

POLICY: Standardized Recipes

Program Area: Support Services

Section: Nutrition and Food Services

Reference Number: ORG.1912.PL.009

Approved by: Regional Lead – Corporate Services & Chief
Financial Officer

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PURPOSE:

To ensure recipes used in the region have quality and quantity control measures.

BOARD POLICY REFERENCE:

Executive Limitation (EL-2) Treatment of Clients

Executive Limitation (EL-3) Treatment of Staff

POLICY:

Standardized recipes will be used in all Nutrition and Food Services (NFS) Departments within Southern Health-Santé Sud to ensure consistency in quality and quantity in food preparation, to assist in the production planning and purchasing and to help predict and control food costs by specifying ingredients, preparation methods and portion size.

PROCEDURE:

1. It will be mandatory for all food items requiring standardized recipes to meet the following criteria. They will:
 - Indicate the recipe name and/or number.
 - Indicate the number of portions and portion sizes.
 - Indicate the pan size (as applicable).
 - Indicate cooking equipment, cooking time and temperatures as required.
 - Indicate an ingredient list (in imperial and/or metric measures).
 - Indicate the production method to be used.
2. NFS Manager and/or Designate will evaluate and revise recipes as needed.
3. NFS Manager and/or Designate will maintain a master file of the recipes.
4. NFS Department will provide a copy of the standardized recipes for the Cooks and Dietary Aids to use.
5. NFS Staff will reference the standardized recipes in their department and ORG.1912.PL.009.SD.01 Regional Portion Guidelines for preparing and serving meals to clients.

SUPPORTING DOCUMENTS:

[ORG.1912.PL.009.SD.01](#) Regional Portion Guidelines