

Frequently Asked Questions

Food Bank/Home Cooked Meals

Area	Question	Answer
Food Safety	Home prepared food items that may be obtained from other sources should not be distributed. Can you please provide clarification on what this means?	Since the agency doesn't know how home prepared food was prepared and whether or all sanitary precautions were adhered to, the agency should not accept and distribute. All food items distributed must have nutritional label.
Documentation in the Client's Primary Record	Because our pantry operates on the client choice model, I have some concerns about some of the documentation requirements. Our clients are eligible to "shop" weekly and make their own selections from the available food. We supply clients with a "shop list" to guide them through the food categories, but they make their own selections. We don't keep a record of which specific food an individual client receives, and I don't see any practical way to do so. We serve this large volume of clients with a very small staff and rely heavily on volunteers just to get client eligibility verified and food made available. Do you foresee that we will be able to meet documentation requirements with this structure?	Specific foods are not required documentation. To comply with this documentation requirement, only the date the client accessed food is required and can be documented in the client's primary record (either ARIES or other tracking source).

