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Meal Program



Thank you for your interest in providing a home-cooked meal for the guest families of Ronald McDonald House. This program provides a much-needed service to families who are supporting their sick children and often don't have the time, funds, or energy to prepare a healthy, home-cooked meal. These guidelines will help you plan a successful meal at our "home away from home" for families of critically ill children. Please share this information with all members of your group prior to your scheduled meal.

This program is for groups with a maximum of 15 volunteers and is usually a 3 to 4 hour time commitment. Unfortunately, we simply do not have the space to accommodate larger groups. Please consider breaking larger groups into two meals or having part of the group help with pre-preparations.

The Board of Health encourages us to have all meals prepared here in our House whenever possible. Food prepared in commercial cooking establishments such as restaurants, catering services or cafeterias and then brought in or delivered is acceptable.

Serving Requirements

- ♥ If providing a **dinner**, you will purchase and prepare enough food for **125** people.
- ♥ If providing a **breakfast, brunch or lunch**, purchase and prepare enough food for **70** people.

Please understand that these are strictly estimates. The actual number of people attending the meal varies greatly even when the House is full. This is due to a number of factors, none of which are predictable. Not all families will be able to make it to the House in time for your serving, but they will be searching for leftovers when they return. Some families will prepare to-go plates for children in isolation. Rest assured that whether the food is eaten in the kitchen at the time of the meal, carried away, or warmed up as leftovers later; it will be eaten, and is very much appreciated.

Unfortunately, we are unable to tell you the exact number of children in the House or their sex/ages. Families are checking in and out every day, and in/outpatient status can also change on a daily basis. We have boys and girls from infants to late teens, and some of those children could be the siblings of an ill child. In general, you may expect a 90/10 ratio of adults to child.

Most cooking utensils and equipment are provided (pots, pans, large spoons). Plates, silverware, and glasses are provided, but you may choose to bring paper products for ease of cleanup. Bring any extra equipment you might need such as a rice cooker or specialty cake pans. We are not able to provide refrigerator or freezer space in advance of your meal.

Milk and coffee are provided free of charge, and we have Coke products available for purchase at just 50¢. We also have an ice machine. It is not necessary to bring additional beverages, but if you prefer other types of drinks (like teas or juices) you are certainly welcome to do so.

Serving Times

Breakfast is served at 9 am. Brunch is served at 10:30 am. Lunch serves at noon, and dinner is at 6 pm. (Brunch would be *in place of* a breakfast and lunch). All meals may not be offered every day due to conflicting House routines. Check with us if you need to arrive before 10:30 for lunch as we may have a breakfast group still tidying up. For all other meals, you may arrive up to 2 hours before to begin preparing.

Menu Planning

A complete meal includes a main dish with both a meat and vegetarian option. Feel free to be creative or bring your own family favorites. Ingredients will not need to be displayed, but be prepared to verbally offer a list of ingredients in case of food sensitivities or restrictions. Additional meal ideas or help with quantities can be provided. If I do not hear from you sooner, I will be in contact about a week before your meal to confirm your menu choices as we share this with our families.

Upon Arrival

You may pull up into the big circle in front of the main door for unloading. Then park in any available spot. Rolling carts are available for transporting food and supplies. All members of your group must stop at the front desk to sign in, and the leader can pick up our Meal Group box. The box contains the kitchen cabinet keys, labeling materials and kitchen thermometers.

All adults in your group must sign in on our blue sign-in sheet, and every volunteer over 12 must wear a yellow visitor lanyard.

The Kitchen

We have a designated kitchenette at the rear of the kitchen especially for our meal groups with a gas stove top, convection oven and larger sized cookware. Should you need additional oven space, feel free to spread out to no more than 3 of the other 5 kitchen stations. We also have two gas grills on the patio.

The **Meal Group Book** can be found on top of the convection oven. In it, you'll find:

- ♥ A checklist for your day.
- ♥ Operating instructions for the appliances.
- ♥ Answers to other frequently asked questions.
- ♥ Ingredient labels to mark dishes that have potential allergic or cultural taboos.
- ♥ Food safety, cooking temperature and hand washing guidelines.
- ♥ Journal pages for you to write down your own impressions of the event to share with other groups.

Serving

Stack plates and silverware to the end of the serving counter. You may pull dishes from any of the kitchen stations.

Let the front desk know when you are ready to serve, and we will make an announcement for our guest families.

Once prepared, set the meal out on the serving counter, buffet-style. Make sure that tongs and/or serving spoons are set out to choose foods. **Please serve your main dish from behind the counter to control portions and ensure that all families share in the meal.**

Keep potentially hazardous foods hot or cold. These are defined as foods in which bacteria are more likely to grow. These foods include:

- ♥ Animal products including eggs and dairy.
- ♥ Cooked starches (rice, beans, pasta and potatoes).
- ♥ Fruits and vegetable as follows: cooked vegetables, tofu, sprouts such as alfalfa or bean sprouts, cut melons.

Keep potentially hazardous foods out of the **Danger Zone** (41-140°F). Maintain the following temperatures as foods are being held and served: hot foods: 140° F or higher and cold foods: 41° F or colder.

Once guest families have helped themselves, your volunteer group may also go through the line. You are welcome to sit, and eat with the families.

Clean up

After approximately 45 minutes to an hour of serving time, you may begin clean up of the serving area. Guest families will clear and clean their own tables. The volunteer group will be responsible for packing and labeling leftovers, washing all dishes and returning them to their original locations, cleaning the counters and stove tops, sweeping the floors, and emptying the garbage. Please leave the area at least as clean as when you found it.

Whenever possible, all dishes must be cleaned in the dishwashers. Larger pots, pans and serving dishes can be washed by hand in the hottest water possible. Wipe down all surfaces with Clorox wipes or hot, soapy water, and leave the kitchen area at least as clean as when you arrived.

Place all leftovers in sealed containers or Ziploc baggies, label with date and contents, and place in refrigerator marked "leftovers". (We provide the containers and baggies, but your donations are always appreciated.) If possible, portion leftovers into individual serving sizes. Blank labels and 'ingredient' labels are provided.

Turn off the gas burners, and lock all cabinets before you leave. Return the meal group box to the front desk.

Health and Safety

- ♥ For the safety of our House children and parents, anyone in your group who has any symptoms of illness, has recently been exposed to, or has a communicable disease should not visit the House or be involved in any food preparation. We have children here in isolation or have immune-suppressed bodies that cannot fight even the simplest cold. Gloves are available for all visitors, and we encourage frequent hand-washing while in the House.



- ♥ The US Department of Agriculture has put together a free download of the [Volunteer's Guide to Food Safety](http://www.fsis.usda.gov/PDF/Cooking_for_Groups.pdf) which includes additional information you need to know to ensure that your meal is as safe as can be for our families. http://www.fsis.usda.gov/PDF/Cooking_for_Groups.pdf

- ♥ Frequent hand washing is required. Please use the small sink in our Coffee Nook for hand washing. Never wash your hands in the same sink where you wash dishes or prepare food.
- ♥ Never touch ready-to-eat foods with bare hands. Serving gloves (provided) are required. Hairnets are available upon request

Important Rules for using gloves

- Wash hands before using gloves.
 - Change gloves that get ripped.
 - Change gloves that might be contaminated.
 - Never wash or reuse gloves.
 - Change gloves between working with raw and ready-to-eat foods.
 - Throw gloves away after use.
 - Wash hands after taking off gloves.
- ♥ All kitchen surfaces must be wiped down before and after food preparation.
 - ♥ There is a first aid box located just to the left of the meal group kitchen containing items for burns and cuts. The bandages are blue so that if they fall in food (lets hope not) they are easily noticed. Please feel free to use these materials if needed, but also advise front desk of any emergencies.
 - ♥ Ronald McDonald House is a NON-DENOMINATIONAL organization. We have families with us from around the globe representing many different nationalities, cultures and beliefs. We cannot appear to favor any specific one. Passing out any type of religiously-themed literature or engaging in any type of religious solicitation is prohibited.

♥

Menu Restrictions

The following foods are prohibited: non-pasteurized juice and milk products, raw seed sprouts, undercooked meat, fish or eggs, alcohol of any kind.

Special Notes

- ♥ In the unfortunate event that your group will be unable to meet your commitment to provide your meal, we would appreciate as much notice as possible so that we can make alternate arrangements to feed our guest families.
- ♥ If it is necessary to bring along younger children, they need to be supervised at all times for their safety and our guests'. Children are welcome to use the playroom, but it must be tidied before you leave.
- ♥ Volunteers may not take responsibility for supervising or caring for children of House Guests in the absence of a parent or guardian, either in the common areas or outside the House.
- ♥ Volunteer groups are restricted to *only the common areas* of the House, and cannot enter a guest's room at any time. At no time can visitors be left unattended with any child who resides at Ronald McDonald House.
- ♥ Before taking photographs, check with the front desk. A written release using our form must first be obtained from the parent of each child in the photograph. Photographs used for any type of publication or filming require advance permission and arrangements.
- ♥ We would appreciate your feedback! After your meal, please tell us about your experience and any suggestions you might have that could improve the experience for the next group.
- ♥ We'd be more than happy to give your group a tour of the House. Please notify the front desk when it is convenient for the group to do so.
- ♥ Absolutely no weapons of any kind may be brought onto RMH property including **ANY** firearms, knives, ammunition, etc.
- ♥ **No community restitution or court ordered volunteers can be accepted.**

Menu Ideas

The following are some ideas for meals, but feel free to be creative. For example: a slice of bologna on a white bread makes a good sandwich, but smoked turkey with spinach in whole wheat wrap is even better! Consider healthier, lower fat cooking options like grilling and steaming and avoid deep frying.

Entrées

chicken ♥ turkey ♥ seafood ♥ pork ♥ chili ♥ low- fat casseroles ♥ soup and stews ♥ salad, pasta or potato bar ♥ ribs ♥ roasts
hamburgers/hot dogs ♥ Italian, Mexican or Chinese themed meals ♥ breakfast meats ♥ lunchmeats ♥ pancakes/French toast

Side Dishes

- ♥ Green salads with assorted dressings
- ♥ Vegetable salads: potato, pea, coleslaw, bean
- ♥ Fruit: fresh, canned, salads, applesauce
- ♥ Potatoes: mashed, scalloped, French fried or in casseroles
- ♥ Rice: brown, wild or flavored
- ♥ Pasta: macaroni and cheese, fettuccine or spaghetti, ravioli
- ♥ Vegetables: raw, cooked, steamed, grilled, cheese covered, sautéed, stir fried or in casseroles
- ♥ Beans and peas: barbecued beans, ranch-style beans, black beans, navy beans, pinto beans, black-eyed peas, green peas, or creamed peas

Breads and Rolls

white or wheat sliced bread ♥ hamburger/hot dog buns ♥ bake and serve dinner rolls ♥ hoagie or submarine buns ♥ yeast rolls
dinner rolls ♥ croissants ♥ corn bread ♥ potato rolls ♥ biscuits ♥ garlic bread ♥ Italian or French bread ♥ corn or flour tortillas ♥
pita bread ♥ Focaccia ♥ bagels ♥ muffins ♥ cinnamon rolls

Condiments

- | | | |
|--------------------|--------------------|---------------------------------------|
| ♥ assorted jellies | ♥ salad dressing | ♥ cheddar cheese, shredded |
| ♥ butter | ♥ salt | ♥ chives |
| ♥ coffee creamer | ♥ soy sauce | ♥ crushed red pepper |
| ♥ honey | ♥ steak sauce | ♥ guacamole |
| ♥ ketchup | ♥ sugar | ♥ onions, diced or sliced |
| ♥ mayonnaise | ♥ sugar substitute | ♥ parmesan cheese, grated or shredded |
| ♥ mustard | ♥ syrup | ♥ salsa |
| ♥ pepper | ♥ Tabasco sauce | ♥ sour cream |
| | ♥ bacon bits | |

Desserts

cheesecake ♥ carrot cake ♥ fruit sorbet ♥ dessert ravioli ♥ fruit cobbler ♥ ice cream ♥ cookies ♥ brownies ♥ assorted cakes or pies
♥ watermelon or cantaloupe ♥ yogurt parfaits ♥ fruit pizza ♥ cupcakes ♥ root beer floats

Quantities

Reprinted from [Cooking for Crowds for Dummies](#)

Soups and Stews

	Per Person	Crowd of 25	Crowd of 50
Served as a first course	1 cup	5 quarts	2 ½ gallons
Served as an entrée	1 ½ to 2 cups	2 o 2 ½ gallons	4 gallons

Main Courses

	Per Person	Crowd of 25	Crowd of 50
Baby-back rib, pork spareribs, beef short ribs	1 pound	25 pounds	50 pounds
Casserole	N/A	2 to 3 13 x 9 inch casseroles	4 to 5 13 x 9 inch casseroles
Chicken, turkey or duck (boneless)	½ pound	13 pounds	25 pounds
Chicken or turkey (with bones)	¾ to 1 pound	19 pounds	38 pounds
Chili, stew, stroganoff and other chopped meats	5 to 6 ounces	8 pounds	15 pounds
Ground beef	½ pound	13 pounds	25 pounds
Maine lobster (about 2 lbs each)	1	25	50
Oysters, clams and mussels (medium to large)	6 to 10 pieces	100 to 160 pieces	200 to 260 pieces
Pasta	4 to 5 ounces	7 pounds	16 pounds
Pork	14 ounces	22 pounds	44 pounds
Roast (with bone)	14 to 16 ounces	22 to 25 pounds	47 to 50 ounces
Roast cuts (boneless)	½ pound	13 pounds	25 pounds
Shrimp (large – 16 to 20 per pound)	5 to 7 shrimp	7 pounds	14 pounds
Steak cuts (T-bone, porterhouse, rib-eye)	16 to 24 ounces	16 to 24 ounces per person	16 to 24 ounces per person
Turkey (whole)	1 pound	25 pounds	50 pounds

SIDE DISHES

	Per Person	Crowd of 25	Crowd of 50
Asparagus, carrots, cauliflower, broccoli, green beans, corn kernels, peas, black-eyed peas and so on	3 to 4 ounces	2 cups	4 cups
Corn on the cob (broken in halves when serving buffet style)	1 ear	20 ears	45 ears
Pasta (cooked)	2 to 3 ounces	3 ½ pounds	7 pounds
Potatoes and yams	1 (medium)	6 pounds	12 pounds
Rice and grains (cooked)	1 ½ ounces	2 ½ pounds	5 pounds

SIDE SALADS

	<u>Per Person</u>	<u>Crowd of 25</u>	<u>Crowd of 50</u>
Croutons (medium sized)	N/A	2 cups	4 cups
Dressing (served on the side)		4 cups	8 cups
Fruit salad		3 quarts	6 quarts
Lettuce (iceberg or romaine)		4 heads	8 heads
Lettuce (butter or red leaf)	6	6 heads	12 heads
Potato or macaroni salad		8 pounds	16 pounds
Shredded cabbage for coleslaw		6 to 8 cups (about 1 large head of cabbage)	12 to 16 cups (about 2 large heads of cabbage)
Vegetables (such as tomato or cucumber)		3 cps	6 cups

BREADS

	<u>Per Person</u>	<u>Crowd of 25</u>	<u>Crowd of 50</u>
Croissants or muffins	1 ½ per person	3 ½ dozen	7 dozen
Dinner rolls	1 ½ per person	3 ½ dozen	7 dozen
French or Italian bread		2 18 in loaves	4 18 inch loaves

DESSERTS

	<u>Per Person</u>	<u>Crowd of 25</u>	<u>Crowd of 50</u>
Brownies or bars	1 to 2 per person	2 ½ to 3 dozen	5 ½ to 6 dozen
Cheesecake	2 inch wedge	2 9 inch cheesecakes	4 9 in cheesecakes
Cobbler	1 cup	2 9 x 9 x 2 inch pans	4 9 x 9 x 9 x 2 inch pans
Cookies	2 to 3	3 to 4 dozen	6 to 8 dozen
Ice cream or sorbet	8 ounces	1 gallon	2 gallons
Layered cake or angel food cake	1 slice	2 8 inch cakes	4 8 in cakes
Pie	3 inch wedge	2 to 3 9 inch pies	4 to 5 9 in pies
Pudding, trifles and the like	1 cup	1 gallon	2 gallons
Sheet cake	2 x 2 inch piece	¼ sheet cake	½ sheet cake

More information

Before our guests were able to stay with us, they may have been surviving on fast food or vending machines meals. Our goal is to offer them balanced, healthy and flavorful meals. Your help in preparing these healthy meal options can go a long way in providing much-needed energy and stamina for our families who are all supporting their sick or hospitalized children. Here are some general suggestions on ways to make your meals healthy:



GRAINS: Make half your grains whole. If possible, provide at least 3 ounces of whole grain, bread, cereal, crackers, rice or pasta.

VEGETABLES: Vary your veggies. If possible, provide more dark green and orange veggies, dry beans and peas.

FRUITS: Focus on fruits: Provide fruits — fresh, frozen, canned or dried. Go easy on fruit juices.

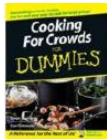
Oils: Know your fats. Make most of your fat sources from fish, nuts, and vegetable oils. Limit solid fats like butter, stick margarine, shortening and lard.

Milk: Get your calcium rich foods. Go low-fat or fat-free. If you don't or can't consume milk, choose lactose-free products or other calcium sources.

Meat and Beans: Go lean on protein. Choose low-fat or lean meats and poultry. Bake it, broil it, and grill it. Vary your choices with more fish, beans, nuts and seeds.

HEALTHY SUBSTITUTES

<i>When your recipe says . . .</i>	<i>. . . Try this instead</i>
Whole milk (1 cup)	1 cup fat-free or nonfat milk plus one tablespoon of unsaturated oil
Heavy cream (1 cup)	1 cup evaporated skim milk or 1/2 cup low-fat yogurt and 1/2 cup plain low-fat cottage cheese
Sour cream	Low-fat cottage cheese plus low-fat or nonfat yogurt (fat-free sour cream is also available)
Cream cheese	4 tbs margarine blended with 1 cup dry low-fat cottage cheese; add a small amount of fat-free milk if needed
Butter (1 tablespoon)	1 tbs polyunsaturated margarine or 3/4 tablespoon polyunsaturated oil
Shortening (1 cup)	2 sticks polyunsaturated margarine
Egg (1)	1 egg white plus 2 teaspoons of unsaturated oil or commercially made, cholesterol-free egg substitute
Unsweetened baking chocolate (1 ounce)	3 tbs unsweetened cocoa powder or carob powder + 1 tbs polyunsaturated oil or margarine. Carob is sweeter than cocoa, so reduce sugar in recipe by 1/4
Oil	Applesauce



Recommended reading:

[Cooking for Crowds for Dummies](#) by Dawn and Curt Simmons.

With terrific recipes plus tips for everything from planning menus to preparation to food safety, you can serve our hungry crowd without getting all steamed up about it!

Try these websites for more recipe ideas!



bigrecipes.com

deliciousdecisions.org

recipereward.com

homecooking.about.com

recipegal.com

recipegoldmine.com

razzledazzlerecipes.com

joycesfinecooking.com/cooking_for_a_crowd.htm

foodnetwork.com

<http://lotsofinfo.tripod.com/foodservicelist.html>

epicurious.com

recipelink.com

recipessource.com

allrecipes.com

themepartiesnmore.com

diy.net

Thank You

On behalf of all the guest families here at Ronald McDonald House, we thank you for giving of your time and talents in providing a healthy, comforting, home-cooked meal. Here are a few ideas to help make your experience as easy and safe as possible and might even save you a few dollars!



Try the **Menu Wizard** at GFS when planning your meal! It's free and available at all **GFS Marketplace** stores. Menu Wizard helps you to determine how much your menu will cost per guest, how much food to purchase so you don't over-buy; and how many servings are needed for each food type. You can even call in your order to have it ready for pickup when you arrive! How easy is that?

Help us twice! When checking out, mention our Ronald McDonald House Partnership in Savings program (#002286280) and a portion of your sale is donated back to us!



Volunteer Meal Groups are welcome to shop **Restaurant Depot** under the Ronald McDonald House membership and take advantage of grocery prices. Stop at the Restaurant Depot service desk for a temporary membership card.

Restaurant Depot is located at 4501 W. Mitchell Avenue, Cincinnati, OH 45232. Phone the store at 542-3000 or check the website at restaurantdepot.com for store hours and more information.



Here's a great idea for student groups! **Young Chefs Academy** offers cooking classes to children in a safe environment that encourages discovery and creativity. Young chefs will learn basics in:

- kitchen safety and proper food handling
- food preparation and cooking and baking techniques
- presentation, table setting, manners and so much more!

Contact the school if you are interested at 513-770-4067 or westchesteroh@youngchefsacademy.com



For an up-to-the-minute list of available meals, please check our online calendar at calendar.yahoo.com/ldavisrmh (best viewed in month format). Only the meals listed are available. Contact me with the meal you'd like to provide, and I will reserve it for your group.

Lisa Davis
Meals and Activities Coordinator
☎ 513-636-2760 ✉ ldavis@RMHouse.org



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