

Guide to counting foods and drinks

Healthy choices

To ensure accurate FoodChecker assessments, use this document to identify all the different items in your food and drink environments.

Each time food appears in a unique location in your outlet, each different variety, flavour, type or size of item is counted once. It doesn't matter how many times it appears on a shelf.

Examples

How to count



Ready to eat items

Examples include pre-made sandwiches, hot items, items in pie warmers or bain maries.

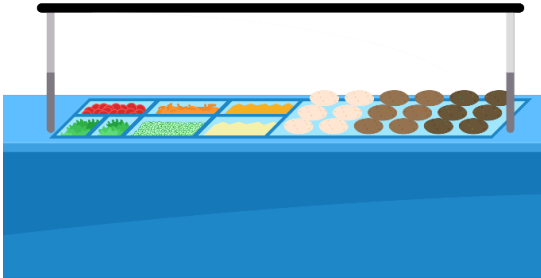
For items on display, count each variety and add to FoodChecker once regardless of how many times it is displayed.

For example:

- This bain marie has two trays of vegetarian fried rice and two trays of meat fried rice. Each variety should be added to FoodChecker once, and therefore would be entered as one vegetarian fried rice and one meat fried rice.
- If there are four identical salad sandwiches these count as one item. If one sandwich has tomato and the others don't, this counts as an additional variety and should be added to FoodChecker as a different variety.

Examples

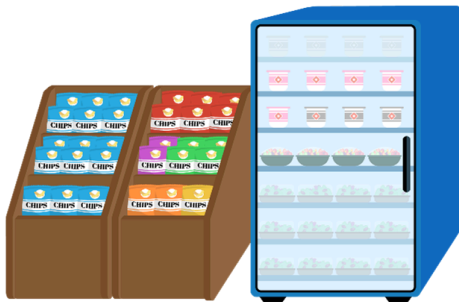
How to count

**Sandwich and salad bar**

Each variety of sandwich or salad ingredient should be counted and added to FoodChecker once, regardless of how many times it is displayed.

For example:

- Two containers of lettuce should be counted once.
- Reduced fat cheese and regular fat cheese are counted as two items and each should be added to FoodChecker.

**Snack items on display**

Each different flavour, variety, or size of snack per stand or space is counted and added to FoodChecker once.

For example:

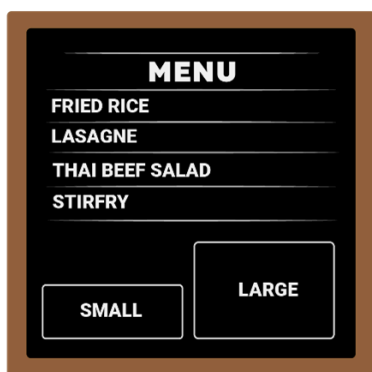
- This chip display has six flavours available; each flavour should be added to FoodChecker once.
- There are two flavours of yoghurt in the fridge, these should be added to FoodChecker once each.

**Bowls and jars**

If there are many types of items in a bowl or jar, count each variety or flavour as one item and add to FoodChecker once.

For example:

- In the fruit bowl there are pears, red apples and bananas, each of these different types of fruit would be added to FoodChecker once (three items entered).

**Items on a menu**

Items listed on a menu or ordering form that have not already been counted elsewhere in your retail outlet should be added to FoodChecker once. Items need to be added once for every size available.

For example:

- The menu board shows stir-fry available in 2 sizes, so it would be added to FoodChecker twice (one small stir-fry, and one large stir-fry)

Examples

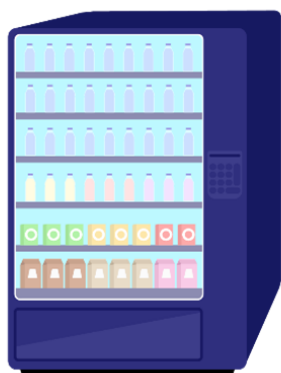
How to count

**Cold drinks made on site**

Juices, smoothies and milkshakes made on site are counted according to each flavour and size offered.

For example:

- These orange and watermelon juices should be added to FoodChecker as 4 items (large orange juice, small orange juice, large watermelon juice and small watermelon juice).

**Fridges and vending machines**

Drinks in fridges and food and drinks in vending machines are counted according to the number of front facing positions they occupy.

For example:

- In this vending machine there are 27 positions of still water, therefore 27 bottles of water should be added to FoodChecker
- There are three positions of apple juice, three items should be added to FoodChecker
- There are three positions of orange juice, three items should be added to FoodChecker
- TIP: You do not have to count the items behind, just the front facings.

Drinks made on site

Count all similar drinks as one item for each size on the menu.

HOT DRINKS MENU		
- MILK-BASED COFFEES	Small	Large
- BLACK COFFEES	Small	Large
- FLAVOURED HOT DRINKS	Small	Large
HOT CHOCOLATE	Small	Large
MOCHA	Small	Large
CHAI LATTE	Small	Large
- VARIETIES OF TEA	Small	Large
GREEN TEA	Small	Large
ENGLISH BREAKFAST	Small	Large
PEPPERMINT TEA	Small	Large

In this example:

- Two milk-based coffees should be added to FoodChecker (one small, one medium).
- Two black coffees should be added to FoodChecker (one small, one medium).
- Six flavoured drinks should be added to FoodChecker (two hot chocolates, two mochas and two chai lattes – one small and one medium of each)
- Six teas should be added to FoodChecker (two green tea, two English breakfast and two peppermint tea – one small and one medium of each).

TIP: Milk-based drinks are assessed based on the default type of milk used. If regular fat milk is used as the default, and skim milk is only on customer request, drinks are assessed as regular fat.

Note: this approach does not apply for the Policy directive, for more information on what is in scope refer to: [Drinks in fridges and food and drinks in vending machines are counted according to the number of front facing positions they occupy.](#)

Frequently asked questions

How do I assess drinks or drinks fridges that are out of sight (e.g. below the counter), or where the door is covered by a poster/decal so the drinks aren't visible?

Spare drinks which are not visible to customers, stored for the purpose of having a consistent cold drink supply for those that are displayed in drinks fridges do not need to be counted. However, every drink flavour, variety and size need to be counted in FoodChecker to reflect the choice that a customer has, so every drink should be added to FoodChecker at least once.

How do I count for optional condiments e.g. sauce with sushi or pies, or sugar in coffee?

Items are counted as sold. If a customer has to request sugar or syrups in their coffee, or if there is a condiments station with tomato or soy sauce to add to hot items, these additions are not factored into the classification, however should be added to your overall menu assessment. If a roast beef dish automatically comes with gravy, for example, then it would be counted in the classification.

Do items intended as gifts need to be counted?

Food-based gifts are not included in a menu assessment for Healthy Choices. These are occasionally found in hospital retail outlets but are not sold for immediate consumption by an individual.

This includes:

- boxes of chocolates designed to share
- gift jars of lollies or coated nuts
- edible chocolate/fruit arrangements.

Retail food outlets should be discouraged from placing RED gift items in prominent positions in retail outlets.



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