### Standardized Recipes and Portion Control

#### Lesson 7 Overview

<table>
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<th>Purpose</th>
<th>Time</th>
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<tr>
<td>To help employees understand the importance of using standardized recipes and accurate portion control</td>
<td>30 minutes</td>
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#### Objectives
At the conclusion of this lesson, employees will be able to:
- Define “standardized recipe”
- State the advantages of using a standardized recipe
- Define portion control
- Discuss the relationship between portion control and cost containment

#### Definitions

**CACFP:** Child and Adult Care Food Program  
**Standardized Recipe:** A recipe that has been tested for consistency of product and yield  
**Portion Control:** Exact process of serving food

#### Materials
- Two or three samples of each of the following: foods and beverages served at the center and ingredients used in center recipes
- Four or five recipes used by the center
- A food scale
- A variety of portion control tools (scoop, ladles, etc.) and tools of measurement (cups, pints, quarts, etc.)
- Flipchart and markers
- Handout 1: Icebreaker
- Handout 2: Components of a Standardized Recipe
- Handout 3: Recipe Comparison
- Lesson Evaluation
- Answer key for Lesson Evaluation
Lesson 7 Overview (cont.)

Activities

Activity 1: Icebreaker. The purpose of the icebreaker is to help employees think about the difference between “eyeballing” and measuring portion sizes. Set up a display of two or three of each of the following: foods and beverages on the center menu and ingredients from recipes used by the center. Ask the employees to estimate the size of the portions by “eyeballing” each item. Next, measure each item and compare the actual portions to the estimated ones. Answers will vary based on the actual foods used. Use Handout 1. Discuss the results.

Activity 2: Compare four or five recipes currently used at the adult day care center to the criteria for standardized recipes. Lead the employees in a discussion about how standardized recipes are different from “home” recipes. Use Handout 3.

Evaluation

Use the Lesson Evaluation to assess the employees’ knowledge of the concepts presented in this lesson.

References


Lesson 7 Content

Activity 1: Icebreaker

Tell: Look at each food, beverage, or recipe ingredient and estimate the portion size by “eyeballing” it. Write your estimated portion size on Handout 1.

Note: When the employees are finished, measure each portion on the display. Write the answers on the flipchart.

Discuss: The difference between the employees’ “eyeballed” portion sizes and the measured portion sizes.

Introduction

Tell: A standardized recipe is one that has been tested for consistency of product and yield.

In other words, every time the recipe is prepared, the same food product is produced—in taste, consistency, yield, nutritional value, and cost.

Advantages of Standardized Recipes

Ask: What are some advantages of using standardized recipes in adult day care?
Lesson 7 Content (cont.)

Advantages of Standardized Recipes (cont.)

Note: Use a flipchart and markers to write down the employees’ responses. Make sure the following key points are covered:
- Consistent amount of food prepared
- Product taste and appearance same from cook to cook
- Elimination of guesswork
- Control over food costs
- Consistent nutrient content
- Participant satisfaction
- Efficient purchasing procedures
- Inventory control
- Labor cost control
- Increased employee confidence
- Reduced recordkeeping
- Successful completion of State/Federal reviews
(National Food Service Management Institute, 2002)

Components of a Standardized Recipe

Note: The components of a standardized recipe can be found on Handout 2. Make sure each employee has a copy of Handout 2.

Tell: Standardized recipes should include the following information:
- Recipe title
- Recipe category
- Ingredients
- Weight/volume of each ingredient
- Preparation instructions (directions)
- Cooking temperature and time
- Serving size
- Recipe yield
- Equipment and utensils to be used
(National Food Service Management Institute, 2002).

Some standardized recipes also include:
- Food safety guidelines
- Food costs
- Nutrient analysis data
Activity 2

Tell: You have been given some recipes currently used in the adult day care center. Handout 3 contains the components of a standardized recipe. You should have a copy of Handout 3 for each recipe. For each recipe, write the recipe number on Handout 3. Then, check the components that it contains.

Discuss: The reasons why or why not the recipes are standardized recipes.

Discuss: The differences between standardized recipes and “home” recipes.

Ask: Do any of the recipes currently in use at the adult day care center produce different products or yields based on who prepared the recipe?

Discuss: How “home” recipes can produce different products or yields based on who prepared the recipe.

Ask: Can two different cooks prepare the same standardized recipe and produce very different products?

Tell: Yes, they can. If there are two different products, the cooks did not accurately measure the ingredients or follow the directions.

Note: The materials needed for Activity 2 are a copy of Handout 3 for each employee and a copy of four or five center recipes for each employee. Give each recipe a number. The purpose of this activity is to give the employees practice identifying standardized recipes and to make them aware of the importance of using standardized recipes.
Lesson 7 Content (cont.)

Methods of Measurement

Note: Refer to a display of tools of measurement as you talk about them.

Tell: There are three ways to measure ingredients:
- Number by count
- Volume measure
- Weight measure

Number by count means ingredients are identified by count.

Volume measure means using measuring spoons, cups, pints, quarts, and gallons.

Weight measure means using a scale to weigh in ounce or pound amounts.

Eyeballing vs. Measuring Ingredients

Ask: How accurate is eyeballing ingredients?

Discuss: The outcomes of eyeballing ingredients.

Note: Use a flipchart and markers to write down the employees’ responses. Make sure the following key points are covered:
- Often inaccurate
- More likely to have a different product taste and quality
- More likely to have a different product yield
- More likely to change the nutrient content of a product

Portion Control

Tell: Portion control is an exact process of serving food.

Accurately serving CACFP meal components includes serving correct portions as well as serving correct foods.
Lesson 7 Content (cont.)

Portion Control (cont.)

Ask: What happens when the recipe yields 50 ½-cup portions and the employee serves ¾-cup portions?

Discuss: The problems with inaccurate portions.

Note: Use a flipchart and markers to write down the employees’ responses. Make sure the following key points are covered:
- Running out of food
- Wasting food
- Cost containment

Outcomes of Inaccurate Portion Control

Tell: There are two outcomes of inaccurate portion control:
- Financial outcomes
- Medical outcomes

Financial Outcomes
- CACFP meals must be served in correct portions to be counted as a reimbursable meal.
- Also, serving portions that are larger than planned for will result in food shortage and increased cost.

Medical Outcomes
- Some adult day care participants will be on therapeutic diets. Portion control is essential for the diet to be served as ordered.
- Remember that the therapeutic diet is a part of the participant’s medical care. Serving the diet correctly is just as important as giving medicines correctly.

Lesson Evaluation

Note: The material needed is a copy of the Lesson Evaluation for each employee. Go over the directions with the employees before having them answer the questions.

Discuss: Employees’ responses.
Handout 1
Icebreaker

Directions: Look at each food, beverage, or recipe ingredient and estimate the portion size by “eyeballing” it.

Food #1:
Estimated portion:

Food #2:
Estimated portion:

Food #3:
Estimated portion:

Beverage #1:
Estimated portion:

Beverage #2:
Estimated portion:

Beverage #3:
Estimated portion:

Recipe ingredient #1:
Estimated portion:

Recipe ingredient #2:
Estimated portion:

Recipe ingredient #3:
Estimated portion:
Components of a Standardized Recipe

Standardized recipes should include the following information:

- Recipe title
- Recipe category
- Ingredients
- Weight/volume of each ingredient
- Preparation instructions (directions)
- Cooking temperature and time
- Serving size
- Recipe yield
- Equipment and utensils to be used
Handout 3
Recipe Comparison

Directions: Check all that apply for the recipe.

Recipe # ______

_____ Recipe title
_____ Recipe category
_____ Ingredients
_____ Weight/volume of each ingredient
_____ Preparation instructions (directions)
_____ Cooking temperature and time
_____ Serving size
_____ Recipe yield
_____ Equipment and utensils to be used
Lesson Evaluation

Directions: Write short answers to each question.

1. List three advantages of using standardized recipes.

2. List one financial outcome of inaccurate portion control.

3. List one medical outcome of inaccurate portion control.
Lesson Evaluation: Answer Key

**Directions:** Write short answers to each question.

1. List three advantages of using standardized recipes.
   - *Amount of food prepared is consistent.*
   - *Product taste and appearance are the same from cook to cook.*
   - *Elimination of guesswork.*
   - *Food cost controls.*
   - *Consistent nutrient content.*
   - *Participant satisfaction.*
   - *Efficient purchasing procedures.*
   - *Inventory control.*
   - *Labor cost control.*
   - *Increased employee confidence.*
   - *Reduced recordkeeping.*
   - *Successful completion of State/Federal review.*

2. List one financial outcome of inaccurate portion control.
   - *Meal may not be counted as a reimbursable meal.*
   - *Serving portions that are larger than planned for will result in food shortage.*
   - *Serving portions that are larger than planned for will result in increased cost.*

3. List one medical outcome of inaccurate portion control.
   - *Diets will not be served as ordered.*
   - *Too much food or too little food will be unhealthy for the participant.*