



“GRAB AND GO” SERVICE PROVISION FACT SHEET

OVERVIEW

The “Grab and Go” meal delivery service will continue to be an allowable, though not required, service. The following fact sheet and workflow figure provide the process for determining eligibility, registering individuals for services, and administering and completing billing for meals served.

ELIGIBILITY AND ENROLLMENT

When a potential recipient expresses interest in the “Grab and Go” option, staff will provide the “Registration Form for Grab and Go Meals”, the Grab and Go Registration Form Instructions”, the Illinois Department on Aging’s “Nutritional Risk and Your Health” brochure, and the “Food Allergy/Special Diet Notification” handout.

The registration form was developed for the older adult to complete independently. A detailed packet that includes step-by-step instructions and definitions has been created to guide the older adult in completion of the form. Staff can assist in completing the form with the older adult, should assistance be requested and/or required.

Once the form is completed, staff will need to review the form with the recipient to ensure that all fields are completed and that all writing is clear and legible. The staff member will then complete the “To Be Completed By Staff” section found at the bottom of the registration form.

To Be Completed By Staff fields

Reason For Grab and Go Meals	Check all boxes that are applicable to the specific recipient
Older Adult will Benefit from Grab and Go Meals Because	Check all boxes that are applicable to the specific recipient
Activities of Daily Living (ADLs) and Instrumental Activities of Daily Living (IADLs)	<ul style="list-style-type: none"> - Add the total number of “Yes” answers to the ADL questions and write in total number - Add the total number of “Yes” answers to the IADL questions and write in total number - Check the box if a referral was completed to area service providers if recipient reported “yes” to difficulty completing ADLs/IADLs
Nutrition Risk Screening	<ul style="list-style-type: none"> - Total the score for the nutrition risk screening and write in the number - Check appropriate score of “Low”, “Medium”, or “High” - Check the box if the risk score was explained to the client and the brochure was provided. - Check the box, if the recipient scores at the “High Risk” category and a recommendation to follow up with the health care provider is completed
Certification	<ul style="list-style-type: none"> - Staff signature - Staff printed name - Organization name - Phone Number - Email - Date certification completed

The registration form will be completed on an annual basis and/or any time there are significant changes to the recipient’s health and/or service needs. The registration form gathers all needed data if the recipient also receives a congregate meal and/or home-delivered meal. The recipient DOES NOT need to also complete a “Registration for Congregate Meals” or “Nutrition Referral/Assessment for Home-Delivered Meals” form.

BILLING AND ADMINISTRATION

The “Grab and Go” meals do not currently have an independent service and funding category. The meals would be funded through Title IIIC-1 or Title IIIC-2 based on the context of meal provision and consumption. The completed “Grab and Go” registration form gathers all data needed for reporting purposes, regardless of if the meal will be considered Title IIIC-1 or Title IIIC-2 funded.

The decision as to which funding source to use is based on whether there was a socialization activity connected to the meal or not. If the recipient is solely picking up the meal and will not be engaging in any type of socialization onsite or at home during the meal, the meal would be considered Home-Delivered Meals and would be funded through Title IIIC-2.

For a meal to count as a Congregate Meal and funded under Title IIIC-1, the recipient would need to have participated in a socialization or program activity. Socialization could include informal socialization at the nutrition site (gathering with friends, playing a game, discussion with staff/volunteers), as well as more formalized socialization (organized groups). Education, recreation, and health promotion activities would also meet the socialization requirement to categorize the meal as Congregate. Providing written educational materials or activity handouts to recipients and exchanging pleasantries while the individual picks up the meal would not be considered a meaningful socialization activity and would not be counted as a Congregate Meal. In those instances, the “Grab and Go” meal would be considered a Home-Delivered Meal and funded under Title IIIC-2.

