 Starches	5 Starches	5 Starches	2 Starches
1 Meat	2 Vegetables	2 Vegetables	1 Fruit
2 Fats	2 Fruits	1 Fruit	
1 Milk - Skim	2 Fats	2 Fats	
		1 Milk - skim	

3000 Calorie Diabetes Diet (Cho. 416 g. – Pro. 146 g. – Fat 85 g.)

<u>BREAKFAST</u>	<u>NOON</u>	<u>EVENING</u>	<u>HS SNACK</u>
2 Fruits	3 Meats	4 Meats	1 Meat
5 Starches	5 Starches	5 Starches	2 Starches
1 Meat	2 Vegetables	2 Vegetables	1 Fruit
2 Fats	2 Fruits	1 Fruit	1 Milk - Skim
1 Milk - Skim	3 Fats	3 Fats	
		1 Milk - Skim	

3500 Calorie Diabetes Diet (Cho. 491 g. – Pro. 169 g. – Fat 95 g.)

<u>BREAKFAST</u>	<u>NOON</u>	<u>SNACK</u>	<u>EVENING</u>	<u>HS SNACK</u>
2 Fruits	4 Meats	1 Meat	4 Meats	1 Meat
5 Starches	5 Starches	3 Starches	5 Starches	2 Starches
1 Meat	2 Vegetables	1 Fruit	2 Vegetables	2 Fruit
2 Fats	2 Fruits		2 Fruits	1 Milk - Skim
1 Milk - Skim	3 Fats		3 Fats	
			1 Milk – Skim	



SAMPLE MENU – 2200 CALORIE DIABETES DIET

<u>BREAKFAST</u>	<u>NOON</u>	<u>EVENING</u>	<u>HS SNACK</u>
½ c. Orange Juice	2 oz. Roast Beef	3 oz. Sliced Turkey	1 oz. Cheese
1 c. Cooked Cereal	1 c. Noodles	1 c. Mashed	2 sl. Bread
1 Poached Egg	½ c. Green Beans	Potatoes	
2 sl. Toast	1 c. Diet Pears	½ c. Carrots	
1 tsp Margarine	2 sl. Bread	½ c. Coleslaw	
1 c. Skim Milk	2 tsp Margarine	½ c. Diet Peaches	
Sugar Substitute	1 c. Diet Beverage	2 sl. Bread	
Salt, Pepper	Salt, Pepper	1 tsp. Margarine	
		1 c. Skim Milk	
		Salt, Pepper	

References:

American Dietetic Association: Manual of Clinical Dietetics, 6th Edition, 2000.

American Diabetes Association, Inc., and the American Dietetic Association. Exchange Lists for Meal Planning, 1995.

American Diabetes Association, Inc., and the American Dietetic Association. Nutrition Guide for Professionals. Diabetes Education and Meal Planning. 1988.



DIABETES EXCHANGE LIST

All foods are to be cooked without added fats or sugars. All portions are for cooked foods unless otherwise indicated.

STARCH LIST: 1 Carb Choice per serving, 15 grams carbohydrate, 3 grams protein, 80 calories

Breads/Grains:

Bread, white-including French and Italian	1 slice
Bread-Whole wheat, rye, pumpernickel	1 slice
Bread-Raisin, unfrosted	1 slice
Bread crumbs	3 Tbsp.
Bagel	1/2
Breadsticks, crisp – 4" x 1/2"	2
Croutons, low fat	1 cup
Dinner roll – plain, small	1
English muffin	1/2
Hamburger or hot dog bun.....	1/2
Pita – 6"	1/2
Tortilla – 6".....	1

Cereals/Pastas:

All Bran, Bran Buds	1/3 cup
Bran flakes, Shredded Wheat	1/2 cup
Cereals, unsweetened, ready to eat	3/4 cup
Cooked cereals.....	1/2 cup
Couscous.....	1/3 cup
Flour, dry	3 Tbsp.
Grapenuts.....	1/4 cup
Grits	1/2 cup
Kasha	1/2 cup
Millet, Muesli	1/4 cup
Oats	1/2 cup
Pasta, noodles, spaghetti, macaroni	1/2 cup
Puffed cereals.....	3/4 cup
Rice – brown, white.....	1/3 cup
Sugar frosted cereal	1/2 cup
Wheat germ.....	3 Tbsp.

Dried Beans COUNT AS 1 STARCH OR 1 CARB CHOICE PER SERVINGS PLUS 1
Peas/Lentils VERY LEAN MEAT SERVING

Dried beans – kidney, white, navy.....	1/2 cup
Dried peas – black eyed, split.....	1/2 cup
Lentils	1/2 cup
Lima Beans	2/3 cup



STARCH LIST, continued

Starchy	Baked Beans	1/3 cup
Vegetables:	Corn	1/2 cup
	Corn on the cob ` - Medium (5 oz).....	1
	Peas, green	1/2 cup
	Plantain	1/2 cup
	Potato – white, mashed	1/2 cup
	Potato – white, baked (small)	3 oz.
	Squash, winter.....	1 cup
	Sweet potato, yam – plain.....	1/2 cup
Crackers/ Snacks	Animal crackers	8
	Graham crackers – 2 1/2” squares	3 squares
	Matzo	3/4 oz.
	Melba toast.....	4 slices
	Oyster crackers	24
	Popcorn, popped, no fat or butter	3 cup
	Pretzels.....	3/4 oz. or 25 sticks
	Rice cakes, 4” across	2
	Rye crisp	4
	Saltines.....	6
	Snack chips, fat free.....	15-20 (3/4 oz)
Starchy Foods Prepared with Fat:	COUNT AS 1 STARCH OR 1 CARB CHOICE PER SERVING PLUS 1 FAT SERVING	
	Biscuit – 2 1/2”	1
	Chow Mein noodles.....	1/2 cup
	Corn bread – 2” square	1
	Crackers, round butter type.....	6
	Croutons.....	1 cup
	French Fries	16 – 25 (3 oz.)
	Granola	1/4 cup
	Muffin – plain, small	1
	Pancake, 4”	2
	Popcorn, microwave	3 cup
	Stuffing, bread	1/3 cup
	Taco shell – 6”	2
	Waffle – 4 1/2” square	1
	Whole wheat crackers, Triscuits.....	4-6

12.24

FRUIT LIST: 1 Carb Choice per serving, 15 grams carbohydrate, 60 calories



Fruits may be fresh, dried, canned or frozen without sugar, or canned in fruit juice

Apple, small.....	1	Honeydew Melon, cubed.....	1 cup
Apples, dried.....	4 rings	Kiwi, large.....	1
Applesauce.....	½ cup	Mandarin Oranges.....	¾ cup
Apple juice/cider.....	½ cup	Mango.....	½ small
Apricots – fresh.....	4 med.	Nectarine, small.....	1
Banana – Small.....	1	Orange, small.....	1
Berries, raw.....		Orange juice.....	½ cup
Blackberries.....	¾ cup	Papaya.....	½
Blueberries.....	¾ cup	Peach, medium.....	1
Raspberries.....	1 cup	Peach, canned.....	½ cup
Strawberries.....	1 ¼ cup	Pear, large.....	½
Cantaloupe, cubes.....	1 cup	Pear, small.....	1
Cherries.....	½ cup	Pear, canned.....	½ cup
Cranberry Juice Cocktail.....	1/3 cup	Pineapple, fresh.....	¾ cup
Cranberry Juice – low cal.....	1 cup	Pineapple, canned.....	½ cup
Dates.....	3	Pineapple juice.....	½ cup
Figs, fresh.....	2 med.	Plums, small.....	2
Fruit cocktail.....	½ cup	Prunes, dried.....	3
Grapefruit, fresh.....	½	Prune, Juice.....	1/3 cup
Grapefruit, sections.....	½ cup	Raisins.....	2 Tbsp.
Grapefruit juice.....	½ cup	Tangerine, small.....	2
Grapes, small.....	17	Watermelon, cubed.....	1 ¼ cups
Grape juice.....	1/3 cup		

MILK LIST: 1 Carb Choice per serving, 12 grams carbohydrate, 8 grams protein, 90 calories
(0 to 3 GRAMS FAT PER SERVING)

Skim	Skim milk.....	1 cup
Very Low Fat	Very low fat milk – 1% or ½%.....	1 cup
Milk	Buttermilk, low fat.....	1 cup
	Evaporated skim milk.....	½ cup
	Non-fat dry milk (powder).....	1/3 cup
	Plain non-fat yogurt.....	1 cup
	Plain low-fat yogurt.....	1 cup

Low Fat (5 GRAMS FAT PER SERVING)

Milk	2% Milk.....	1 cup
	Plain low-fat yogurt.....	¾ cup
	Sweet Acidophilus milk.....	1 cup

Whole (8 GRAMS FAT PER SERVING)

Milk	Whole milk.....	1 cup
	Evaporated whole milk.....	½ cup
	Goat’s milk.....	1 cup
	Kefir.....	1 cup

12.25



OTHER CARBOHYDRATES LIST: Carb Choices as listed per serving, 15 grams carbohydrate, or 1 starch, or 1 fruit, or 1 milk

<u>FOOD</u>	<u>SERVING SIZE</u>	<u>EXCHANGES PER SERVING</u>
Angel food cake, unfrosted.....	1/12 cake.....	2 carb choices
Brownie, small, unfrosted.....	2" square.....	1 carb choice, 1 fat
Cake, unfrosted.....	2" square.....	1 carb choice, 1 fat
Cake, frosted.....	2" square.....	2 carb choices, 1 fat
Chocolate milk, whole.....	1 cup.....	2 carb choices, 1 fat
Cookie, fat-free.....	2 small.....	1 carb choice
Cookie or Sandwich		
Cookie with cream filling.....	2 small.....	1 carb choice, 1 fat
Cranberry sauce, jellied.....	¼ cup.....	1 ½ carb choices
Cupcake, frosted.....	1 small.....	2 carb choice, 1 fat
Doughnut, plain cake.....	1 medium (1 ½ oz.).....	1 ½ carb choice, 2 fats
Doughnut, glazed.....	3 ¾ inches across (2 oz.).....	2 carb choice, 2 fats
Fruit juice bars, frozen, 100% juice.....	1 bar (3 oz.).....	1 carb choice
Fruit snacks, chewy (pureed fruit Concentrate).....	1 roll (¾ oz).....	1 carb choice
Fruit spread, 100% fruit.....	1 Tbsp.....	1 carb choice
Gelatin, regular.....	½ cup.....	1 carb choice
Gingersnaps.....	3.....	1 carb choice
Granola bar.....	1 bar.....	1 carb choice, 1 fat
Granola bar, fat free.....	1 bar.....	2 carb choices
Hummus.....	1/3 cup.....	1 carb choice, 1 fat
Ice Cream.....	½ cup.....	1 carb choice, 2 fats
Ice Cream, light.....	½ cup.....	1 carb choice, 2 fats
Ice cream, fat-free, no sugar added.....	½ cup.....	1 carb choice
Jam or jelly, regular.....	1 Tbsp.....	1 carb choice
Pie, fruit, 2 crusts.....	1/6 th pie.....	3 carb choices, 2 fats
Pie, pumpkin or custard.....	1/8 th pie.....	1 carb choice, 2 fats
Potato chips.....	12 to 18 (1 oz.).....	1 carb choice, 2 fats
Pudding, regular (Made with low-fat milk).....	½ cup.....	2 carb choices
Pudding, sugar-free (made with low-fat milk).....	½ cup.....	1 carb choice
Salad dressing, fat free.....	¼ cup.....	1 carb choice
Sherbet, sorbet.....	½ cup.....	2 carb choices
Spaghetti or pasta sauce, canned.....	½ cup.....	1 carb choice, 1 fat
Sweet roll or Danish.....	1 (2 ½ oz).....	2 ½ carb choices, 2 fats
Syrup, light.....	2 Tbsp.....	1 carb choice
Syrup, regular.....	1 Tbsp.....	1 carb choice
Tortilla chips.....	6 to 12 (1 oz.).....	1 carb choice, 2 fats
Vanilla Wafers.....	5.....	1 carb choice
Yogurt, frozen, low-fat, fat free.....	1/3 cup.....	1 carb choice, 0-1 fat
Yogurt, frozen, fat-free, no sugar added.....	½ cup.....	1 carb choice
Yogurt, low-fat with fruit.....	1 cup.....	3 carb choices, 0-1 fat



VEGETABLE LIST: 3 servings = 1 Carb Choice (1 serving = 5 grams carbohydrate, 2 grams protein, 0 grams fat, 25 calories)

ONE EXCHANGE FOR ALL COOKED VEGETABLES OR JUICE IS ½ CUP
 ONE EXCHANGE FOR ALL RAW VEGETABLES IS 1 CUP

Artichoke	Mushrooms
Artichoke hearts	Okra
Asparagus	Onions
Beans (green, wax, Italian)	Pea pods
Bean sprouts	Peppers (all varieties)
Beets	Radishes
Broccoli	Salad greens (endive, escarole, lettuce, romaine, spinach)
Brussels sprouts	Sauerkraut
Cabbage	Spinach
Carrots	Summer squash
Cauliflower	Tomato
Celery	Tomatoes, canned
Cucumber	Tomato sauce
Eggplant	Tomato/vegetable juice
Green onions or scallions	Turnips
Greens (collard, kale, mustard, turnip)	Water chestnuts
Kohlrabi	Watercress
Leeks	Zucchini
Mixed vegetables (without corn, peas or pasta)	

MEATS AND SUBSTITUTES LIST: 0 Carb Choices per serving

- Very Lean Meat and Substitutes One exchange equals 0 grams carbohydrate, 7 grams protein, 0-1 grams. fat and 35 calories
- Poultry: Chicken or turkey (white meat, no skin),
 Cornish hen (no skin)..... 1 oz.
- Fish: Fresh or frozen cod, flounder, haddock, halibut,
 trout; tuna, fresh or canned in water; shellfish 1 oz.
- Cheese with 1 gram or less fat per ounce
 Nonfat or low-fat cottage cheese¼ cup
 Fat-free cheese 1 oz.
- Processed sandwich meats with 1 gram or less fat per oz. 1 oz.
- Egg whites 2
- Egg substitutes, plain 1/4 cup
- Hot dogs with 1 gram or less fat per ounce 1 oz.
- Sausage with 1 gram or less fat per ounce..... 1 oz.

COUNT AS ONE VERY LEAN MEAT AND ONE CARB CHOICE

- Beans, peas, lentils (cooked)½ cup

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MEATS AND SUBSTITUTES LIST, continued

Lean Meat One exchange equals 0 grams carbohydrate, 7 grams protein, 3 grams fat and 55 calories.

and Substitutes

Beef: USDA select or choice grades of lean beef trimmed of fat, such as round, sirloin, and flank; tenderloin; roast; steak; ground round

- 1 oz.
- Pork:** lean pork such as fresh ham, canned, cured or boiled ham, Canadian bacon; tenderloin, center loin chop 1 oz.
- Lamb:** roast, chop, leg 1 oz.
- Veal:** chop, roast 1 oz.
- Poultry:** Chicken, turkey (dark meat, no skin), Chicken (white meat with skin), duck or goose (well drained of fat, no skin) 1 oz.
- Fish:** herring (uncreamed), salmon, catfish,
 - Tuna canned in oil (drained), 1 oz.
 - Oysters 6 medium
 - Sardines, canned 2 medium
- Cheese:** 4.5% fat cottage, grated parmesan,
 - Cheeses with 3 grams or less fat per ounce 1 oz.
 - Hot dogs with 3 grams or less fat per ounce 1 ½ oz.
 - Processed sandwich meat with 3 grams or less
 - Fat per ounce 1 oz.
 - Liver, heat (high in cholesterol) 1 oz.

Medium Fat Meat and Substitutes One exchange equals 0 grams carbohydrate 7 grams protein, 5 grams fat and 75 calories

- Beef:** (most beef products) ground beef, meatloaf, corned beef, short ribs, Prime grades of meat trimmed of fat . 1 oz.
- Pork:** top loin, chop, Boston butt, cutlet 1 oz.
- Lamb:** rib roast, ground 1 oz.
- Veal;** cutlet (ground or cubed, unbreaded) 1 oz.
- Poultry:** chicken (dark meat with skin), ground turkey, ground chicken, fried chicken with skin 1 oz.
- Cheese with 5 grams or less fat per oz.;** feta, mozzarella 1 oz.
- Ricotta cheese ¼ cup (2 oz.)
- Egg (limit to 3 per week) 1
- Sausage with less than 5 grams fat per ounce 1 oz.
- Soy milk 1 cup
- Tofu 4 oz. or ½ cup



MEATS AND SUBSTITUTES LIST, continued

High Fat Meat and Substitutes	One exchange equals 0 grams carbohydrate, 7 grams protein, 8 grams fat, 100 calories
	Pork; spareribs, ground pork, pork sausage.....1 oz.
	Cheese: all regular cheese.....1 oz.
	Processed sandwich meats with 8 grams or less fat per oz. such as Bologna, pimento loaf, salami1 oz.
	Sausage, such as bratwurst, Italian, knockwurst, Polish.....1 oz.
	Hot dog (turkey or chicken).....1 (10/lb.)
	Bacon3 slices (20 sl./lb)

COUNT AS ONE HIGH-FAT MEAT PLUS ONE FAT EXCHANGE:

Hot dog (beef, pork or combination).....1 (10/lb.)
Peanut butter2 Tbsp.

FAT LIST: 0 Carb Choices per serving, 5 grams fat, 45 calories

Monounsaturated Fats	Avocado, medium.....1/8 (1 oz.)
	Oil (canola, olive, peanut butter).....1 tsp.
	Olives, ripe (black)8 large
	Olives, green10 large
	Nuts; almonds, cashews, mixed (50% peanuts).....6 nuts
	Peanuts.....10 nuts
	Pecans4 halves
	Peanut butter, smooth or chunky2 tsp.
	Sesame seeds1 Tbsp.
Polyunsaturated Fats	Margarine: stick, tub or squeeze.....1 tsp.
	Margarine: lower fat (30 – 50% vegetable oil).....1 Tbsp.
	Mayonnaise, regular1 tsp.
	Mayonnaise: reduced fat.....1 Tbsp.
	Nuts: English walnuts.....4 halves
	Oil: soybean, safflower, corn.....1 tsp.
	Salad dressing, regular.....1 Tbsp.
	Salad dressing, reduced fat2 Tbsp.
	Miracle Whip Salad Dressing, regular.....2 tsp.
	Miracle Whip Salad Dressing, reduced fat1 Tbsp.
	Seeds: Pumpkin, sunflower1 Tbsp.



FAT LIST, continued

Saturated	Bacon, cooked.....	1 sl. (20 sl. /lb)
	Bacon grease.....	1 tsp.
	Butter: stick.....	1 tsp.
	Butter: whipped	2 tsp.
	Butter: reduced fat	1 Tbsp.
	Chitterlings, boiled	2 Tbsp. (1/2 oz.)
	Cream, half and half	2 Tbsp.
	Cream cheese, regular.....	1 Tbsp. (1/2 oz.)
	Cream cheese, reduced fat.....	2 Tbsp. (1 oz.)
	Shortening or large	1 tsp.
	Sour cream, regular.....	2 Tbsp.
	Sour cream: reduced fat.....	3 Tbsp.

COMBINATION FOODS: Carb Choices as listed per serving.

TYPE	SERVING SIZE	EXCHANGES PER SERVING
Bean soup.....	1 cup.....	1 carb choice, 1 lean meat
Cream Soup (Made with water).....	1 cup.....	1 carb choice, 1 fat
Split Pea Soup.....	½ cup.....	1 carb choice
Tomato Soup (made with water)	1 cup.....	1 carb choice
Vegetable beef, chicken noodle, Other broth type soup	1 cup.....	1 carb choice
Pizza, cheese, thin crust.....	5 oz. (1/4 of 10").....	2 carb choices, 2 med-fat meats, 1 fat
Casseroles (tuna noodle, lasagna, chili with beans, macaroni and cheese).....	1 cup.....	2 carb choices, 2 med-fat meats

FREE FOODS LIST

A Free food is any food or drink that contains less than 20 calories per serving. Free foods with a serving size listed should be limited to three servings per day, spread throughout the day. Foods listed without a serving size may be eaten as desired.

Fat-free or Reduced Fat Foods	Cream cheese, fat free.....	1 Tbsp.
	Creamers, nondairy, liquid	1 Tbsp.
	Creamers, non-dairy, powdered.....	2 tsp.
	Mayonnaise, fat -free	1 Tbsp.
	Mayonnaise, reduced fat.....	1 tsp.
	Margarine, fat-free.....	1 Tbsp.
	Margarine, reduced fat.....	1 tsp.
	Miracle Whip, reduced fat	1 tsp.
	Nonstick cooking spray	
	Salad dressing, fat-free	1 Tbsp.
	Salad dressing, fat-free, Italian	2 Tbsp.
	Salsa.....	¼ C
	Sour cream, fat-free, reduced fat	1 Tbsp.
	Whipped topping, regular or light	2 Tbsp.

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FREE FOODS LIST, continued



Sugar free or Low sugar Foods	Candy, hard, sugar-free..... 1 candy Gelatin, dessert, sugar-free Gelatin, unflavored Gum, sugar-free Jam, jelly, low-sugar or light 2 tsp. Sugar substitute Syrup, sugar-free..... 2 Tbsp.
Drinks	Bouillon, broth, consommé Carbonated or mineral water Club soda Cocoa powder, unsweetened 1 Tbsp. Coffee Diet soft drinks, sugar-free Tea
Condiments	Catsup 1 Tbsp. Horseradish Lemon Juice Lime Juice Mustard Pickles, dill 1 ½ large Soy sauce, regular or light Taco Sauce..... 1 Tbsp. Vinegar
Seasonings	Flavoring extracts Garlic Herbs, fresh or dried Pimento Spices Tabasco or hot pepper sauce Worcestershire sauce

Be careful with seasonings that contain sodium or are salts, such as garlic salt, celery salt and lemon pepper.

Reference:

Adopted from American Diabetes Association and American Dietetic Association: Exchange Lists for Meal Planning, 1995.

INSULINS

PREPARATION & BRANDS	ONSET	PEAK	USUAL EFFECTIVE DURATION	MAXIMUM DURATION
Insulin aspart (Novolog)	5 to 10 minutes	1-3 hours	3 to 5 hours	6 to 8 hours
Insulin lispro (Humalog)	Less than 15 Minutes	½ to 1 ½ hours	2 to 4 hours	4 to 6 hours
Regular (Humulin R) (Novolin R) (ReliOn/Novolin R)	½ to 1 hour	2 to 3 hours	3 to 6 hours	6 to 10 hours
NPH (Humulin N) (Iletin NPH) (Novolin N) (ReliOn/Novolin N)	2 to 4 hours	4 to 10 hours	10 to 16 hours	14 to 18 hours
Lent (Humulin L) (Iletin II Lente) (Novolin L)	3 to 4 hours	4 to 12 hours	12 to 18 hours	16 to 20 hours
Ultra lente (Humulin U)	6 to 10 hours	-----	18 to 20 hours	20 to 24 hours
Insulin glargine (Lantus)	1.1 hours	-----	24 hours	24 hours
INSULIN MIXTURES				
Humalog Mix 75/25	Less than 15 Minutes	½ to 1 ½ hours	24 hours	24 hours
Humulin 70/30	½ hour	2 to 12 hours	24 hours	24 hours
Novolin 70/30	½ hour	2 to 12 hours	24 hours	24 hours
Humulin 50/50	½ hour	3 to 5 hours	24 hours	24 hours

REMEMBER: Each person has his or her own unique response to insulin, so the times mentioned here are approximate.

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ORAL HYPOGLYCEMIC AGENTS

GENERIC NAME	BRAND NAME	MAINTENANCE DOSE	POSSIBLE SIDE EFFECTS
ALPHA-GLUCOSIDASE INHIBITORS -Slow the digestion of some carbohydrates, so that the blood sugar peak after a meal isn't as high; take with first bite of each meal; Treat hypoglycemia with glucose			
Acarbose	Precose	50 – 100 mg; 3 x/day	Gas, bloating, diarrhea
Miglitol	Glyset	50 mg; 3 x/day	
BIGUANIDES – Keep the liver from releasing too much glucose; Precaution: not for people with kidney or liver problems.			
Metformin	Glucophage	500 mg.-2.5 g; 2-3 x/day	Nausea, diarrhea, loss of appetite, lactic acidosis
	Glucophage XR	500 mg.-2 g; 1-2 x/day	
MEGLITINIDES – Stimulate pancreas to release more insulin; Take within 30 minutes of meals, skip if you skip a meal.			
Nateglinide	Starlix	120 mg, 30 min before meals, 3 x/ day	Hypoglycemia, GI upset
Repaglinide	Prandin	.5 mg – 4 mg; 2-4 x/day	
SULFONYLUREAS – Stimulate pancreas to release more insulin			
Chlorpropamide 1 st generation	Diabinese	250 – 750 mg, 1 or more x/ day	Hypoglycemia; reaction with alcohol; increased cardiovascular mortality, GI upset, allergic skin reactions
Glimepiride 2 nd generation	Amaryl	1-4 mg, 1 x/ day	
Glipizide 2 nd generation	Glucotrol	5-40 mg, 1 or more x/day	Hypoglycemia; increased cardiovascular mortality, GI upset, allergic skin reactions, photosensitivity
	Glucotrol XL	5-10 mg, 1 x/ day	
Glyburide 2 nd generation	Diabeta	1.25 – 20 mg; 1 or more x/ day	
	Micronase	1.25 – 20 mg; 1 or more x/ day	
THAZOLIDINEDIONES – Decreases insulin resistance by making muscle cells more sensitive to insulin			
Pioglitazone	Actos	15 – 30 mg once daily	URI, edema, weight gain, anemia, change in serum lipids; Possible serious liver damage (nausea, vomiting, abdominal pain, fatigue, loss of appetite, dark urine)
Rosiglitazone	Avandia	4 – 8 mg; 1-2 x/day	

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12.33



CHIEF SOURCES OF VITAMINS

Vitamin A : Liver, egg yolk, fortified milk, dark green and deep yellow vegetables, fish liver oil

Vitamin B1 (Thiamin): Pork, wheat germ, enriched or whole grain products, yeast, legumes, peas, peanuts, soybeans

Vitamin B2 (Riboflavin): Liver and organ meats, green leafy vegetables, milk, cheese, enriched breads and cereals, eggs, lean meats, broccoli

Vitamin B6 (Pyridoxine): Whole grain cereals, legumes, liver, pork, wheat germ, yeast, bananas, potatoes, oatmeal

Vitamin B12 (Cobalamin): Liver, meats, eggs, cheese, milk, seafood

Biotin: Liver, milk, egg yolk, kidney, soybeans, yeast, fish, meats, oatmeal, whole grains, legumes

Vitamin C (Ascorbic Acid) : Citrus fruits, broccoli, sweet peppers, tomatoes, strawberries, cantaloupe, potatoes, raw cabbage

Vitamin D: Fortified milk, fish liver oils

Vitamin E: Wheat germ, vegetable oils, eggs, beef liver, milk, nuts

Folacin: Liver and organ meats, legumes, fresh green vegetables, nuts, eggs, whole grain cereals, active yeast, raw cabbage, orange juice, broccoli, banana

Vitamin K: Cabbage, dark green leafy vegetables, vegetable oils, liver, chick peas

Niacin: Meat, liver, brewer's yeast, fish, enriched cereal products, peanuts, legumes, milk, eggs, corn

Pantothenic Acid: Liver, egg yolk, wheat bran, yeast, fresh vegetables

References:

Pronsky, Z, MS, RD, FADA. Food Medication Interactions, 12th edition. Birchrunville, PA. 2002.

Mahan, L. and Escott-Stump, S, Eds. Krause's Food, Nutrition & Diet Therapy. W.B. Saunders Company, Philadelphia, 1996.

Shils, M. Olson, J, Shike, M, and Ross, A, Eds. Modern Nutrition in Health and Disease, 9th Edition. Williams & Wilkins, Baltimore. 1999.



CHIEF SOURCES OF MINERALS

Calcium: Milk, milk products, dried beans, corn tortillas processed with lime, dark green leafy vegetables, sardines, canned salmon, soy beans

Chromium: Liver, whole grains, oysters, bran cereals, mushrooms, prunes, raisins, potatoes, nuts, meats, cheese, seafood, broccoli, turkey leg, corn oil, clams, brewer's yeast

Copper: Liver, shellfish, nuts, legumes, chocolate, seeds, germ and bran of whole grains, organ meats

Iron: Liver, lean meat, whole grain or enriched cereals, poultry, molasses, dried fruits, lentils

Iodine: Seafood, iodized salt, seaweed

Magnesium: Brown rice, whole grain products, nuts, legumes, tofu, soybeans, avocado, banana, oatmeal

Phosphorus: Fish, meat, poultry, eggs, legumes, milk, cereal grains

Potassium: Fruits, especially oranges, bananas, apricots, cantaloupe, nectarine, peaches and dried fruits; milk; meat; vegetables, especially beets, broccoli, Brussels sprouts, cauliflower, celery, carrots, greens, green pepper, lentils, lima beans, potatoes, pumpkin, soy beans, tomato and winter squash

Selenium: Barley, oats, whole wheat, wheat germ, milk, scallops, smelts, brazil nuts

Zinc: Meat, liver, eggs, seafood, whole grain cereals, cashews, soy nuts, sunflower seeds, legumes

References:

Pronsky, Z, MS, RD, FADA. Food Medication Interactions, 12th edition. Birchrunville, PA. 2002.

Mahan, L. and Escott-Stump, S, Eds. Krause's Food, Nutrition & Diet Therapy. W.B. Saunders Company, Philadelphia, 1996.

Shils, M. Olson, J, Shike, M, and Ross, A, Eds. Modern Nutrition in Health and Disease, 9th Edition. Williams & Wilkins, Baltimore. 1999.



FOOD-DRUG INTERACTIONS

For information on food and drug interactions, the MDOC Dietitians recommend the use of the following publications:

- Food-Medication Interactions, current edition, Zaneta M. Pronsky, MS, RD, FADA
- HIV Medications-Food Interactions, current edition, Zaneta M. Pronsky, MS, RD, FADA and Cade Fields-Gardner, MS, RD/LD
- Physicians' Desk Reference – current edition.



Attachment G – MDOC Policy Directives and Operating Procedures

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Contract 071B4300009
Attachment H – MDOC Menu Plan Men's and Women's



Michigan Department of Corrections
**MDOC MEN'S MENU PLAN Food Group
 Guide¹**

MONTH:

DATES:

FOOD GROUP	Minimum Number of Servings	CYCLE:							CYCLE:							Cycle Average ¹ :
		S	M	T	W	T	F	S	S	M	T	W	T	F	S	
MEAT GROUP	5.5 oz per day															
MILK GROUP	2 Cups per day															
FRUIT GROUP	2 Cups per day															
VIT. C source	1 Good or 2 Fair per day															
VEG. GROUP	2 1/2 Cups per day															
VIT. A source	3 Cups in 2 Weeks															
BREAD and CEREAL GROUP	6 oz per day															

The MDOC Menu Plan Food Group Guide was developed from previous Food Guide Pyramid guidelines (developed by the United States Department of Agriculture for use in planning nutritionally sound menus for healthy Americans).

Analysis Prepared by:

 Name Signature Position Title Date

Contract 071B430009
Attachment H – MDOC Menu Plan Men's and Women's



Michigan Department of Corrections
**MDOC MEN'S MENU PLAN Food Group
 Guide¹**

MONTH:

DATES:

FOOD GROUP	Minimum Number of Servings	CYCLE:							CYCLE:							Cycle Average ³ :
		S	M	T	W	T	F	S	S	M	T	W	T	F	S	
MEAT GROUP	5.5 oz per day															
MILK GROUP	2 Cups per day															
FRUIT GROUP	2 Cups per day															
VIT. C source	1 Good or 2 Fair per day															
VEG. GROUP	2 ¼ Cups per day															
VIT. A source	3 Cups in 2 Weeks															
BREAD and CEREAL GROUP	6 oz per day															

* The MDOC Menu Plan Food Group Guide was developed from previous Food Guide Pyramid guidelines (developed by the United States Department of Agriculture for use in planning nutritionally sound menus for healthy Americans).

Analysis Prepared by:

 Name Signature Position Title Date

¹Guidelines established and ratified by Food Service CQI Team dietitians, July 2009

²Target levels based on men's MDOC standard calorie level intake (2600/day).

³Daily average over cycle length. Vit. A amount is the sum, rather than average, per target level requirement.



Attachment H – MDOC Menu Plan Men's and Women's (cont.)

Michigan Department of Corrections

MONTH:

MDOC MEN'S MENU PLAN Food Group Guide¹

DATES:

FOOD GROUP	Minimum Number of Servings	CYCLE:							CYCLE:							Cycle Average ³			
		S	M	T	W	T	F	S	S	M	T	W	T	F	S				
MEAT GROUP	5.5 oz per day																		
MILK GROUP	2 Cups per day																		
FRUIT GROUP	2 Cups per day																		
VIT. C source	1 Good or 2 Fair per day																		
VEG. GROUP	2 ½ Cups per day																		
VIT. A source	3 Cups in 2 Weeks																		
BREAD and CEREAL GROUP	6 oz per day																		
<p>* The MDOC Menu Plan Food Group Guide was developed from previous Food Guide Pyramid guidelines (developed by the United States Department of Agriculture for use in planning nutritionally sound menus for healthy Americans).</p>																			
<p>Analysis Prepared by:</p>																			
Name				Signature				Position				Title				Date			

¹Guidelines established and ratified by Food Service CQI Team dietitians, July 2009

²Target levels based on men's MDOC standard calorie level intake (2,600/day).

³Daily average over cycle length. Vit. A amount is the sum, rather than average, per target level requirement.



Attachment H -- MDOC Menu Plan Men's and Women's (cont.)

Examples of Servings

Meat: 1 oz equivalent

- 1 oz cooked meat, poultry, fish
- 1/2 c cooked beans
- 1 egg
- 2 Tbsp peanut butter
- 1 oz cheese
- 1/4 c cottage cheese

Fruit Group: 1/2 cup equivalent

- 1/2 cup full strength fruit juice
- 1/2 cup fresh or canned fruit
- 1/2 c dried fruit
- 1/2 ea apple or orange
- 1 petite banana

Milk: 1 cup equivalent

- 1 c milk or yogurt
- 1 1/2 oz natural cheese
- 2 oz processed cheese

Vegetable: 1/2 cup equivalent

- 1/2 c chopped raw
- 1/2 c juice
- 1/2 c cooked
- 1 c. raw leafy green

Bread and Cereal: 1 serving equivalent

- 1 slice bread
- 1 each dinner roll, biscuit
- 1 oz. ready to eat cereal
- 1/2 c cooked cereal
- 1/2 cup cooked pasta or rice

NOTE:

Count cheese as milk or meat, not both simultaneously
 Count legumes as meat or vegetable, not both simultaneously

Vitamin A good sources

- | | |
|----------------|------------|
| carrots | spinach |
| broccoli | greens |
| winter squash | apricots |
| pumpkin | cantaloupe |
| sweet potatoes | |

Vitamin C good sources

- grapefruit
- oranges
- cantaloupe
- strawberries
- broccoli
- brussel sprouts
- green a red peppers

Vitamin C fair sources

- | | |
|-----------------|----------------|
| honey dew melon | white potatoes |
| watermelon | sweet potatoes |
| lemon | spinach |
| lime | rutabaga |
| tangerine | tomato |
| greens | cabbage |
| cauliflower | |



Attachment H – MDOC Menu Plan Men's and Women's (cont.)

Michigan Department of Corrections

MONTH:

MDOC WOMEN'S MENU PLAN Food Group Guide¹

DATES:

FOOD GROUP	Minimum Number of Servings	CYCLE:							CYCLE:							Cycle Average ² :
		S	M	T	W	T	F	S	S	M	T	W	T	F	S	
MEAT GROUP	5 oz per day															
MILK GROUP	3 Cups per day															
FRUIT GROUP	2 Cups per day															
VIT. C source	1 Good or 2 Fair per day															
VEG. GROUP	2 Cups per day															
VIT. A source	3 Cups in 2 Weeks															
BREAD and CEREAL GROUP	6 oz per day															

* The MDOC Menu Plan Food Group Guide was developed from previous Food Guide Pyramid guidelines (developed by the United States Department of Agriculture for use in planning nutritionally sound menus for healthy Americans).

Analysis Prepared by:

 Name Signature Position Title Date

¹ Guidelines established and ratified by Food Service CQI Team dietitians, July 2009

² Target levels based on men's MDOC standard calorie level intake (2,200/day).

³ Daily average over cycle length. Vit. A amount is the sum, rather than average, per target level requirement.



Attachment H – MDOC Menu Plan Men's and Women's (cont.)

Examples of Servings

Meat: 1 oz equivalent

- 1 oz cooked meat, poultry, fish
- 1/2 c cooked beans
- 1 egg
- 2 Tbsp peanut butter
- 1 oz cheese
- 1/4 c cottage cheese

Fruit Group: 1/2 cup equivalent

- 1/2 cup full strength fruit juice
- 1/2 cup fresh or canned fruit
- 1/2 c dried fruit
- 1/2 ea apple or orange
- 1 petite banana

Milk: 1 cup equivalent

- 1 c milk or yogurt
- 1 1/2 oz natural cheese
- 2 oz processed cheese

Vegetable: 1/2 cup equivalent

- 1/2 c chopped raw
- 1/2 c juice
- 1/2 c cooked
- 1 c. raw leafy green

Bread and Cereal: 1 serving equivalent

- 1 slice bread
- 1 each dinner roll, biscuit
- 1 oz. ready to eat cereal
- 1/2 c cooked cereal
- 1/2 cup cooked pasta or rice

NOTE:

- Count cheese as milk or meat, not both simultaneously
- Count legumes as meat or vegetable, not both simultaneously

Vitamin A good sources

- | | |
|----------------|------------|
| carrots | spinach |
| broccoli | greens |
| winter squash | apricots |
| pumpkin | cantaloupe |
| sweet potatoes | |

Vitamin C good sources

- grapefruit
- oranges
- cantaloupe
- strawberries
- broccoli
- brussel sprouts
- green a red peppers

Vitamin C fair sources

- | | |
|-----------------|----------------|
| honey dew melon | white potatoes |
| watermelon | sweet potatoes |
| lemon | spinach |
| lime | rutabaga |
| tangerine | tomato |
| greens | cabbage |
| cauliflower | |



Attachment I – Prisoner Worker Safety Training Record

**MICHIGAN DEPARTMENT OF CORRECTIONS
PRISONER WORKER SAFETY TRAINING RECORD**

CAJ-929
3/07
4635-0900

Facility:

Upon completion of any safety and health training, the supervisor will record the training information listed below. The supervisor will maintain and update this training record for each prisoner worker. Copy this form as needed.

(Please Print)

PRISONER NAME:	PRISONER#:
JOB TITLE:	DATE OF HIRE:
OFFICE/DIVISION:	SUPERVISOR:

TRAINING REQUIRED FOR ALL PRISONER WORKERS

TRAINING	SUPERVISOR	WORKER INITIALS	DATE
General Safety Orientation			
Hazard Communication – Right To Know			
Personal Protective Equipment			

OTHER JOB SPECIFIC SAFETY TRAINING: (Safety training matrices in Section 4 of the MDOC Occupational Safety and Health Policy and Procedures Manual provide a list of required safety and health training by type of work.)

TRAINING	SUPERVISOR	WORKER INITIALS	DATE

Original: Assignment Supervisor (no copies)



Attachment J – Sanitation Inspection Report

MICHIGAN DEPARTMENT OF CORRECTIONS
SANITATION INSPECTION REPORT

CAH-850
 REV. 07/03

WEEKLY (check one) MONTHLY

Facility: _____

In accordance with PD 04 03 102 a sanitation inspection was conducted at this area today. Items of non-compliance are indicated.

Department/Housing Unit:				Date:			
INSPECTED AREAS	YES	NO	N/A	INSPECTED AREAS	YES	NO	N/A
LIGHTING:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	TEMPERATURES: AIR _____ °F Hot water _____ °F (100 – 120 °F)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SOUND LEVELS:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	VENTILATION:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
WINDOWS/SCREEN/DOORS:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	WALLS/CEILING/ATTACHMENTS:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
RESTROOMS:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	SHOWERS:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ROOMS/CELLS:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	FLOORS/STAIRS:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
CELL/ROOM VENTS:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	STORAGE AREAS:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
FOOD SLOTS:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	HAZARDOUS MATERIALS:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SOLID WASTE:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	MATTRESS/PILLOW/BLANKET:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ELECTRICAL:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	LAUNDRY FACILITIES:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MECHANICAL AREAS:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	MOP CLOSETS/SINKS:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
COMMON AREAS:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	HOUSEKEEPING PLAN:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PLUMBING:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	BARBERING AREAS:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PEST CONTROL:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	OTHER:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

COMMENTS/CORRECTIVE ACTION:

Please initiate corrective action as soon as possible.

Inspection Report Prepared by: _____

Person in Charge During Inspection: _____



Attachment K – Facility Inspection Response Report

MICHIGAN DEPARTMENT OF CORRECTIONS

CRX-113
4/91

FACILITY INSPECTION RESPONSE REPORT FACILITY INSPECTION RESPONSE

FACILITY		FACILITY HEAD SIGNATURE	DATE	INDICATE STATUS- IF NOT PREVIOUSLY CORRECTED		INDICATE STATUS- IF NOT PREVIOUSLY CORRECTED	
TYPE OF INSPECTION	INSPECTION DATE	REPORT RECEIVED DATE	30 DAY FACILITY RESPONSE DATE	120 DAY FOLLOW-UP DATE	210 DAY FOLLOW-UP DATE		
DEFICIENCIES		CORRECTIVE ACTION/REBUTTAL	CORRECTION DATE	CORRECTED		COMMENTS	
RECORD EACH VIOLATION CITED IN INSPECTION REPORT. EXCLUDE NARRATIVE DISCUSSIONS.		DESCRIBE SPECIFIC CORRECTIVE ACTION OR REASON FOR REBUTTAL.		YES	NO	YES	NO
				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Attachment L – Contracted Services by Facility

CONTRACTED SERVICES BY FACILITY					
FACILITY		PROVIDED TO	quantity	SERVICES	OTHER SERVICES
ALGER	LMF	Alger County Jail	20	3 meals/day	
BARAGA	AMF	Baraga County Jail	22	3 meals/day	therapeutic diets when necessary
BELLAMY CREEK	IBC	none			
E. C. BROOKS / WEST SHORELINE	LRf / MTF	none			
CARSON CITY EAST / WEST	DRF E / DRE W	none			
CHARLES EGELER	RGC	none			
COOPER STREET	JCS	none			
G. ROBERT COTTON	JCF	none			
GUS HARRISON	ARF	none			
RICHARD A. HANDLON	MTU	none			
INDIA	ICF	none			BAKERY SERVICES TO MTU
KINROSS/CHIPPEWA	XCF-HTF / URF	none			
LAKELAND/CRAVE	LCF-ACF	none			
MACOMB	MRF	none			
MARQUETTE	MBP	none			
CENTRAL MICHIGAN	STF	none			
NEWBERRY	NCF	none			
OAKS	ECF	none			
OJIBWAY	OCF	none			
PARNALL	SMT	none			
PUGSLEY	MPF	none			
MI REFORMATORY	RMJ / ITF	none			BAKERY SERVICES TO IBC
RYAN	RRF	none			
SAGINAW	SRF	none			
SPECIAL ALT INCARCERATION	SAI	none			
ST. LOUIS	SLF	none			
THUMB	TCF	none			
WOODLAND	WCC	DHS Maxey Boys	225	meals / day	



Attachment M - Vegan-Kosher Menu - Men's and Women's

MICHIGAN DEPARTMENT OF CORRECTIONS - VEGAN - MENS									
Facility Name Here									Week 1
9/15/2013									For the Week of : 9/15/2013
A 100% Bran Cereal may be substituted for the cereal listed. Beverage is sweetened or unsweetened.									
MENU SUBJECT TO CHANGE WITHOUT NOTICE ONLY VEGAN-KOSHER-HALAL INGREDIENTS ARE TO BE USED.									
	9/16 SUNDAY	9/16 MONDAY	9/17 TUESDAY	9/18 WEDNESDAY	9/19 THURSDAY	9/20 FRIDAY	9/21 SATURDAY		
B R E A K F A S T	1 C Oatmeal	1 C Raisin OR 1 C High Fiber Cereal	1 C Grits	1 C Oatmeal OR 1 C High Fiber Cereal	1 C Raisin	1 C Grits OR 1 C High Fiber Cereal	1 C High Fiber Cereal		
	2 sl Whole Wheat Toast	2 sl Whole Wheat Toast	2 sl Whole Wheat Toast	2 sl Whole Wheat Toast	2 sl Whole Wheat Toast	2 sl Whole Wheat Toast	2 sl Whole Wheat Bread		
	#80 Jelly: Regular OR Diet OR	#80 Jelly: Regular OR Diet	#80 Jelly: Regular OR Diet OR	#30 Peanut Butter	#80 Jelly: Regular OR Diet OR	2 sl Whole Wheat Toast	#30 Peanut Butter		
	1 pc Glazed Coffee Cake		1 pc High Fiber Bran Cake		1 pc Glazed Coffee Cake	#80 Jelly: Regular OR Diet	#80 Jelly		
#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine		
2 pks Sugar OR 1 pk Sugar Sub	2 pks Sugar OR 1 pk Sugar Sub	2 pks Sugar OR 1 pk Sugar Sub	2 pks Sugar OR 1 pk Sugar Sub	2 pks Sugar OR 1 pk Sugar Sub	2 pks Sugar OR 1 pk Sugar Sub	2 pks Sugar OR 1 pk Sugar Sub	2 pks Sugar OR 1 pk Sugar Sub		
1/2 C Juice: Orange OR Apple	1/2 C Juice: Orange OR Apple	1/2 C Juice: Orange OR Apple	1/2 C Juice: Orange OR Apple	1/2 C Juice: Orange OR Apple	1/2 C Juice: Orange OR Apple	1/2 C Juice: Orange OR Apple	1/2 C Juice: Orange OR Apple		
1 C Smart Milk	1 C Smart Milk	1 C Smart Milk	1 C Smart Milk	1 C Smart Milk	1 C Smart Milk	1 C Smart Milk	1 C Smart Milk		
L U N C H	6 oz Soy Loaf	6 oz BBQ Bean Patty	6 oz Oat Burger	6 oz Western Bean Burger	4 oz Soy Meatballs	6 oz Vegetable Bean Patty	1 C Bean Salad w/Onion		
	1 C Garlic Mashed Potatoes	1 C Vegetarian Bean Soup	1 C Brown Rice	1 C Mashed Potatoes	1 C Spaghetti Noodles	1 C Brown Rice Pilaf	6 ea Carrot Sticks		
	1/2 C Carrots	3 pk Lo-Sodium Crackers	1/2 C Beans	1 C Tossed Salad	1/2 C Ruffin Sauce	1 C Carrot Apple Salad	2 sl Whole Wheat Bread		
	2 sl Whole Wheat Bread	1/2 C Cole Slaw	2 sl Whole Wheat Bread	#30 Low Fat Thousand Island Dressing	1/2 C Green Beans	2 sl Whole Wheat Bread	#100 Whipped Margarine		
#100 Whipped Margarine	2 sl Whole Wheat Bread	#100 Whipped Margarine	2 sl Whole Wheat Bread	2 sl Whole Wheat Bread	1 ea Banana OR	1 ea Whipped Margarine			
1/2 C Peaches OR	#100 Whipped Margarine	#100 Mustard	#100 Whipped Margarine	#100 Whipped Margarine	1 pc Applesauce Cake	1 pc White Cake			
1 ea Sugar Cookie	1 ea Banana OR	1/2 C Apple OR	1/2 C Peas OR	1/2 C Applesauce OR	1 C Smart Milk OR	1 C Smart Milk OR			
1 C Smart Milk OR	1 ea Oatmeal Cookie	1 pc White Cake	1 pc Chocolate Cake	1 ea Oatmeal Cookie	1 C Grape Drink Reg OR Diet	1 C Orange Drink Reg OR Diet			
1 C Fruit Punch Drink Reg OR Diet	1 C Smart Milk OR	1 C Smart Milk OR	1 C Smart Milk OR	1 C Smart Milk OR					
	1 C Grape Drink Reg OR Diet	1 C Grape Drink Reg OR Diet	1 C Orange Drink Reg OR Diet	1 C Blue Raspberry Drink Reg OR Diet	1 C Fruit Punch Drink Reg OR Diet				
D I N N E R	#30 Peanut Butter	1 1/4 C Scalloped Potatoes w/Soy	1 1/4 C Soy Cabbage Casserole	1 1/4 C Vegetable Stir Fry w/Beans	3 oz BBQ Soy	6 oz Vegan Sandwich w/Bean Spread	#30 Peanut Butter		
	#80 Jelly: Regular OR Diet					1/4 C Lettuce	#80 Jelly		
						2 sl Tomato			
	1/2 C Hash Browns	1/2 C Collard Greens	1 C Simmered Western Beans	1 C Brown Rice	#30 Chopped Onions	1/2 C Collard Greens	1 C Potato Salad		
#30 Catsup	2 sl Whole Wheat Bread	1/2 C Spinach	1 C Tossed Salad	1/2 C Colelaw	1 C Potatoe O'Brien	1 C Tossed Salad			
1 C Tossed Salad	#100 Whipped Margarine	2 sl Whole Wheat Bread	#30 Low Fat House Dressing	1 C Potato Wedges	2 sl Whole Wheat Bread	#30 Low Fat Ranch Dressing			
#30 Low Fat Ranch Dressing	1 ea Orange OR	#100 Whipped Margarine	2 sl Whole Wheat Bread	2 sl Whole Wheat Bread	#100 Whipped Margarine	2 sl Whole Wheat Bread			
2 sl Whole Wheat Bread	1 ea Sugar Cookie	1 ea Orange OR	#100 Whipped Margarine	#100 Whipped Margarine	1 ea Apple OR	1 ea Apple OR			
#100 Whipped Margarine	1 C Smart Milk OR	1 ea Oatmeal Cookie	1 ea Apple OR	1 ea Orange OR	1 pc Chocolate Cake	1 ea Brownie			
1 ea Orange OR	1 C Blue Raspberry Drink Reg OR Diet	1 C Smart Milk OR	1 ea Sugar Cookie	1 C Smart Milk OR	1 C Smart Milk OR	1 C Smart Milk OR			
1 ea Oatmeal Cookie		1 C Fruit Punch Drink Reg OR Diet	1 C Smart Milk OR	1 C Orange Drink Reg OR Diet	1 C Blue Raspberry Drink Reg OR Diet	1 C Fruit Punch Drink Reg OR Diet			
1 C Smart Milk OR									
1 C Orange Drink Reg OR Diet									
FOOD SERVICE DIRECTOR:				WARDEN/DESIGNEE:					



Attachment M – Vegan-Kosher Menu – Men's and Women's (cont.)

MICHIGAN DEPARTMENT OF CORRECTIONS - VEGAN - MENS									
Facility Name Here								Week 2	
01/16/2013								For the Week of 02/22/2013	
A 100% Bran Cereal may be substituted for the cereal listed. Beverage is sweetened or unsweetened.									
MENU SUBJECT TO CHANGE WITHOUT NOTICE ONLY VEGAN-KOSHER-HALAL INGREDIENTS ARE TO BE USED.									
	9/22 SUNDAY	9/23 MONDAY	9/24 TUESDAY	9/25 WEDNESDAY	9/26 THURSDAY	9/27 FRIDAY	9/28 SATURDAY		
B R E A K F A S T	1 C Raisin	1 C Grits OR 1 C High Fiber Cereal	1 C Oatmeal	1 C Raisin OR 1 C High Fiber Cereal	1 C Grits	1 C Oatmeal OR 1 C High Fiber Cereal	1 C High Fiber Cereal	1 C High Fiber Cereal	1 C High Fiber Cereal
	2 sl Whole Wheat Toast	2 sl Whole Wheat Toast	2 sl Whole Wheat Toast	2 sl Whole Wheat Toast	2 sl Whole Wheat Toast	2 sl Whole Wheat Toast	2 sl Whole Wheat Bread OR	2 sl Whole Wheat Bread OR	2 sl Whole Wheat Bread OR
	#60 Jelly: Regular OR Diet OR	#60 Jelly: Regular OR Diet	#60 Jelly: Regular OR Diet OR	#60 Jelly: Regular OR Diet OR	#60 Jelly: Regular OR Diet OR	#60 Jelly: Regular OR Diet OR	#60 Jelly: Regular OR Diet OR	#60 Jelly: Regular OR Diet OR	#60 Jelly: Regular OR Diet OR
	1 pc High Fiber Bran Cake		1 pc Glazed Coffee Cake		1 pc Glazed Coffee Cake		1 pc Glazed Coffee Cake		1 pc Glazed Coffee Cake
	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine
	2 pks Sugar OR 1 pk Sugar Sub	2 pks Sugar OR 1 pk Sugar Sub	2 pks Sugar OR 1 pk Sugar Sub	2 pks Sugar OR 1 pk Sugar Sub	2 pks Sugar OR 1 pk Sugar Sub	2 pks Sugar OR 1 pk Sugar Sub	2 pks Sugar OR 1 pk Sugar Sub	2 pks Sugar OR 1 pk Sugar Sub	2 pks Sugar OR 1 pk Sugar Sub
1/2 C Juice: Orange OR Apple	1/2 C Juice: Orange OR Apple	1/2 C Juice: Orange OR Apple	1/2 C Juice: Orange OR Apple	1/2 C Juice: Orange OR Apple	1/2 C Juice: Orange OR Apple	1/2 C Juice: Orange OR Apple	1/2 C Juice: Orange OR Apple	1/2 C Juice: Orange OR Apple	
1 C Smart Milk	1 C Smart Milk	1 C Smart Milk	1 C Smart Milk	1 C Smart Milk	1 C Smart Milk	1 C Smart Milk	1 C Smart Milk	1 C Smart Milk	
L U N C H	1 1/4 C Soy Noodle Casserole	6 oz Black Bean Burger	4 oz Soy Sloppy Joe	3/4 C Bean Spread	4 oz Soy Meatballs	6 oz Black Bean Burger	#30 Peanut Butter #60 Jelly: Regular OR Diet	#30 Peanut Butter #60 Jelly: Regular OR Diet	#30 Peanut Butter #60 Jelly: Regular OR Diet
	1 C Green Beans	2 sl Whole Wheat Bread	1/2 C Parslief Potatoes	2 sl Whole Wheat Bread	1 C Spaghetti Noodles	1/2 C Brown Rice	1 C Pasta Salad	1 C Pasta Salad	
	1 pc Cornbread	#60 Mustard	3 ea Carrot Sticks	1 C Oven Broiled Potatoes	1/2 C Italian Sauce	1/2 C Baked Beans	2 ea Tomato Slices	2 ea Tomato Slices	
	#100 Whipped Margarine	#30 Chopped Onions	1/2 C Celery Sticks	#30 Catsup	1/2 C Spinach	3 ea Carrot Sticks	1 C Three Bean Salad	1 C Three Bean Salad	
	1/2 C Pineapple OR	1/2 C Baked Beans	2 sl Whole Wheat Bread	1 C Tossed Salad	2 sl Whole Wheat Bread	1/2 C Cole Slaw	2 sl Whole Wheat Bread	2 sl Whole Wheat Bread	
	1 pc Chocolate Cake	1/2 C Cole Slaw	#100 Whipped Margarine	#30 Low Fat Thousand Island Dressing	#100 Whipped Margarine	2 sl Whole Wheat Bread	#100 Whipped Margarine	#100 Whipped Margarine	
1 C Smart Milk OR	1 ea Banana OR	1 ea Orange OR	#100 Whipped Margarine	1 ea Orange OR	1/2 C Peach OR	1 ea Orange OR	1 ea Orange OR		
1 C Blue Raspberry Drink Reg OR Diet	1 ea Sugar Cookie	1 ea Sugar Cookie	1/2 C Peach OR	1 ea Brownie	1/2 C Peach OR	1 ea Oatmeal Cookie	1 ea Oatmeal Cookie		
	1 C Smart Milk OR	1 C Smart Milk OR	1 C Oatmeal Cookie	1 C Smart Milk OR	1 C Smart Milk OR	1 C White Cake	1 C Smart Milk OR		
	1 C Fruit Punch Drink Reg OR Diet	1 C Fruit Punch Drink Reg OR Diet	1 C Smart Milk OR	1 C Smart Milk OR	1 C Blue Raspberry Drink Reg OR Diet	1 C Smart Milk OR	1 C Smart Milk OR		
			1 C Orange Drink Reg OR Diet	1 C Orange Drink Reg OR Diet	1 C Fruit Punch Drink Reg OR Diet	1 C Fruit Punch Drink Reg OR Diet	1 C Grape Drink Reg OR Diet		
D I N N E R	3 oz Seasoned Soy Crumbles	1 C Bean Salad w/Onion	#30 Peanut Butter #60 Jelly: Regular OR Diet	6 oz Porcupine Bean Balls	6 oz Vegan Sandwich w/Bean Spread	1 1/4 C Soy Cabbage Casserole	1 C Bean Sandwich Spread	1 C Bean Sandwich Spread	
	1/2 C Corn	1/2 C Collard Greens	1/2 C Hashbrowns	1 C Noodles	2 sl Whole Wheat Bread	1 C Brown Rice	1 C Toasted Salad	1 C Toasted Salad	
	1/2 C Simmered Pinto Beans	1 C Mashed Potatoes	1 C Tossed Salad	1/4 C Brown Gravy	1 C French Fries	1/2 C Green Beans	1/2 C Pickled Beets	1/2 C Pickled Beets	
	3/4 C Chopped Lettuce	2 sl Whole Wheat Bread	#30 Low Fat Ranch Dressing	1/2 C Carrots	1 C Tossed Salad	2 sl Whole Wheat Bread	#30 Low Fat Thousand Island Dressing	#30 Low Fat Thousand Island Dressing	
	1/4 C Salsa	#100 Whipped Margarine	2 sl Whole Wheat Toast	2 sl Whole Wheat Bread	#30 Low Fat House Dressing	#100 Whipped Margarine	2 sl Whole Wheat Bread	2 sl Whole Wheat Bread	
	2 ea Taco Shells	1 ea Orange OR	#100 Whipped Margarine	#100 Whipped Margarine	#60 Catsup	1 ea Banana OR	#100 Whipped Margarine	#100 Whipped Margarine	
1 ea Orange OR	1 pc White Cake	1 ea Apple OR	1 ea Orange OR	1 ea Apple OR	1 pc Chocolate Cake	1 ea Apple OR	1 ea Apple OR		
1 ea Sugar Cookie	1 C Smart Milk OR	1 pc Coffee Cake	1 ea Sugar Cookie	1 ea Oatmeal Cookie	1 C Smart Milk OR	1 C Smart Milk OR	1 ea Apple Spice Cake		
1 C Smart Milk OR	1 C Orange Drink Reg OR Diet	1 C Smart Milk OR	1 C Smart Milk OR	1 C Smart Milk OR	1 C Orange Drink Reg OR Diet	1 C Smart Milk OR	1 C Smart Milk OR		
1 C Grape Drink Reg OR Diet		1 C Blue Raspberry Drink Reg OR Diet	1 C Fruit Punch Drink Reg OR Diet	1 C Fruit Punch Drink Reg OR Diet	1 C Grape Drink Reg OR Diet	1 C Smart Milk OR	1 C Blue Raspberry Drink Reg OR Diet		
FOOD SERVICE DIRECTOR:				WARDEN/DESIGNEE:					



Attachment M - Vegan-Kosher Menu - Men's and Women's (cont.)

MICHIGAN DEPARTMENT OF CORRECTIONS - VEGAN - MENS										Week 3
Facility Name Here										For the Week of :
9/15/2013										9/29/2013
A 100% Bran Cereal may be substituted for the cereal listed. Beverage is sweetened or unsweetened.										
MENU SUBJECT TO CHANGE WITHOUT NOTICE ONLY VEGAN-KOSHER-HALAL INGREDIENTS ARE TO BE USED.										
	9/29 SUNDAY	9/30 MONDAY	10/1 TUESDAY	10/2 WEDNESDAY	10/3 THURSDAY	10/4 FRIDAY	10/5 SATURDAY			
B R E A K F A S T	1 C Oatmeal	1 C Ralston OR 1 C High Fiber Cereal	1 C Grits	1 C Oatmeal OR 1 C High Fiber Cereal	1 C Ralston	1 C Grits OR 1 C High Fiber Cereal	1 C High Fiber Cereal	1 C	High Fiber Cereal	
	2 sl Whole Wheat Toast	2 sl Whole Wheat Toast	2 sl Whole Wheat Toast	2 sl Whole Wheat Toast	2 sl Whole Wheat Toast	2 sl Whole Wheat Toast	2 sl Whole Wheat Bread	2 sl	Whole Wheat Bread	
	#60 Jelly: Regular OR Diet OR	#60 Jelly: Regular OR Diet	#60 Jelly: Regular OR Diet OR	#30 Peanut Butter	#60 Jelly: Regular OR Diet OR	#60 Jelly: Regular OR Diet OR	#60 Jelly: Regular OR Diet	#90 Peanut Butter Jelly	#90	Peanut Butter Jelly
	1 pc Glazed Coffee Cake		1 pc High Fiber Bran Cake		1 pc Glazed Coffee Cake					
#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	#100	Whipped Margarine	
2 pks Sugar OR 1 pk Sugar Sub	2 pks Sugar OR 1 pk Sugar Sub	2 pks Sugar OR 1 pk Sugar Sub	2 pks Sugar OR 1 pk Sugar Sub	2 pks Sugar OR 1 pk Sugar Sub	2 pks Sugar OR 1 pk Sugar Sub	2 pks Sugar OR 1 pk Sugar Sub	2 pks Sugar OR 1 pk Sugar Sub	2 pks	Sugar OR 1 pk Sugar Sub	
1/2 C Juice: Orange OR Apple	1/2 C Juice: Orange OR Apple	1/2 C Juice: Orange OR Apple	1/2 C Juice: Orange OR Apple	1/2 C Juice: Orange OR Apple	1/2 C Juice: Orange OR Apple	1/2 C Juice: Orange OR Apple	1/2 C Juice: Orange OR Apple	1/2 C	Juice: Orange OR Apple	
1 C Smart Milk	1 C Smart Milk	1 C Smart Milk	1 C Smart Milk	1 C Smart Milk	1 C Smart Milk	1 C Smart Milk	1 C Smart Milk	1 C	Smart Milk	
L U N C H	#30 Peanut Butter #60 Jelly: Regular OR Diet	1 1/4 C Scalloped Potatoes w/Soy	1 1/4 C Soy Cabbage Casserole	1 1/4 C Vegetable Str Fry w/Beans	3 oz BBQ Soy	6 oz Vegan Sandwich w/Bean Spread 1/4 C Lettuce 2 sl Tomato	#30 Peanut Butter #60 Jelly			
	1/2 C Hash Browns	1/2 C Collard Greens	1 C Skimmed Western Beans	1 C Brown Rice	#30 Chopped Onions	1/2 C Collard Greens	1 C Potato Salad			
	#30 Catsup	2 sl Whole Wheat Bread	1/2 C Spinach	1 C Tossed Salad	1/2 C Coleslaw	1 C Potatoes O'Brien	1 C Tossed Salad			
	1 C Tossed Salad	#100 Whipped Margarine	2 sl Whole Wheat Bread	#30 Low Fat House Dressing	1 C Potato Wedges	2 sl Whole Wheat Bread	#100 Whipped Margarine	#30 Low Fat Ranch Dressing		
	#30 Low Fat Ranch Dressing	1 ea Orange OR	#100 Whipped Margarine	2 sl Whole Wheat Bread	2 sl Whole Wheat Bread	1 ea Apple OR	2 sl Whole Wheat Bread	2 sl	Whole Wheat Bread	
	2 sl Whole Wheat Bread	1 ea Sugar Cookie	1 ea Orange OR	#100 Whipped Margarine	#100 Whipped Margarine	1 ea Orange OR	1 ea Apple OR	1 ea	Whole Wheat Bread	
	#100 Whipped Margarine	1 C Smart Milk OR	1 ea Oatmeal Cookie	1 ea Apple OR	1 ea Sugar Cookie	1 ea Sugar Cookie	1 ea Apple OR	1 ea	Apple OR	
	1 ea Orange OR	1 C Blue Raspberry Drink Reg OR Diet	1 C Smart Milk OR	1 ea Sugar Cookie	1 C Smart Milk OR	1 C Smart Milk OR	1 ea Brownie	1 ea	Brownie	
	1 ea Oatmeal Cookie		1 C Fruit Punch Drink Reg OR Diet	1 C Smart Milk OR	1 C Smart Milk OR	1 C Smart Milk OR	1 C Smart Milk OR	1 C	Smart Milk OR	
	1 C Smart Milk OR			1 C Grape Drink Reg OR Diet	1 C Orange Drink Reg OR Diet	1 C Orange Drink Reg OR Diet	1 C Blue Raspberry Drink Reg OR Diet	1 C	Fruit Punch Drink Reg OR Diet	
1 C Orange Drink Reg OR Diet										
D I N N E R	6 oz Soy Loaf	6 oz BBQ Bean Patty	6 oz Oat Burger	6 oz Western Bean Burger	4 oz Soy Meatballs	6 oz Vegetable Bean Patty	1 C Bean Salad w/Onion			
	1 C Garlic Mashed Potatoes	1 C Vegetarian Bean Soup	1 C Brown Rice	1 C Mashed Potatoes	1 C Spaghetti Noodles	1 C Brown Rice Pilaf	6 ea Carrot Sticks			
	1/2 C Carrots	3 pk Lo-Sodium Crackers	1/2 C Beets	1 C Tossed Salad	1/2 C Italian Sauce	1 C Carrot Apple Salad	2 sl Whole Wheat Bread			
	2 sl Whole Wheat Bread	1/2 C Cole Slaw	2 sl Whole Wheat Bread	#30 Low Fat Thousand Island Dressing	1/2 C Green Beans	2 sl Whole Wheat Bread	#100 Whipped Margarine			
	#100 Whipped Margarine	2 sl Whole Wheat Bread	#100 Whipped Margarine	2 sl Whole Wheat Bread	2 sl Whole Wheat Bread	1 ea Banana OR	1 ea Orange OR			
	1/2 C Peaches OR	#100 Whipped Margarine	#100 Mustard	#100 Whipped Margarine	#100 Whipped Margarine	1 pc Applesauce Cake	1 pc White Cake			
	1 ea Sugar Cookie	1 ea Banana OR	1 ea Apple OR	1/2 C Pears OR	1/2 C Applesauce OR	1 C Smart Milk OR	1 C Smart Milk OR			
	1 C Smart Milk OR	1 ea Oatmeal Cookie	1 pc White Cake	1 pc Chocolate Cake	1 ea Oatmeal Cookie	1 C Smart Milk OR	1 C Smart Milk OR			
	1 C Fruit Punch Drink Reg OR Diet	1 C Smart Milk OR	1 C Smart Milk OR	1 C Smart Milk OR	1 C Smart Milk OR	1 C Grape Drink Reg OR Diet	1 C Orange Drink Reg OR Diet			
		1 C Grape Drink Reg OR Diet	1 C Orange Drink Reg OR Diet	1 C Orange Drink Reg OR Diet	1 C Blue Raspberry Drink Reg OR Diet	1 C Fruit Punch Drink Reg OR Diet				
FOOD SERVICE DIRECTOR:				WARDEN/DESIGNEE:						



Attachment M – Vegan-Kosher Menu – Men's and Women's (cont.)

MICHIGAN DEPARTMENT OF CORRECTIONS - VEGAN - MENS										Week 4	
Facility Name Here										For the Week of :	10/8/2013
9/15/2013											
A 100% Bran Cereal may be substituted for the cereal listed. Beverage is sweetened or unsweetened.										MENU SUBJECT TO CHANGE WITHOUT NOTICE ONLY VEGAN-KOSHER-HALAL INGREDIENTS ARE TO BE USED.	
	10/6 SUNDAY	10/7 MONDAY	10/8 TUESDAY	10/9 WEDNESDAY	10/10 THURSDAY	10/11 FRIDAY	10/12 SATURDAY				
B R E A K F A S T	1 C Raisin	1 C Orla OR 1 C High Fiber Cereal	1 C Oatmeal	1 C Raisin OR 1 C High Fiber Cereal	1 C Orla	1 C Oatmeal OR 1 C High Fiber Cereal	1 C High Fiber Cereal				
	2 sl Whole Wheat Toast #60 Jelly: Regular OR Diet OR	2 sl Whole Wheat Toast #60 Jelly: Regular OR Diet	2 sl Whole Wheat Toast #60 Jelly: Regular OR Diet OR	2 sl Whole Wheat Toast #60 Jelly: Regular OR Diet	2 sl Whole Wheat Toast #60 Jelly: Regular OR Diet OR	2 sl Whole Wheat Toast #60 Jelly: Regular OR Diet OR	2 sl Whole Wheat Bread OR 1 pc Glazed Coffee Cake	2 sl Whole Wheat Bread OR 1 pc Glazed Coffee Cake			
	1 pc High Fiber Bran Cake		1 pc Glazed Coffee Cake		1 pc Glazed Coffee Cake						
	#100 Whipped Margarine 2 pkc Sugar OR 1 pk Sugar Sub 1/2 C Juice: Orange OR Apple 1 C Smart Milk	#100 Whipped Margarine 2 pkc Sugar OR 1 pk Sugar Sub 1/2 C Juice: Orange OR Apple 1 C Smart Milk	#100 Whipped Margarine 2 pkc Sugar OR 1 pk Sugar Sub 1/2 C Juice: Orange OR Apple 1 C Smart Milk	#100 Whipped Margarine 2 pkc Sugar OR 1 pk Sugar Sub 1/2 C Juice: Orange OR Apple 1 C Smart Milk	#100 Whipped Margarine 2 pkc Sugar OR 1 pk Sugar Sub 1/2 C Juice: Orange OR Apple 1 C Smart Milk	#100 Whipped Margarine 2 pkc Sugar OR 1 pk Sugar Sub 1/2 C Juice: Orange OR Apple 1 C Smart Milk	#100 Whipped Margarine 2 pkc Sugar OR 1 pk Sugar Sub 1/2 C Juice: Orange OR Apple 1 C Smart Milk	#100 Whipped Margarine 2 pkc Sugar OR 1 pk Sugar Sub 1/2 C Juice: Orange OR Apple 1 C Smart Milk	#30 Peanut Butter #100 Whipped Margarine 2 pkc Sugar OR 1 pk Sugar Sub 1/2 C Juice: Orange OR Apple 1 C Smart Milk		
L U N C H	3 oz Seasoned Soy Crumbles	1 C Bean Salad w/Onion	#30 Peanut Butter #60 Jelly: Regular OR Diet	6 oz Porcupine Bean Balls	6 oz Vegan Sandwich w/Bean Spread 1/4 C Lettuce 2 sl Tomato	1 1/4 C Soy Cabbage Casserole	1 C Bean Sandwich Spread				
	1/2 C Corn 1/2 C Simmered Pinto Beans 3/4 C Chopped Lettuce 1/4 C Salsa 2 ea Taco Shells 1 ea Orange OR 1 ea Sugar Cookie 1 C Smart Milk OR 1 C Grape Drink Reg OR Diet	1/2 C Collard Greens 1 C Mashed Potatoes 2 sl Whole Wheat Bread #100 Whipped Margarine 1 ea Orange OR 1 pc White Cake 1 C Smart Milk OR 1 C Orange Drink Reg OR Diet	1/2 C Hashbrowns 1 C Tossed Salad #30 Low Fat Ranch Dressing 2 sl Whole Wheat Toast #100 Whipped Margarine 1 ea Apple OR 1 pc Coffee Cake 1 C Smart Milk OR 1 C Blue Raspberry Drink Reg OR Diet	1 C Noodles 1/4 C Brown Gravy 1/2 C Carrots 2 sl Whole Wheat Bread #100 Whipped Margarine 1 ea Orange OR 1 ea Sugar Cookie 1 C Smart Milk OR 1 C Fruit Punch Reg OR Diet	2 sl Whole Wheat Bread 1 C French Fries 1 C Tossed Salad #30 Low Fat House Dressing #60 Catsup 1 ea Apple OR 1 ea Oatmeal Cookie 1 C Smart Milk OR 1 C Grape Drink Reg OR Diet	1 C Brown Rice 1/2 C Green Beans 2 sl Whole Wheat Bread #100 Whipped Margarine 1 ea Banana OR 1 pc Chocolate Cake 1 C Smart Milk OR 1 C Orange Drink Reg OR Diet	1 C Tossed Salad 1/2 C Pickled Beets #30 Low Fat Thousand Island Dressing 2 sl Whole Wheat Bread #100 Whipped Margarine 1 ea Apple OR 1 pc Apple Spice Cake 1 C Smart Milk OR 1 C Blue Raspberry Drink Reg OR Diet				
	1 1/4 C Soy Noodle Casserole	6 oz Black Bean Burger	4 oz Soy Sloppy Joe	3/4 C Bean Spread	4 oz Soy Meatballs	6 oz Black Bean Burger	#30 Peanut Butter #60 Jelly: Regular OR Diet				
	1 C Green Beans 1 pc Cornbread #100 Whipped Margarine 1/2 C Pineapple OR 1 pc Chocolate Cake 1 C Smart Milk OR 1 C Blue Raspberry Drink Reg OR Diet	2 sl Whole Wheat Bread #60 Mustard #30 Chopped Onions 1/2 C Baked Beans 1/2 C Cole Slaw 1 ea Banana OR 1 ea Sugar Cookie 1 C Smart Milk OR 1 C Fruit Punch Drink Reg OR Diet	1/2 C Parfait Potatoes 3 ea Carrot Slices 3 ea Celery Sticks 2 sl Whole Wheat Bread #100 Whipped Margarine 1 ea Orange OR 1 ea Sugar Cookie 1 C Smart Milk OR 1 C Grape Drink Reg OR Diet	2 sl Whole Wheat Bread 1 C Oven Browned Potatoes #30 Catsup 1/2 C Green Beans 1 C Tossed Salad #30 Low Fat Thousand Island Dressing #100 Whipped Margarine 1/2 C Peach OR 1 ea Oatmeal Cookie 1 C Smart Milk OR 1 C Orange Drink Reg OR Diet	1 C Spaghetti Noodles 1/2 C Italian Sauce 1/2 C Spinach 2 sl Whole Wheat Bread #100 Whipped Margarine 1 ea Orange OR 1 ea Brownie 1 C Smart Milk OR 1 C Blue Raspberry Drink Reg OR Diet	1/2 C Brown Rice 1/2 C Baked Beans 3 ea Carrot Sticks 1/2 C Cole Slaw 2 sl Whole Wheat Bread #100 Whipped Margarine 1 ea Orange OR 1/2 C Peach OR 1 pc White Cake 1 C Smart Milk OR 1 C Fruit Punch Drink Reg OR Diet	1 C Pasta Salad 2 ea Tomato Slice 1 C Three Bean Salad 2 sl Whole Wheat Bread #100 Whipped Margarine 1 ea Orange OR 1 ea Oatmeal Cookie 1 C Smart Milk OR 1 C Grape Drink Reg OR Diet				
FOOD SERVICE DIRECTOR:				WARDEN/DESIGNEE:							



Attachment M – Vegan-Kosher Menu – Men's and Women's (cont.)

MICHIGAN DEPARTMENT OF CORRECTIONS - VEGAN - WOMEN										Week 1
Facility Name Here										For the Week of :
8/28/2013										9/16/2013
A 100% Bran Cereal may be substituted for the cereal listed. Beverage is sweetened or unsweetened.										
MENU SUBJECT TO CHANGE WITHOUT NOTICE ONLY VEGAN-KOSHER-HALAL INGREDIENTS ARE TO BE USED.										
	9/15 SUNDAY	9/16 MONDAY	9/17 TUESDAY	9/18 WEDNESDAY	9/19 THURSDAY	9/20 FRIDAY	9/21 SATURDAY			
B R E A K F A S T	1 C Oatmeal	1 C Raisin OR 1 C High Fiber Cereal	1 C Grits	1 C Oatmeal OR 1 C High Fiber Cereal	1 C Raisin	1 C Grits OR 1 C High Fiber Cereal	1 C High Fiber Cereal	1 C High Fiber Cereal		
	1 sl Whole Wheat Toast	1 sl Whole Wheat Toast	1 sl Whole Wheat Toast	1 sl Whole Wheat Toast	1 sl Whole Wheat Toast	1 sl Whole Wheat Toast	1 sl Whole Wheat Toast	1 sl Whole Wheat Bread		
	#80 Jelly: Regular OR Diet OR	#80 Jelly: Regular OR Diet	#80 Jelly: Regular OR Diet OR	#80 Peanut Butter	#80 Jelly: Regular OR Diet OR	#80 Jelly: Regular OR Diet	#80 Jelly	#30 Peanut Butter		
	1 pc Glazed Coffee Cake		1 pc High Fiber Bran Cake		1 pc Glazed Coffee Cake			#80 Jelly		
#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine		
2 pks Sugar OR 1 pk Sugar Sub	2 pks Sugar OR 1 pk Sugar Sub	2 pks Sugar OR 1 pk Sugar Sub	2 pks Sugar OR 1 pk Sugar Sub	2 pks Sugar OR 1 pk Sugar Sub	2 pks Sugar OR 1 pk Sugar Sub	2 pks Sugar OR 1 pk Sugar Sub	2 pks Sugar OR 1 pk Sugar Sub	2 pks Sugar OR 1 pk Sugar Sub		
1/2 C Juice: Orange OR Apple	1/2 C Juice: Orange OR Apple	1/2 C Juice: Orange OR Apple	1/2 C Juice: Orange OR Apple	1/2 C Juice: Orange OR Apple	1/2 C Juice: Orange OR Apple	1/2 C Juice: Orange OR Apple	1/2 C Juice: Orange OR Apple	1/2 C Juice: Orange OR Apple		
1 C Smart Milk	1 C Smart Milk	1 C Smart Milk	1 C Smart Milk	1 C Smart Milk	1 C Smart Milk	1 C Smart Milk	1 C Smart Milk	1 C Smart Milk		
L U N C H	6 oz Soy Loaf	6 oz BBQ Bean Patty	6 oz Oat Burger	6 oz Western Bean Burger	4 oz Soy Meatballs	6 oz Vegetable Bean Patty	1 C Bean Salad w/Onion			
	1/2 C Garlic Mashed Potatoes	1 C Vegetarian Bean Soup	1/2 C Brown Rice	1/2 C Mashed Potatoes	1/2 C Spaghetti Noodles	1/2 C Brown Rice Pilaf	6 oz Carrot Sticks			
	1/2 C Carrots	3 pk Low-Sodium Crackers	1/2 C Beets	1 C Tossed Salad	1/2 C Italian Gravy	1 C Carrot Apple Salad	1 sl Whole Wheat Bread	1 sl Whole Wheat Bread		
	1 sl Whole Wheat Bread	1/2 C Cole Slaw	2 sl Whole Wheat Bread	#30 Low Fat Thousand Island Dressing	1/2 C Green Beans	2 sl Whole Wheat Bread	#100 Whipped Margarine	#100 Whipped Margarine		
	#100 Whipped Margarine	2 sl Whole Wheat Bread	#100 Whipped Margarine	#100 Whole Wheat Bread	1 sl Whole Wheat Bread	1 ea Banana OR	1 ea Orange OR	1 ea Orange OR		
	1/2 C Peaches OR	#100 Whipped Margarine	#100 Mustard	#100 Whipped Margarine	#100 Whipped Margarine	1 pc Applesauce Cake	1 pc White Cake	1 pc White Cake		
	1 ea Sugar Cookie	1 ea Banana OR	1 ea Apple OR	1/2 C Peas OR	1/2 C Applesauce OR	1 C Smart Milk OR	1 C Smart Milk OR	1 C Smart Milk OR		
	1 C Smart Milk OR	1 ea Oatmeal Cookie	1 pc White Cake	1 pc Chocolate Cake	1 ea Oatmeal Cookie	1 C Grape Drink Reg OR Diet	1 C Orange Drink Reg OR Diet	1 C Orange Drink Reg OR Diet		
	1 C Fruit Punch Drink Reg OR Diet	1 C Smart Milk OR	1 C Smart Milk OR	1 C Smart Milk OR	1 C Smart Milk OR					
		1 C Grape Drink Reg OR Diet	1 C Orange Drink Reg OR Diet	1 C Orange Drink Reg OR Diet	1 C Blue Raspberry Drink Reg OR Diet	1 C Fruit Punch Drink Reg OR Diet				
D I N N E R	#30 Peanut Butter	1 C Scalloped Potatoes w/Soy	1 C Soy Cabbage Casserole	1 C Vegetable Stir Fry w/Beans	3 oz BBQ Soy	6 oz Vegan Sandwich w/Bean Spread	#30 Peanut Butter			
	#80 Jelly: Regular OR Diet					1/4 C Lettuce	#80 Jelly			
						2 sl Tomato				
	1/2 C Hash Browns	1/2 C Collard Greens	1 C Bimmed Western Beans	1/2 C Brown Rice	#30 Chopped Onions	1/2 C Collard Greens	1/2 C Potato Salad	1/2 C Potato Salad		
	#30 Catsup	1 sl Whole Wheat Bread	1/2 C Spinach	1 C Tossed Salad	1/2 C Cole Slaw	1/2 C Potato O'Brien	1 C Tossed Salad	1 C Tossed Salad		
	1 C Tossed Salad	#100 Whipped Margarine	1 sl Whole Wheat Bread	#30 Low Fat House Dressing	1/2 C Potato Wedges	2 sl Whole Wheat Bread	#30 Low Fat Ranch Dressing	#30 Low Fat Ranch Dressing		
	#30 Low Fat Ranch Dressing	1 ea Orange OR	#100 Whipped Margarine	1 sl Whole Wheat Bread	1 sl Whole Wheat Bread	#100 Whipped Margarine	2 sl Whole Wheat Bread	2 sl Whole Wheat Bread		
	2 sl Whole Wheat Bread	1 ea Sugar Cookie	1 ea Orange OR	#100 Whipped Margarine	#100 Whipped Margarine	1 ea Apple OR	1 ea Apple OR	1 ea Apple OR		
	#100 Whipped Margarine	1 C Smart Milk OR	1 ea Oatmeal Cookie	1 ea Apple OR	1 ea Orange OR	1 pc Chocolate Cake	1 ea Brownie	1 ea Brownie		
	1 ea Orange OR	1 C Blue Raspberry Drink Reg OR Diet	1 C Smart Milk OR	1 ea Sugar Cookie	1 C Smart Milk OR	1 C Smart Milk OR	1 C Smart Milk OR	1 C Smart Milk OR		
1 ea Oatmeal Cookie		1 C Fruit Punch Drink Reg OR Diet	1 C Smart Milk OR	1 C Orange Drink Reg OR Diet	1 C Blue Raspberry Drink Reg OR Diet	1 C Fruit Punch Drink Reg OR Diet	1 C Fruit Punch Drink Reg OR Diet			
1 C Smart Milk OR			1 C Grape Drink Reg OR Diet							
1 C Orange Drink Reg OR Diet										
FOOD SERVICE DIRECTOR:				WARDEN/DESIGNEE:						



Attachment M – Vegan-Kosher Menu – Men’s and Women’s (cont.)

MICHIGAN DEPARTMENT OF CORRECTIONS - VEGAN - WOMEN										
Facility Name Here									Week 2	
9/28/2013									For the Week of 9/22/2013	
A 100% Bran Cereal may be substituted for the cereal listed. Beverage is sweetened or unsweetened.										
MENU SUBJECT TO CHANGE WITHOUT NOTICE ONLY VEGAN-KOSHER-HALAL INGREDIENTS ARE TO BE USED.										
	9/22 SUNDAY	9/23 MONDAY	9/24 TUESDAY	9/25 WEDNESDAY	9/26 THURSDAY	9/27 FRIDAY	9/28 SATURDAY			
B R E A K F A S T	1 C Raisin 1 sl Whole Wheat Toast #80 Jelly: Regular OR Diet OR 1 pc High Fiber Bran Cakes #100 Whipped Margarine 2 pks Sugar OR 1 pk Sugar Sub 1/2 C Juice: Orange OR Apple 1 C Smart Milk	1 C Grits OR 1 C High Fiber Cereal 1 sl Whole Wheat Toast #80 Jelly: Regular OR Diet #100 Whipped Margarine 2 pks Sugar OR 1 pk Sugar Sub 1/2 C Juice: Orange OR Apple 1 C Smart Milk	1 C Oatmeal 1 sl Whole Wheat Toast #80 Jelly: Regular OR Diet OR 1 pc Glazed Coffee Cake #100 Whipped Margarine 2 pks Sugar OR 1 pk Sugar Sub 1/2 C Juice: Orange OR Apple 1 C Smart Milk	1 C Raisin OR 1 C High Fiber Cereal 1 sl Whole Wheat Toast #80 Jelly: Regular OR Diet #100 Whipped Margarine 2 pks Sugar OR 1 pk Sugar Sub 1/2 C Juice: Orange OR Apple 1 C Smart Milk	1 C Grits 1 sl Whole Wheat Toast #80 Jelly: Regular OR Diet OR 1 pc Glazed Coffee Cake #100 Whipped Margarine 2 pks Sugar OR 1 pk Sugar Sub 1/2 C Juice: Orange OR Apple 1 C Smart Milk	1 C Oatmeal OR 1 C High Fiber Cereal 1 sl Whole Wheat Toast #80 Jelly: Regular OR Diet #100 Whipped Margarine 2 pks Sugar OR 1 pk Sugar Sub 1/2 C Juice: Orange OR Apple 1 C Smart Milk	1 C High Fiber Cereal 1 sl Whole Wheat Bread OR 1 pc Glazed Coffee Cake #30 Peanut Butter #100 Whipped Margarine 2 pks Sugar OR 1 pk Sugar Sub 1/2 C Juice: Orange OR Apple 1 C Smart Milk	1 C High Fiber Cereal 1 sl Whole Wheat Bread OR 1 pc Glazed Coffee Cake #30 Peanut Butter #100 Whipped Margarine 2 pks Sugar OR 1 pk Sugar Sub 1/2 C Juice: Orange OR Apple 1 C Smart Milk		
	L U N C H	1 C Soy Noodle Casserole 1/2 C Green Beans 1 pc Cornbread #100 Whipped Margarine 1/2 C Pineapple OR 1 pc Chocolate Cake 1 C Smart Milk OR 1 C Blue Raspberry Drink Reg OR Diet	8 oz Black Bean Burger 2 sl Whole Wheat Bread #80 Mustard #80 Chopped Onions 1/2 C Baked Beans 1/2 C Cole Slaw 1 ea Banana OR 1 ea Sugar Cookie 1 C Smart Milk OR 1 C Fruit Punch Drink Reg OR Diet	4 oz Soy Sloppy Joe 1/2 C Parried Potatoes 3 ea Carrot Sticks 3 ea Celery Sticks 2 sl Whole Wheat Bread #80 Whipped Margarine 1 ea Orange OR 1 ea Sugar Cookie 1 C Smart Milk OR 1 C Grape Drink Reg OR Diet	3/4 C Bean Spread 2 sl Whole Wheat Bread 1/2 C Oven Broccod Potatoes #80 Catsup 1/2 C Green Beans 1 C Tossed Salad #30 Low Fat Thousand Island Dressing #100 Whipped Margarine 1/2 C Peach OR 1 ea Oatmeal Cookie 1 C Smart Milk OR 1 C Orange Drink Reg OR Diet	4 oz Soy Meatballs 1/2 C Spaghetti Noodles 1/2 C Italian Sauce 1/2 C Spinach 1 sl Whole Wheat Bread #100 Whipped Margarine 1 ea Banana 1 C Smart Milk OR 1 C Blue Raspberry Drink Reg OR Diet	8 oz Black Bean Burger 1/2 C Brown Rice 1/2 C Baked Beans 3 ea Carrot Sticks 1/2 C Cole Slaw 2 sl Whole Wheat Bread #100 Whipped Margarine 1/2 C Peach OR 1 pc White Cake 1 C Smart Milk OR 1 C Fruit Punch Drink Reg OR Diet	#30 Peanut Butter #80 Jelly: Regular OR Diet 1/2 C Pasta Salad 2 ea Tomato Slice 1 C Three Bean Salad 2 sl Whole Wheat Bread #100 Whipped Margarine 1 ea Orange OR 1 ea Oatmeal Cookie 1 C Smart Milk OR 1 C Grape Drink Reg OR Diet		
		D I N N E R	8 oz Seasoned Soy Crumbles 1/2 C Corn 1/2 C Simmered Pinto Beans 3/4 C Chopped Lettuce 1/4 C Salsa 2 ea Taco Shells 1 ea Orange OR 1 ea Sugar Cookie 1 C Smart Milk OR 1 C Grape Drink Reg OR Diet	1 C Bean Salad w/Onion 1/2 C Collard Greens 1/2 C Mashed Potatoes 1 sl Whole Wheat Bread #100 Whipped Margarine 1 ea Orange OR 1 pc White Cake 1 C Smart Milk OR 1 C Orange Drink Reg OR Diet	#30 Peanut Butter #80 Jelly: Regular OR Diet 1/2 C Hashbrowns 1 C Tossed Salad #80 Low Fat Ranch Dressing 2 sl Whole Wheat Toast #100 Whipped Margarine 1 ea Apple OR 1 pc Coffee Cake 1 C Smart Milk OR 1 C Blue Raspberry Drink Reg OR Diet	8 oz Portobino Bean Balls 1/2 C Noodles 1/4 C Brown Gravy 1/2 C Carrots 1 sl Whole Wheat Bread #100 Whipped Margarine 1 ea Orange OR 1 ea Sugar Cookie 1 C Smart Milk OR 1 C Fruit Punch Drink Reg OR Diet	8 oz Vegan Sandwich w/Bean Spread 1/4 C Lettuce 2 sl Tomato 2 sl Whole Wheat Bread 1/2 C French Fries 1 C Tossed Salad #80 Low Fat House Dressing #80 Catsup 1 ea Apple OR 1 ea Oatmeal Cookie 1 C Smart Milk OR 1 C Grape Drink Reg OR Diet	1 C Soy Cabbage Casserole 1/2 C Brown Rice 1/2 C Green Beans 1 sl Whole Wheat Bread #100 Whipped Margarine 1 ea Banana OR 1 pc Chocolate Cake 1 C Smart Milk OR 1 C Orange Drink Reg OR Diet	1 C Bean Sandwich Spread 1 C Tossed Salad 1/2 C Pickled Beets #30 Low Fat Thousand Island Dressing 2 sl Whole Wheat Bread #100 Whipped Margarine 1 ea Apple OR 1 pc Apple Spice Cake 1 C Smart Milk OR 1 C Blue Raspberry Drink Reg OR Diet	
FOOD SERVICE DIRECTOR:				WARDEN/DESIGNEE:						



Attachment M – Vegan-Kosher Menu – Men's and Women's (cont.)

MICHIGAN DEPARTMENT OF CORRECTIONS - VEGAN - WOMEN

Week 3

Facility Name Here

For the Week of :

9/29/2013

9/28/2013

A 100% Bran Cereal may be substituted for the cereal listed.
Beverage is sweetened or unsweetened.

MENU SUBJECT TO CHANGE WITHOUT NOTICE
ONLY VEGAN-KOSHER-HALAL INGREDIENTS ARE TO BE USED.

	9/28 SUNDAY	9/30 MONDAY	10/1 TUESDAY	10/2 WEDNESDAY	10/3 THURSDAY	10/4 FRIDAY	10/5 SATURDAY
B R E A K F A S T	1 C Oatmeal 1 sl Whole Wheat Toast #60 Jelly: Regular OR Diet OR 1 pc Glazed Coffee Cake #100 Whipped Margarine 2 pks Sugar OR 1 pk Sugar Sub 1/2 C Juice: Orange OR Apple 1 C Smart Milk	1 C Raisin OR 1 C High Fiber Cereal 1 sl Whole Wheat Toast #60 Jelly: Regular OR Diet #100 Whipped Margarine 2 pks Sugar OR 1 pk Sugar Sub 1/2 C Juice: Orange OR Apple 1 C Smart Milk	1 C Grits 1 sl Whole Wheat Toast #60 Jelly: Regular OR Diet OR 1 pc High Fiber Bran Cake #100 Whipped Margarine 2 pks Sugar OR 1 pk Sugar Sub 1/2 C Juice: Orange OR Apple 1 C Smart Milk	1 C Oatmeal OR 1 C High Fiber Cereal 1 sl Whole Wheat Toast #30 Peanut Butter #100 Whipped Margarine 2 pks Sugar OR 1 pk Sugar Sub 1/2 C Juice: Orange OR Apple 1 C Smart Milk	1 C Raisin 1 sl Whole Wheat Toast #60 Jelly: Regular OR Diet OR 1 pc Glazed Coffee Cake #100 Whipped Margarine 2 pks Sugar OR 1 pk Sugar Sub 1/2 C Juice: Orange OR Apple 1 C Smart Milk	1 C Grits OR 1 C High Fiber Cereal 1 sl Whole Wheat Toast #60 Jelly: Regular OR Diet #100 Whipped Margarine 2 pks Sugar OR 1 pk Sugar Sub 1/2 C Juice: Orange OR Apple 1 C Smart Milk	1 C High Fiber Cereal 1 sl Whole Wheat Bread #30 Peanut Butter #60 Jelly #100 Whipped Margarine 2 pks Sugar OR 1 pk Sugar Sub 1/2 C Juice: Orange OR Apple 1 C Smart Milk
	#30 Peanut Butter #60 Jelly: Regular OR Diet	1 C Scalloped Potatoes w/Soy	1 C Soy Cabbage Casserole	1 C Vegetable Stir Fry w/Beans	3 oz BBQ Soy	6 oz Vegan Sandwich w/Bean Spread 1/4 C Lettuce 2 sl Tomato	#30 Peanut Butter #60 Jelly
L U N C H	1/2 C Hash Browns #30 Catsup 1 C Tossed Salad #30 Low Fat Ranch Dressing 2 sl Whole Wheat Bread #100 Whipped Margarine 1 ea Orange OR 1 ea Smart Milk OR 1 C Blue Raspberry Drink Reg OR Diet	1/2 C Collard Greens 1 sl Whole Wheat Bread #100 Whipped Margarine 1 ea Orange OR 1 ea Sugar Cookie 1 C Smart Milk OR 1 C Blue Raspberry Drink Reg OR Diet	1 C Simmered Western Beans 1/2 C Spinach 1 sl Whole Wheat Bread #100 Whipped Margarine 1 ea Orange OR 1 ea Oatmeal Cookie 1 C Smart Milk OR 1 C Fruit Punch Drink Reg OR Diet	1/2 C Brown Rice 1 C Tossed Salad #30 Low Fat House Dressing 1 sl Whole Wheat Bread #100 Whipped Margarine 1 ea Apple OR 1 ea Sugar Cookie 1 C Smart Milk OR 1 C Grape Drink Reg OR Diet	#30 Chopped Onions 1/2 C Coleslaw 1/2 C Potato Wedges 1 sl Whole Wheat Bread #100 Whipped Margarine 1 ea Orange OR 1 ea Sugar Cookie 1 C Smart Milk OR 1 C Orange Drink Reg OR Diet	1/2 C Collard Greens 1/2 C Potatoes O'Brien 2 sl Whole Wheat Bread #100 Whipped Margarine 1 ea Apple OR 1 pc Chocolate Cake 1 C Smart Milk OR 1 C Blue Raspberry Drink Reg OR Diet	1/2 C Potato Salad 1 C Tossed Salad #30 Low Fat Ranch Dressing 2 sl Whole Wheat Bread 1 ea Apple OR 1 ea Brownie 1 C Smart Milk OR 1 C Fruit Punch Drink Reg OR Diet
	6 oz Soy Loaf	6 oz BBQ Bean Patty	6 oz Oat Burger	6 oz Western Bean Burger	4 oz Soy Meatballs	6 oz Vegetable Bean Patty	1 C Bean Salad w/Onion
D I N E R	1/2 C Garlic Mashed Potatoes 1/2 C Carrots 1 sl Whole Wheat Bread #100 Whipped Margarine 1/2 C Peaches OR 1 ea Super Cookie 1 C Smart Milk OR 1 C Fruit Punch Drink Reg OR Diet	1 C Vegetarian Bean Soup 3 pk Lo-Sodium Crackers 1/2 C Cole Slaw 2 sl Whole Wheat Bread #100 Whipped Margarine #100 Whipped Margarine 1 ea Banana OR 1 ea Oatmeal Cookie 1 C Smart Milk OR 1 C Grape Drink Reg OR Diet	1/2 C Brown Rice 1/2 C Beans 2 sl Whole Wheat Bread #100 Whipped Margarine #100 Mustard 1 ea Apple OR 1 pc White Cake 1 C Smart Milk OR 1 C Orange Drink Reg OR Diet	1/2 C Mashed Potatoes 1 C Tossed Salad #30 Low Fat Thousand Island 2 sl Whole Wheat Bread #100 Whipped Margarine 1/2 C Pasta OR 1 pc Chocolate Cake 1 C Smart Milk OR 1 C Blue Raspberry Drink Reg OR Diet	1/2 C Spaghetti Noodles 1/2 C Italian Sauce 1/2 C Green Beans 1 sl Whole Wheat Bread #100 Whipped Margarine 1/2 C Applesauce OR 1 ea Oatmeal Cookie 1 C Smart Milk OR 1 C Fruit Punch Drink Reg OR Diet	1 C Brown Rice Pilaf 1 C Carrot Apple Salad 1 sl Whole Wheat Bread 1 ea Banana OR 1 pc Applesauce Cake 1 C Smart Milk OR 1 C Grape Drink Reg OR Diet	6 ea Carrot Sticks 1 sl Whole Wheat Bread #100 Whipped Margarine 1 ea Orange OR 1 pc White Cake 1 C Smart Milk OR 1 C Orange Drink Reg OR Diet
	FOOD SERVICE DIRECTOR:	WARDEN/DESIGNEE:					



Attachment M – Vegan-Kosher Menu – Men's and Women's (cont.)

MICHIGAN DEPARTMENT OF CORRECTIONS - VEGAN - WOMEN									
Facility Name Here									Week 4
02/26/2013									For the Week of: 10/8/2013
A 100% Bran Cereal may be substituted for the cereal listed. Beverage is sweetened or unsweetened.									
MENU SUBJECT TO CHANGE WITHOUT NOTICE ONLY VEGAN- KOSHER-HALAL INGREDIENTS ARE TO BE USED.									
	10/6 SUNDAY	10/7 MONDAY	10/8 TUESDAY	10/9 WEDNESDAY	10/10 THURSDAY	10/11 FRIDAY	10/12 SATURDAY		
B R E A K F A S T	1 C Ralston	1 C Grits OR 1 C High Fiber Cereal	1 C Oatmeal	1 C Ralston OR 1 C High Fiber Cereal	1 C Grits	1 C Oatmeal OR 1 C High Fiber Cereal	1 C High Fiber Cereal	1 C High Fiber Cereal	
	1 sl Whole Wheat Toast	1 sl Whole Wheat Toast	1 sl Whole Wheat Toast	1 sl Whole Wheat Toast	1 sl Whole Wheat Toast	1 sl Whole Wheat Toast	1 sl Whole Wheat Toast	1 sl Whole Wheat Bread OR	
	#80 Jelly: Regular OR Diet OR	#80 Jelly: Regular OR Diet	#80 Jelly: Regular OR Diet OR	#80 Jelly: Regular OR Diet	#80 Jelly: Regular OR Diet OR	#80 Jelly: Regular OR Diet	#80 Jelly: Regular OR Diet	1 pc Glazed Coffee Cake	
	1 pc High Fiber Bran Cake		1 pc Glazed Coffee Cake		1 pc Glazed Coffee Cake			#30 Peanut Butter	
#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	#100 Whipped Margarine	
2 pls Sugar OR 1 pk Sugar Sub	2 pls Sugar OR 1 pk Sugar Sub	2 pls Sugar OR 1 pk Sugar Sub	2 pls Sugar OR 1 pk Sugar Sub	2 pls Sugar OR 1 pk Sugar Sub	2 pls Sugar OR 1 pk Sugar Sub	2 pls Sugar OR 1 pk Sugar Sub	2 pls Sugar OR 1 pk Sugar Sub	2 pls Sugar OR 1 pk Sugar Sub	
1/2 C Juice: Orange OR Apple	1/2 C Juice: Orange OR Apple	1/2 C Juice: Orange OR Apple	1/2 C Juice: Orange OR Apple	1/2 C Juice: Orange OR Apple	1/2 C Juice: Orange OR Apple	1/2 C Juice: Orange OR Apple	1/2 C Juice: Orange OR Apple	1/2 C Juice: Orange OR Apple	
1 C Smart Milk	1 C Smart Milk	1 C Smart Milk	1 C Smart Milk	1 C Smart Milk	1 C Smart Milk	1 C Smart Milk	1 C Smart Milk	1 C Smart Milk	
L U N C H	3 oz Seasoned Soy Crumbles	1 C Bean Salad w/Onion	#30 Peanut Butter #80 Jelly: Regular OR Diet	6 oz Porcupine Bean Balls	6 oz Vegan Sandwich w/Bean Spread 1/4 C Lettuce 2 sl Tomato	1 C Soy Cabbage Casserole	1 C Bean Sandwich Spread		
	1/2 C Corn	1/2 C Collard Greens	1/2 C Hashbrowns	1/2 C Noodles	2 sl Whole Wheat Bread	1/2 C Brown Rice	1 C Tossed Salad		
	1/2 C Stirred Pinto Beans	1/2 C Mashed Potatoes	1 C Tossed Salad	1/4 C Brown Gravy	1/2 C French Fries	1/2 C Green Beans	1/2 C Pickled Beets		
	3/4 C Chopped Lettuce	1 sl Whole Wheat Bread	#30 Low Fat Ranch Dressing	1/2 C Carrots	1 C Tossed Salad	1 sl Whole Wheat Bread	#30 Low Fat Thousand Island Dressing		
1/4 C Salsa	#100 Whipped Margarine		1 sl Whole Wheat Bread	#30 Low Fat Hot Sauce Dressing	#100 Whipped Margarine	2 sl Whole Wheat Bread			
2 ea Taco Shells	1 ea Orange OR	2 sl Whole Wheat Toast	#100 Whipped Margarine	#80 Catsup	1 ea Banana OR	#100 Whipped Margarine			
1 ea Orange OR	1 pc White Cake	#100 Whipped Margarine	1 ea Orange OR	1 ea Apple OR	1 pc Chocolate Cake	1 ea Apple OR			
1 ea Sugar Cookie	1 C Smart Milk OR	1 ea Apple OR	1 ea Sugar Cookie	1 ea Oatmeal Cookie	1 C Smart Milk OR	1 C Smart Milk OR			
1 C Smart Milk OR	1 C Orange Drink Reg OR Diet	1 pc Coffee Cake	1 C Smart Milk OR	1 C Smart Milk OR	1 C Orange Drink Reg OR Diet	1 C Orange Drink Reg OR Diet			
1 C Grape Drink Reg OR Diet		1 C Smart Milk OR	1 C Fruit Punch Reg OR Diet	1 C Grape Drink Reg OR Diet					
		1 C Blue Raspberry Drink Reg OR Diet							
D I N N E R	1 C Soy Noodle Casserole	6 oz Black Bean Burger	4 oz Soy Sloppy Joe	3/4 C Bean Spread	4 oz Soy Meatballs	6 oz Black Bean Burger	#80 Peanut Butter #80 Jelly: Regular OR Diet		
	1/2 C Green Beans	2 sl Whole Wheat Bread	1/2 C Parried Potatoes	2 sl Whole Wheat Bread	1/2 C Spaghetti Noodles	1/2 C Brown Rice	1/2 C Pasta Salad		
	1 pc Cornbread	#80 Mustard	3 ea Carrot Sticks	1/2 C Oven Broiled Potatoes	1/2 C Italian Sauce	1/2 C Baked Beans	2 ea Tomato Slices		
	#100 Whipped Margarine	#30 Chopped Onions	3 ea Celery Sticks	#30 Catsup	1/2 C Spinach	3 ea Carrot Sticks	1 C Three Bean Salad		
1/2 C Pineapple OR	1/2 C Baked Beans	2 sl Whole Wheat Bread	1 C Tossed Salad	1 sl Whole Wheat Bread	1/2 C Cole Slaw	2 sl Whole Wheat Bread			
1 pc Chocolate Cake	1/2 C Cole Slaw	#80 Whipped Margarine	#30 Low Fat Thousand Island Dressing	#100 Whipped Margarine	2 sl Whole Wheat Bread	#100 Whipped Margarine			
1 C Smart Milk OR	1 ea Banana OR	1 ea Orange OR	#100 Whipped Margarine	1 ea Orange OR	#100 Whipped Margarine	1 ea Orange OR			
1 C Blue Raspberry Drink Reg OR Diet	1 ea Sugar Cookie	1 ea Sugar Cookie	1/2 C Peaches OR	1 ea Brownie	1/2 C Peaches OR	1 ea Oatmeal Cookie			
	1 C Smart Milk OR	1 C Smart Milk OR	1 C Oatmeal Cookie	1 C Smart Milk OR	1 C Smart Milk OR	1 C Smart Milk OR			
	1 C Fruit Punch Drink Reg OR Diet	1 C Grape Drink Reg OR Diet	1 C Smart Milk OR	1 C Blue Raspberry Drink Reg OR Diet	1 C Orange Drink Reg OR Diet	1 C Grape Drink Reg OR Diet			
			1 C Orange Drink Reg OR Diet						
FOOD SERVICE DIRECTOR:				WARDEN/DBS IGNEE:					



Attachment N – Sample Client Statement – Market Basket of Products Calculation

**Michigan Department of Corrections Exhibit
Market Basket Price Redetermination Statement
Period Ended Current Month xxth, 201x**

<u>CATEGORY</u>	<u>Menu Weighting</u>	<u>Current Month Category CPI %</u>	<u>Weighted CPI %</u>
Baked Goods	12.62%	8.83%	1.11%
Beverage	5.68%	4.71%	0.27%
Dairy	12.51%	6.00%	0.75%
Grocery *	23.32%	4.80%	1.12%
Produce	17.15%	1.00%	0.17%
Protein	28.73%	5.20%	1.49%
TOTAL	100.00%		4.92%

Notes

* This category includes all menu items that are not otherwise included in another Menu Category. ARAMARK applies the BLS CPI Food index to the "Grocery" Menu Category for the calculation. The "Food" index encompasses the items in all Menu Categories in addition to food items not used at the facility or facilities covered by this Contract.