

## Wellness Policy

Arlington House provides emergency shelter for adolescents 11 through 17 years of age, for up to 90 days, while placements are arranged. Arlington House will accept referrals for clients from County Social Workers, County Probation Officers, and or Law Enforcement within Ramsey County. Clients placed in shelter must be placed on a police hold, court order or a voluntary placement agreement. Shelter Staff will determine the appropriateness of clients referred to our program based upon the nature of presenting issues.

Clients come to Arlington House in crisis and are in need of structured programming with twenty-four hour supervision. Clients are placed in shelter for a variety of reason including allegations of abuse (physical, sexual, and/or emotional), running away, truancy, suicidal gestures and/or ideations, aggressive behavior, eating disorders, sexual acting out, theft, chemical abuse, and unresolved mental health issues. Arlington House offers comprehensive programming to clients, including: physical, cultural and leisure activities and housekeeping responsibilities. Clients of Arlington House are eligible for Title One services, allowing the client to attend their home school and maintain a level of consistency.

Upon arrival clients participate in an intake process which includes an assessment of immediate needs as well as a physical health screening by a registered nurse. During the intake residents are asked questions regarding their current dietary needs and allergies.

Arlington House promotes healthy residents by supporting wellness, good nutrition and regular physical activity as a part of the therapeutic environment. The residents learn and participate in positive dietary and lifestyle practices. By facilitating learning through the support and promotion of good nutrition and physical activity, we contribute to the basic health of the residents, which optimizes their performance potential.

Arlington House provides a comprehensive learning environment for developing and practicing lifelong wellness behaviors. The entire agency environment shall be aligned with goals to positively influence a resident's understanding, beliefs, and habits as they relate to good nutrition and regular physical activity.

In addition to providing physical activity, Arlington House supports and promotes proper dietary habits contributing to the resident's health status and performance. All foods available at meals meet or exceed the required nutrition standards. Foods are served with consideration toward nutritional integrity, variety, appeal, taste, safety, and packaging to ensure high quality meals.

To ensure that our wellness plan is put to use as intended Arlington House has developed a Wellness Policy Committee. The committee is comprised of the following representatives Quality Assurance member, Nursing representative, Program Director and food service staff from the currently contracted food service management team.

## **Wellness Goal**

### **Nutrition Messages**

Arlington House Shelter will provide education and engage in nutrition promotion through our Independent living skills groups where will discuss menu planning, grocery shopping, budgeting, and physical activity routines.

Discussion with residents as a group or individually will occur as needed to also assure that these needs are met. In addition, there is a registered dietician available for resident's consultation if determined appropriate by a physician or agencies nursing staff for such things as unusual food allergies/intolerances, weight issues, etc.

Arlington House Shelter does respect our client's rights to observe religious/belief based food practices in regard to food choices. In cases of religious/belief based restrictions on food, appropriate and healthy substitutions are provided.

## Nutrition Guidelines for All Foods Available In Shelter

### **Agency Meals**

Meals Served will:

Be appealing and attractive to adolescents

Be served in clean and pleasant settings

Meet, at minimum, nutrition requirements established by local, state, and federal law

Offer a variety of fruits and vegetables

Serve only skim, 1%, and 2% milk and nutritionally equivalent non-dairy alternatives (as defined by the USDA)

Ensure that half of the grains served are whole grains

Arlington House Shelter is using the Enhanced Food-Based Menu Planning System.

Arlington House Shelter will engage the residents in meal planning process. Residents are able to make specific meal choices on special occasions and are also informally, conversationally consulted on their likes and dislikes of new menu items, etc.

Additionally, residents and staff are provided a survey, that among other issues, gives them the opportunity to rate their meals/food services while with us. The information provided from residents and staff is reviewed and used to make modifications as necessary.

### **Breakfast**

To ensure that all residents have breakfast in order to meet their nutritional needs and enhance their ability to learn, breakfast menus are created and approved by a dietician and prepared for serving at the program building dining room.

### **Meal Times and Scheduling**

Arlington House Shelter will:

Provide 30 minutes for meals

Schedule meals at appropriate times (breakfast between 6:00am -8am, Lunch 11am-12:30pm, dinner 4:30-5:30pm)

Provide an afternoon and evening snack ensuring that they do not exceed 14 hours between evening snack and breakfast

Provide residents access to hand washing prior to eating snacks and meals

Provide time for teeth-brushing for all residents after meals as requested.

### **Food in programming**

Arlington House Shelter has policies against withholding food as punishment for unacceptable behavior. Use of food as a reward is reviewed and approved by Executive Director prior to use in agency programming/reward system.

### **Celebrations**

Arlington house Shelter will evaluate its celebration practices that involve food as part of the annual wellness plan review. In general the celebrations that involve food are special

meals prepared for Holiday meals, agency wide events such as end of the school year picnics. Meals provided as part of these celebrations do meet or exceed nutritional requirements.

#### Qualifications of Food Service Staff

Qualified nutrition professionals will administer the meal programs. Continuing education is provided to them through the Food Service Management Company.

#### Sharing of Food

Arlington House Shelter discourages residents from sharing their food or beverages with one another.

#### Foods Sold Outside of the Meal

Arlington House Shelter does not offer ala carte or separate sales of food items at meals. Pop and vending machines are not available on agency grounds.

#### Snacks/desserts

Snacks provided on agency grounds will be served with the goal of making a positive contribution to residents' diet and health, with an emphasis on serving fruits as the primary snack at least one snack a day and water, milk or juice as the primary beverages.

Desserts are also a part of meals in moderation; desserts are not served at each meal.

#### Food Safety

All foods made available at our agency adhere to food safety guidelines:

All foods made available on grounds comply with the state and local food safety and sanitation regulations. Hazard Analysis and Critical Control Points (HACCP) plans and guidelines are implemented to prevent food illness and are overseen by the Food Service Management Company

For the safety and security of the food and facility, access to the food service operations are limited to child nutrition staff and authorized individuals.

#### Summer Meals

Arlington House Shelter provides food service throughout the entire year due to the fact that we serve residents year round and all residents are eligible for free or reduced price meals.

## Physical Activity and Promotion

Arlington House will provide for voluntary physical activity as follows:

Resources to promote physical activity will be accessible to all clients regardless of age, gender, disability, etc.

A variety of resources will be provided

Indoor

Membership to YMCA

On grounds Gym provides space for various indoor activities basketball, volleyball, four square, yoga, and various workout videos including the wii fit

Outdoor

Volleyball, walking paths, and other miscellaneous outdoor recreation equipment/games

Arlington House Shelter will provide for one hour of large muscle physical activity per day.

Arlington House staff employees do not use physical activity (running laps, Pushups etc.) as a punishment, nor do they withhold physical activity as punishment.

### Plan for Measuring & On Going Implementation

#### Monitoring and Policy Review

The members of the wellness plan will ensure compliance with established nutrition and physical activity guidelines.

The Wellness committee will meet annually to review the wellness plan

The Wellness Committee will implement new procedures based on the outcome of the meetings

#### Continued Professional Development

Agency direct care staff (youth counselors) is trained annually on Offer vs. Serve requirements as well as Civil Rights for School and Nutrition Programs. Feedback on staff's healthy role modeling and following through with the wellness plan will be discussed during their reviews to provide them feedback in an effort to continue improvements in wellness.