

Prepare meals for distribution

Overview

This standard is about how you prepare meals for distribution. It covers how you would safely prepare and portion the finished dish, appropriate presentation, protection, labelling and safe transportation of food to the desired destination.

This standard focuses on the technical knowledge and skills required to prepare meals for distribution; however it should be assessed in the wider context of safe and hygienic working practices. It is recommended that the following NOS, selected as appropriate to the job role and organisation, are referenced in conjunction with the technical skills and knowledge for the standard:

- Maintain basic food safety in catering
- Maintain food safety in a kitchen environment
- Provide basic advice on allergens to customers
- Minimise the risk of allergens to customers

When you have completed this standard you will be able to demonstrate your understanding of and your ability to:

- Prepare meals for distribution

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Performance criteria

You must be able to:

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1. Ensure that the food service equipment is clean, appropriate for the task, undamaged, where it should be and switched on ready for use at the correct temperature
2. Check the required quantity and range of food required against the order information provided
3. Portion food using approved methods to meet order requirements and the nutritional requirements of individuals
4. Cover food using appropriate materials and in a manner that maintains the quality and safety of the food
5. Label food items according to your workplace procedures, highlighting items that are designated for patients with special dietary / allergy requirements
6. Load the trolleys and food containers in a manner which ensures that the quality and safety of the food is protected
7. Transport the food in a manner which ensures that the presentation standards of the food are met in line with your customer, legal and workplace requirements

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Knowledge and understanding

You need to know and understand:

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1. Safe and hygienic working practices when preparing, portioning and distributing meals
2. How to check that the meals meet your workplace requirements and are fit for use, of the correct quality and quantity
3. Why and to whom you should report any problems with the meals
4. How to present meals in a way that meets your customers' high expectations and your workplace standards
5. The correct systems for safe labelling, storage, transportation and distribution of meals and why these are important
6. Your workplace procedures for identifying ward and patient needs
7. The types of unexpected situations that may occur when preparing meals for distribution and how to deal with them

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Scope/range

1. Meals

- 1.1 Hot food
- 1.2 Cold food

2. Customer requirements

- 2.1 with special requirements
- 2.2 with routine requirements

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