



DIETITIAN MEAL REVIEW CHECKLIST

For Aged Care Meal Plans from Meals on Wheels Services

Service Name:	Palm Beach Share and Care
Service ABN:	71 643 380 255
Service Branch Location:	31 Tenth Avenue Palm Beach
Date of Review:	13 th April 2026

1. Review Objectives

- ✓ Meals meet the nutritional needs of older adults
- ✓ Quality, safety, and satisfaction assessed
- ✓ Actionable feedback prepared for the supplier

2. Review Components

A. Menu Documentation

- ✓ Recipes include ingredients and cooking methods
- ✓ Portion sizes and serving frequency documented
- ✓ Texture-modified and special diet options included

B. Nutritional Analysis

- ✓ Macronutrient balance (energy, protein, fats, carbs)
- ✓ Micronutrient adequacy (calcium, iron, vitamin D, B12, fibre)

C. Compliance Check

- ✓ Aligned with Australian Dietary Guidelines for older adults
- ✓ Allergen management and food safety protocols in place

D. Quality Assurance

- ✓ Meal presentation and palatability assessed
- ✓ Supplier responsiveness to feedback

7. Sign-Off

Dietitian (Supplier):

Date: 28/04/2026

Dr Karen Abbey PhD APD (Accredited Practising Dietitian)