



Australian Government

Department of Education, Employment and Workplace Relations

HLTNA304D Plan meals and menus to meet cultural and religious needs

Release: 1

HLTNA304D Plan meals and menus to meet cultural and religious needs

Modification History

HLT07 Version 4	HLT07 Version 5	Comments
HLTNA304C Plan meals and menus to meet cultural and religious needs	HLTNA304D Plan meals and menus to meet cultural and religious needs	ISC upgrade changes to remove references to old OHS legislation and replace with references to new WHS legislation. Changed wording of elements 1 & 2. No change to competency outcome

Unit Descriptor

Descriptor

This unit of competency describes the skills and knowledge required to plan and evaluate meals and menus in a manner that meets the cultural and religious needs of client groups

Application of the Unit

Application

Work performed requires a range of well developed skills where some discretion and judgement is required

Individual will take responsibility for their own outputs and may participate in work teams

Licensing/Regulatory Information

Not Applicable

Pre-Requisites

Not Applicable

Employability Skills Information

Employability Skills

This unit contains Employability Skills

Elements and Performance Criteria Pre-Content

Elements define the essential outcomes of a unit of competency.

The Performance Criteria specify the level of performance required to demonstrate achievement of the Element. Terms in italics are elaborated in the Range Statement.

Elements and Performance Criteria

ELEMENT

1. Plan meals and menus to meet food-related *cultural and religious needs* of client groups

PERFORMANCE CRITERIA

- 1.1 Identify client group and use correct terminology
- 1.2 Consider cultural groups and general characteristics of their cuisine during meal and menu planning
- 1.3 Identify *factors that may influence food choices*
- 1.4 Identify dietary regimes associated with cultural and religious groups
- 1.5 Observe cultural customs

ELEMENT	PERFORMANCE CRITERIA
2. Modify existing menus to meet food-related <i>cultural and religious needs</i> of client groups	2.1 Plan and modify menus to meet cultural and religious needs of the client group 2.2 Incorporate sufficient choice into menus

Required Skills and Knowledge

This describes the essential skills and knowledge and their level required for this unit.

Essential knowledge:

The candidate must be able to demonstrate essential knowledge required to effectively do the task outlined in elements and performance criteria of this unit, manage the task and manage contingencies in the context of the identified work role

This includes knowledge of:

- Australian Dietary Guidelines
- Basic cooking methods and equipment
- Basic knowledge of food preparation and food service systems
- Basic principles of nutrition
- Basic principles of nutrition, diet therapy, nutrition supplements and factors that place clients at risk of malnutrition and inadequate hydration
- Common fluid and food restrictions
- Costing (portion size, mathematics) procedures
- Infection control policy and procedures relevant to food service provision
- Work health and safety (WHS) work practices relevant to the specific workplace and in accordance with relevant state/territory/national legislation
- Planning and evaluating meals and menus
- Range of menus and menu items
- Requirements of certain menus
- Standardised recipes
- Various cultural requirements in relation to food, relevant to the profile of the community served by the organisation
- Work organisation methods

Essential skills:

It is critical that the candidate demonstrate the ability to:

- Identify and develop meals and menus that meet specific cultural and religious needs of

client groups

- Communicate constructively with clients and other staff to ensure best service

In addition, the candidate must be able to effectively do the task outlined in elements and performance criteria of this unit, manage the task and manage contingencies in the context of the identified work role

This includes the ability to:

- Plan and evaluate meals and menus
- Demonstrate safe food handling practices
- Use numeracy skills ranging from the ability to complete basic arithmetic calculations to the collating to recording of numbers and costing of menus
- Use literacy, numeracy and oral communication skills required to fulfil the position in a safe manner as specified by the health care facility

Evidence Guide

The evidence guide provides advice on assessment and must be read in conjunction with the Performance Criteria, Required Skills and Knowledge, the Range Statement and the Assessment Guidelines for this Training Package.

Critical aspects for assessment and evidence required to demonstrate this competency unit:

- The individual being assessed must provide evidence of specified essential knowledge as well as skills
- Consistency of performance should be demonstrated over the required range of workplace situations

Concurrent assessment and relationship with other units:

This unit can be assessed independently, however it may be assessed in conjunction with:

- HLTNA303B Plan and modify menus according to special dietary needs

- Context of and specific resources for assessment:*
- Assessment should replicate workplace conditions as far as possible
 - Simulations may be used to represent workplace conditions as closely as possible
 - Resources essential for assessment include:
 - Food safety and HACCP procedure manuals
 - Manufacturers/ manuals and recommendations for equipment
 - Food packaging and storage requirements
 - WHS, cultural diversity and other relevant legislation
 - Work plan
 - Enterprise policy, mission statements, procedures
- Method of assessment*
- Observation in the work place (if possible)
 - Written assignments/projects
 - Case study and scenario as a basis for discussion of issues and strategies to contribute to best practice
 - Questioning
- Access and equity considerations:*
- All workers in the health industry should be aware of access and equity issues in relation to their own area of work
 - All workers should develop their ability to work in a culturally diverse environment
 - In recognition of particular health issues facing Aboriginal and Torres Strait Islander communities, workers should be aware of cultural, historical and current issues impacting on health of Aboriginal and Torres Strait Islander people
 - Assessors and trainers must take into account relevant access and equity issues, in particular relating to factors impacting on health of Aboriginal and/or Torres Strait Islander clients and communities

Range Statement

The Range Statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Add any essential operating conditions that may be present with training and assessment depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts.

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| <i>Cuisine of cultural groups within Australian society includes, but is not limited to:</i> | <ul style="list-style-type: none">• Aboriginal and Torres Strait Islander• Asian• European• Indian• Mediterranean• Mexican• South American• South Pacific Islander• African |
| <i>Religious groups within Australian society who may follow particular dietary restrictions include but are not limited to:</i> | <ul style="list-style-type: none">• Jewish• Hindu• Muslim• Some Christian denominations eg Seven Day Adventist |
| <i>Factors influencing food choices include but are not limited to:</i> | <ul style="list-style-type: none">• Availability and accessibility• Familiarity• Beliefs and values• Food advertising• Cultural preferences |
| <i>Food-related religious needs include but are not limited to:</i> | <ul style="list-style-type: none">• Kosher• Halal• Hindu (vegetarian - ovo-lacto, lacto or vegan) |

Unit Sector(s)

Not Applicable