



## Trainer Mentor Program – Application Form

### IMPORTANT

This document is only to show you the information you need to collect and provide to the Maggie Beer Foundation, to apply for the Trainer Mentor Program.

Submit your application on the Maggie Beer Foundation website

<https://maggiebeerfoundation.org.au/>.

About your Aged Care Home	
Name of Aged Care Home	
Address	
NAPS-ID	
Provider Type*	Not for profit For profit Government operated
Remoteness Rating *	MM1 - Metropolitan MM2 - Regional centres MM3 - Large rural towns MM4 - Medium rural towns MM5 - Small rural towns MM6 - Remote communities MM7 - Very remote communities
How many beds do you have? *	0-19 beds 20-39 beds 40-59 beds 60-79 beds 90-99 beds 100+ beds
Overall Star Rating *	1 -5 stars

<b>Contact Details</b>	
<b>Home Representative 1</b>	
Name	
Email address	
Phone number	
Role	Board member CEO General Manager Catering Manager Other
<b>Home Representative 2</b>	
Name	
Email address	
Phone number	
Role	Board member CEO General Manager Catering Manager Other
<b>About your residents</b>	
How many residents do you have from each of the following diversity groups?	Cognitive impairment (e.g. dementia) Aboriginal and Torres Strait Islanders Culturally and Linguistically Diverse
Does your Aged Care Home have a specific cultural focus?	Yes (please specify) No
How many residents do you have with the following special dietary needs?	Texture Modified Diets – L4 Puree Texture Modified Diets – L5 Minced and moist Texture Modified Diets – L6 Soft and bite-sized Vegetarian/ Vegan Allergies (e.g. lactose free, gluten free) Fluid restriction High fibre Religious diets (e.g. halal, kosher) Other
<b>About the Food Service Team</b>	
How many people are in the Food Service Team?	

How many of each of the following roles do you have in the Food Service Team?	Executive Chef/ Catering Manager Head chef/ head cook Support chef/ support cook Kitchen hand Other
How would you describe your staff turnover in the kitchen?	Very high turnover Above average turnover Average turnover Below average turnover Low turnover
In the last 3 months, how many shifts have been filled by agency staff?	# of shifts
<b>About your Food Service</b>	
What's your food preparation model? *	Cook fresh Cook chill
How and where is food made? *	Internal catering – on site Internal catering – off site Contract catering – on site Contract catering – off site
What is your average spend on food and nutrition per resident per day?	Average \$ per person per day
How would you rate your current food and dining service?	1 – 5 stars
Explain the reason for your score	Up to 300 words
How do you involve residents and families in menu planning?	Regular menu reviews meetings Resident surveys Taste testing Personalised menu options Chef-Resident interactions Menu Comment Cards Trial period for new menu items Other
<b>About Education and Training</b>	
What motivated you and your Aged Care Home to apply for this program?	Up to 300 words
What do you want to gain through the Trainer Mentor Program?	Up to 300 words
What recent training have your staff been offered or completed regarding food, nutrition and dining experience?	IDDSI Training Menu Planning Food Safety

	<p>Cooking Training  Cultural Sensitivity  Waste Management  Other  No</p>
<p>What education and training from the Maggie Beer Foundation have your staff completed?</p>	<p>Online Learning Modules  Masterclass  State and Territory Hub  Other  None</p>
<p>It is strongly recommended that Food Service Staff complete all Online Learning Modules before starting the program. Do you agree to ensure this is completed?</p>	<p>Yes  No</p>
<b>Demonstrating your commitment</b>	
<p>To what extent do you anticipate the following will be barriers to training and implementing change</p>	<p>Time for cooks and chefs to attend  Staff turnover  Policies and procedures  Attitude/ organisational culture  Inadequate equipment  Cost</p>
<p>How will you overcome these (and any other) barriers?</p>	<p>Up to 300 words</p>
<p>Do you agree to provide the following information to tailor the program to the individual needs of your Aged Care Home?</p>	<p>Menu and food photos  Standard recipes and nutritional information  Photos of kitchen, dining rooms and courtyards  List of pantry items  Food Safety Manual  Audit of kitchen equipment  Completed Food satisfaction Questionnaires</p>
<p>How do the Board and Senior Management demonstrate their commitment to improving the food, nutrition and dining experience?</p>	<p>Eat food served to or dine with residents  Participate in food committees  Attend resident council meetings  Experience theme meals and other special occasions  Celebrate or share food related achievements  Other  None</p>
<p>How will you share knowledge and skills with other Aged Care Homes (e.g. in your Group or locally)?</p>	<p>Up to 150 words</p>
<p>How will you maintain change beyond the life of the program?</p>	<p>Up to 150 words</p>

Please upload a letter of support from your Board, CEO or Senior Leadership Team outlining the home's commitment to improving the food and dining experience.	Upload word or pdf document

**\*Field not required if you provide a valid NAPS-ID**