



# MEAL SUITE

**ADVANCED ORDERING MODULE  
INDEPENDENT SELF-ORDERING PORTAL  
& SERVICE DASHBOARD**



## ***Complimentary MealSuite Platform Features to Help You Navigate COVID-19***

MealSuite is dedicated to helping you mitigate risks and offset staffing disruptions while maintaining the highest levels of dining services and family member outreach for your residents & patients during this period of limited communal dining and visitor restrictions. We are pleased to offer the following solutions to address the needs of both independent living and care communities while the COVID-19 outbreak is affecting your operations.

### **'NEW' Self-Ordering Portal**

Allows your independent residents who own a personal tablet or computer to place orders directly from the safety of their rooms.

For residents without a personal device, a staff member can quickly share what's on the menu and accept orders for several days in advance .

### **Advanced Ordering Module**

Visit your patients to take their meal orders up to 7 days in advance on a tablet or laptop computer.

Orders may also be placed via phone for those without a personal device or who require more limited engagement.

### **Service Dashboard**

View the service dashboard on a tablet or PC to quickly see which residents have ordered, who refused a meal and who still needs to place an order.

Closely monitor diet orders and allergy changes as well as all new admissions.



# Self Ordering Portal

**MEALSUITE TOUCH**

**Welcome to My Meal Orders.**  
To select your meals, please verify your information below.

**First Name**

**Last Name**

**Unique ID**

**What is my Unique ID?**  
Your Unique ID is a unique number that allows us to identify you. If you do not know your ID, please contact the Food Service Department.

[CONTINUE >](#)

Welcome, Jane Doe ⊕ Allergies Mustard | **Live Location** 1st Floor – Room 901

Use the tabs below to select your meals for today and tomorrow. Please note the cutoff times for selecting meals.

⌚ Please order dinner by 4:00pm. If you do not select meal options we will auto generate a meal unless you select skip a meal below. 12 mins

MAR 16	MAR 16	MAR 16	MAR 17	MAR 17	MAR 17
<b>Breakfast</b> Meal skipped	<b>Lunch</b> Meal selected	<b>Dinner</b> Order by 4:00pm	<b>Breakfast</b> Order by 7:30pm	<b>Lunch</b> Order by 11:00am	<b>Dinner</b> Order by 7:30pm

**Juices**

125mL Grape Juice [ADD TO MEAL](#)

**Fruit**

✔ 125mL Fresh Apple Slices [ADDED](#) [REMOVE](#)

**Cereal**

✔ 180mL High Fibre Oatmeal [ADDED](#) [REMOVE](#)

180mL Rice Krispies Cereal [ADD TO MEAL](#)

**Entree**

✔ 60mL Scrambled Eggs [ADDED](#) [REMOVE](#)



# Advanced Ordering Module

← Advanced Ordering - Dinner - March 19, 2020

Search By ... Name ▾

Missing Orders Only

- Briar, Michael - West Wing - 400
- Colby, Aaron - West Wing - 400
- Crews, Terri - West Wing - 400
- Michael, Frank - South Wing - 300
- Neptune, Larry - East Wing - 103
- Night, Tammy - West Wing - 401
- Smith, John - East Wing - 101
- Stevens, Anabelle - East Wing - 102
- Taylor, Teresa - South Wing - 301
- Towns, Victoria

**Taylor, Teresa**  
Regular/Puree/Regular

March 19, 2020  
Emerald Dining Room -  
Table 5  
Breakfast ✓

March 19, 2020  
Emerald Dining Room -  
Table 5  
Lunch ✓⚠

March 19, 2020  
Emerald Dining Room -  
Table 5  
Dinner ✗

**Entree**

1 #10scp P.Ginger Roast Pork + - ✎ +

1 #10scp P.Baked Haddock + - ✎ +

**Starch**

1 #10scp P.Fluffy Rice + - ✎ +

1 #10scp P.Parslled Potatoes + - ✎ +

PREVIOUS REFUSE SAVE

**MEALSUITE TOUCH**

**Advanced Ordering Configuration Guide**

**Congrats!** Watch the Overview Next Steps Printer Setup Resident Setup Non-Select Setup Tableside Setup Menu & People Data Dining Areas In Room Dining Ordering & Service Times Cut Off Times Next Steps

**Welcome!**

We're glad you decided to use the MealSuite Touch Advanced Ordering System. Use of the Advanced Ordering system will provide you with many benefits, including the ability to:

- Visit your patients to take their meal choices up to 7 days in advance on a tablet or laptop computer. You may also collect orders over the phone.
- View the service dashboard to see which patients need an order placed, are on a new diet order or have been recently admitted.
- All orders are transmitted to your MealSuite system, enabling you to accurately predict your production requirements. Easily print your delivery tickets a few minutes before tray delivery begins to simplify operations.

**First thing's first, let's confirm we have the right information:**

**Account Name**

Rich

**Name**

Barnes Barnes

**Email** **Phone**

rich.b@mealsuite.com (800) 383-1999 x237

**Self-guided Configuration Tool**



# Service Dashboard

Meal Service Management											
Thursday March 19, 2020											
<input type="text" value="Search By ..."/>		Name ▾		SORT BY		ALERT	ORDER COMPLETED	PENDING ORDER	REFUSED	NO ORDER	A-Z Z-A
PATIENT	EVENT TYPE	BREAKFAST	LUNCH	DINNER	DIET ORDER	DELIVERY AREA	BUILDING	WING	ROOM		
Briar, Michael					Regular/Regular/Regular	Emerald Dining Room	MealSuite Estates	West Wing	400		
Colby, Aaron					Gluten Restricted/Regular/Regular	In Room	MealSuite Estates	West Wing	400		
Crews, Terri					Regular/Regular/Regular	Emerald Dining Room	MealSuite Estates	West Wing	400		
Gordon, Joseph					Regular/Regular/Regular	In Room	MealSuite Estates	West Wing	400		
Green, Richard					Regular/Regular/Regular	Emerald Dining Room	MealSuite Estates	East Wing	105		
Michael, Frank					Regular/Regular/Regular	Emerald Dining Room	MealSuite Estates	South Wing	300		
Neptune, Larry	DIET ORDER CHANGED				Regular/Regular/Regular	In Room	MealSuite Estates	East Wing	108		
Night, Tammy	REFUSED: NOT HUNGRY				Vegetarian/Regular/Regular	In Room	MealSuite Estates	West Wing	401		
Preston, Marry					Regular/Regular/Regular	In Room	MealSuite Estates	East Wing	110		

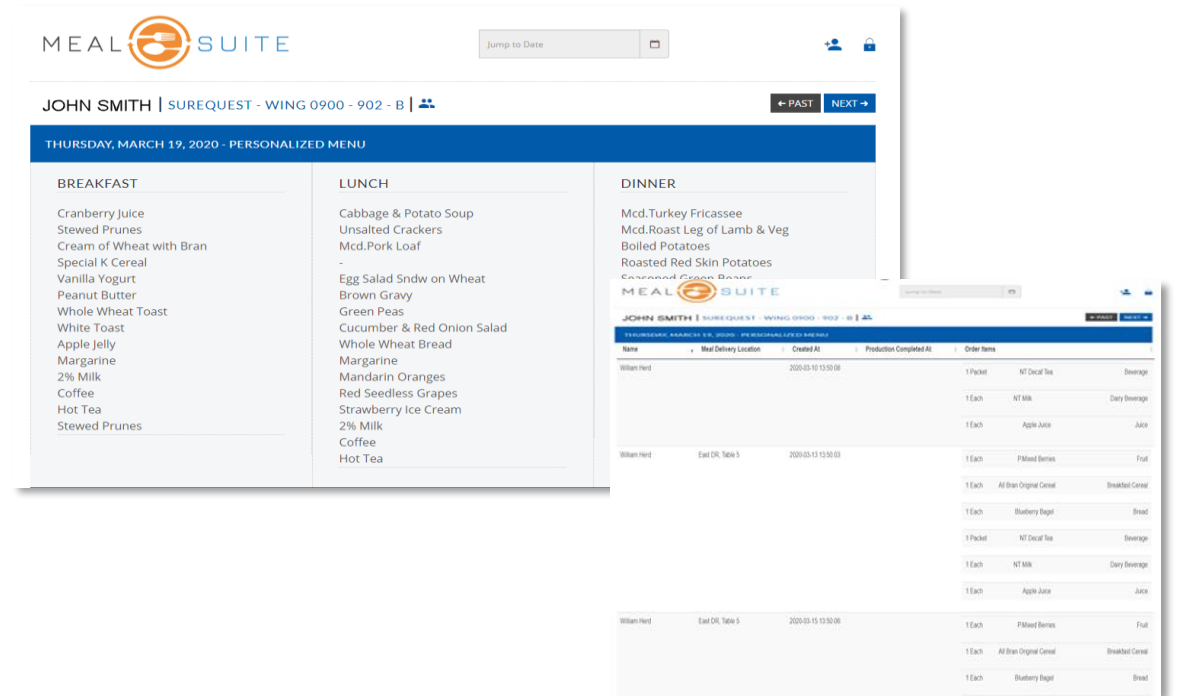
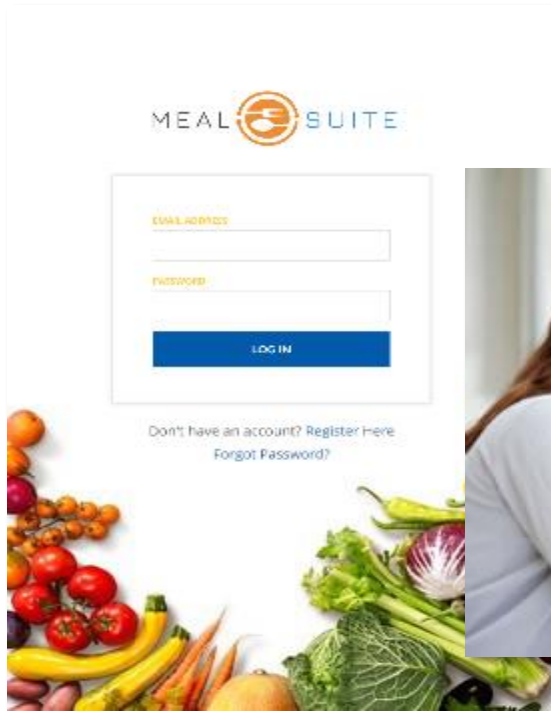
All orders are transmitted to your MealSuite system, enabling you to accurately predict your production requirements and easily print your delivery tickets a few minutes before meal delivery begins. The Dashboard provides a heads-up display on a screen or tablet so you know the status of each person's order and meal.

# Family Portal



## Allows Family Members to remotely view menus & monitor order histories

- Menus are based on the resident's specific dietary requirements, not just the regular menu
- Family members can view and monitor the resident's order history for improved choices
- Access to the system is based on the permissions allowed by your community – the customized site will display your community's logo





# Service Package Options

## 1) Complimentary Support Package

- Includes one (1) hour of **free** onboard training & support
- MealSuite Customer Success Team will ensure that you receive the guidance necessary to learn how to access the system, print tickets and answer any additional questions you may have.
- Written and video training tools will be provided for your convenience *(as seen in photo insert)*

## 2) MealSuite Supported Package

- Training & implementation teams will assist with menu change strategies and provide direct training and project management support to ensure a smooth and rapid launch.
- For complex set ups or multi-site communities that require additional assistance, we will provide extra service at discounted rates.
  - \$500 for up to 7 hours
  - \$1,000 for 15 hours
  - Hourly services at \$75 USD

Colby, Aaron	
West Wing 400 A	DOB: Jun 09, 1937
Gluten Restricted/Regular/Regular	
In Room	03-18-20 Wed Breakfast
<b>Juices</b>	
125 mL	Cranberry Juice
<b>Fruit</b>	
125 mL	Pineapple Tidbits
<b>Breakfast Cereal</b>	
180 mL	Cream of Rice
<b>Entree</b>	
30 mL	Peanut Butter
<b>Bread</b>	
1 Each	G-F Banana Muffin
<b>Condiment</b>	
1 Each	Margarine
<b>Beverage</b>	
180 mL	Coffee
<b>Dairy</b>	
250 mL	2% Milk
Please serve 2 ketchup packets.	
Allergy: *AllergenShellfish	

Colby, Aaron	
West Wing 400 A	DOB: Jun 09, 1937
Gluten Restricted/Regular/Regular	
In Room	03-18-20 Wed Lunch
<b>Entree</b>	
1/2 Each	G-F Salmon Salad on Bun
<b>Gravy</b>	
1/2 .	-
90 mL	G-F LS Vegetable Broth
<b>Vegetable</b>	
62 1/2 mL	Mixed Green Slid w/Italian Drang
<b>Dessert</b>	
62 1/2 mL	Mandarin Oranges
<b>Beverage</b>	
90 mL	Coffee
Please serve 2 ketchup packets.	
Allergy: *AllergenShellfish	

Colby, Aaron	
West Wing 400 A	DOB: Jun 09, 1937
Gluten Restricted/Regular/Regular	
In Room	03-18-20 Wed Dinner
<b>Entree</b>	
90 g	Baked Chicken Thigh
<b>Starch</b>	
125 mL	Parisienne Potatoes
<b>Vegetable</b>	
125 mL	Steamed Broccoli
<b>Bread</b>	
1 Slice	G-F Whole Grain Bread
<b>Dessert</b>	
1 Each	G-F Carrot Cake
<b>Beverage</b>	
180 mL	Coffee
<b>Condiment</b>	
1 Each	Margarine
Please serve 2 ketchup packets.	
Allergy: *AllergenShellfish	

# Printing Options

## 1) Print at no cost using your current laser jet printers

- Log in to your MealSuite system 30-40 minutes prior to meal service and print tickets for the current meal.
- Then just cut the tray cards to separate them, or you can purchase perforated paper for easier separation.

**FREE Option**

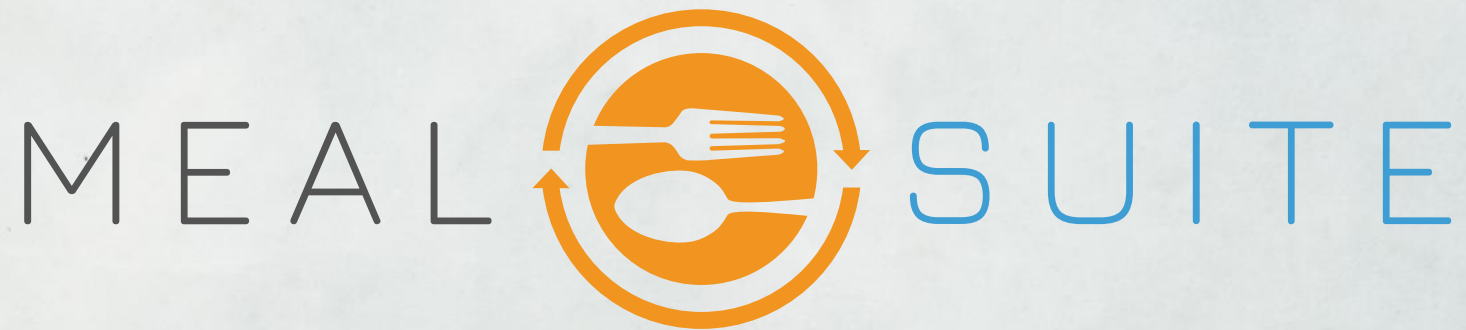
## 2) Purchase a 'Star Micronics Printer' from MealSuite

- This option can be programmed to automatically print tickets at a designated time prior to each meal service.
- Simply requires a network connection, power source and receipt paper.
- The tickets will be pre-cut so that you can simply sort and start production.

**Discounted Price of \$375 USD per printer  
Receipt Paper \$30 USD per box**









# CONTACT US

 [sales@mealsuite.com](mailto:sales@mealsuite.com)

 (800) 383-1999

 [www.mealsuite.com](http://www.mealsuite.com)

 5001 Lyndon B. Johnson Fwy, Suite 525  
Dallas, TX 75244