

1. Site Name:

2. Site ID:

3. Setting:

4. Date of Completion:

Sodium Reduction: Assessment to Action Action Plan Tool

Action Items	Already In Place	Work on Now	Work on Later	N/A
<i>Food Service Guidelines/Standards</i>				
1. Adopt or strengthen food service guidelines or standards that promote healthy eating patterns				
2. Strengthen food service guidelines or standards that promote healthy eating patterns to include mention of sodium				
3. Strengthen food service guidelines or standards that promote healthy eating patterns to specify sodium milligram limits				
4. Incorporate or strengthen language in contracts with food service management companies that promote healthy eating patterns				
5. Strengthen language in contracts with food service management companies to include mention of sodium				
6. Strengthen language in contracts with food service management companies to specify sodium milligram limits				
<i>Food Purchasing</i>				
1. Ask food service distributors to highlight nutritious foods on their product lists				
2. Purchase lower sodium soups				
3. Purchase lower sodium luncheon meats and cheeses				
4. Purchase lower sodium canned products				
5. Purchase lower sodium sauces, gravies, bases and condiments				
6. Purchase lower sodium baked goods				
7. Purchase lower sodium snacks				
<i>Food Preparation</i>				
1. Develop and use standardized recipes to prepare food				
2. Select recipes with lower sodium content				
3. Plan menus with lower sodium content				
4. Train food service staff in food preparation techniques to decrease sodium content				
<i>Nutrition Promotion – Congregate meals setting ONLY</i>				
1. Conduct taste tests with consumers to introduce healthy food				
2. Cook with consumers to promote healthy food				
3. Use taste tests and/or cooking to promote lower sodium options				
4. Provide educational information to consumers about the benefits of reducing sodium intake				
5. Provide educational information to consumers that specifically mention sodium				

6. Train staff how to role model healthy eating at meal and snack times				
7. Train program staff on how to incorporate sodium reduction into planned nutrition and other programming				
8. Promote sodium reduction when role modeling or incorporating nutrition education in programming				

Nutrition Promotion – Cafeteria setting, snack bar/grab N’ go, vending machines ONLY

1. Promote reduced-size portions on menus or posted signs				
2. Lower prices on smaller portions and/or healthy à la carte items				
3. Price the salad bar by the pound				
4. Provide a price advantage for individual items over combo meals				
5. Create signs, table tents or displays that encourage healthy eating				
6. Create signs, table tents or displays that mention sodium				
7. Add nutrition information on menus or posted signs				
8. Make sodium information clearly visible on menus or posted signs				
9. Place lower sodium snacks like fresh fruit, vegetables and unsalted nuts near the point of purchase				
10. Increase the number of single serving snack foods that really contain one serving				
11. Create an internet site and/or “app” that provides information on healthy eating				

Program Notes on Action Plan