End User's Manual for

D I E T S

Dietary Information and Engagement Technology System
v.2.0

Updated November 25, 2025

Table of Contents

1. Introduction

This document serves as a comprehensive guide to help you navigate and utilize the features of the web application effectively.

2. System requirement

- Stable connection to the BGHMC network.
- A modern web browser.
  - Desktop
    - Chrome v.117
    - Edge v.117
    - Firefox v.119
    - Opera v.103
    - Safari v.17.4
  - Mobile
    - Chrome Android v.117
    - Firefox for Android v.119
    - Opera Android v.78
    - Safari on iOS v.17.4
    - Samsung Internet v.24.0
    - WebView Android v.117
    - WebView on iOS v.17.4
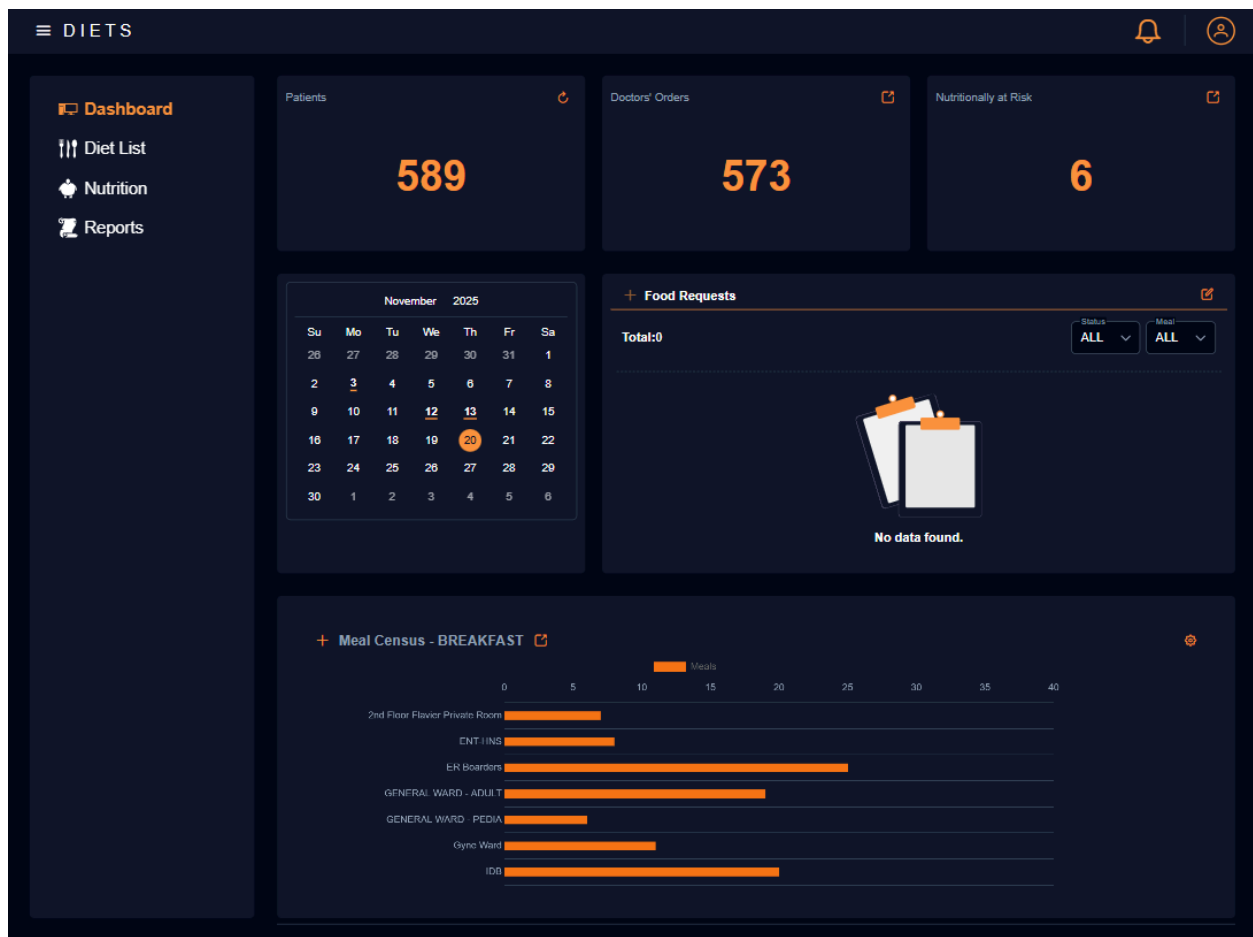- A valid user account.

3. Accessing the Web Application
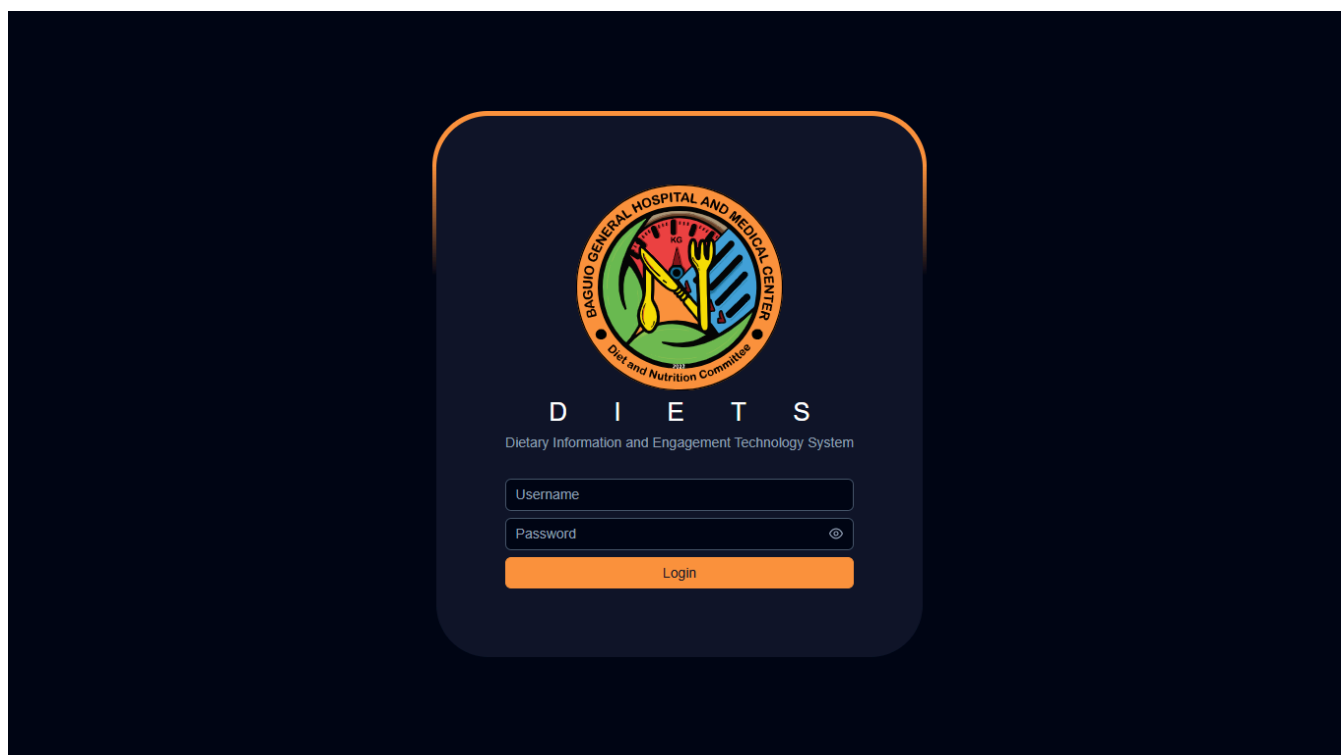
1. Open your preferred web browser.
2. Navigate to the web application's URL: [**192.168.7.43**].
3. Log in using your username and password if required.

4. Navigating the Interface (Dietitians)

1. Dashboard

Upon successful login, you will be directed to the Dashboard page. This page displays data related to patients, doctors' orders, food requests, and meal census.

a. Patients

Displays the total number of admitted patients. Click the refresh button in the top-right corner to update the patient count.

b. Doctors' Orders

Displays the total number of doctors' orders created. Click the external link button in the top-right corner to view more details.

Clicking the external link button opens a panel that displays the number of doctors in each ward along with their status. The list can be filtered by ward name, status, or both using the corresponding filter buttons beside each column header.
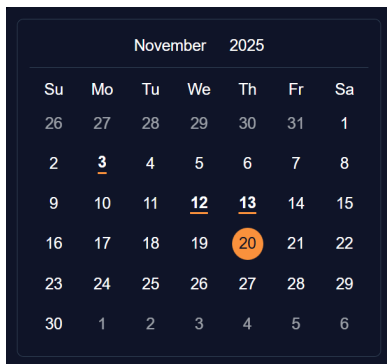

Clicking the expand button located before the ward name displays the patients and the dates when the doctors' orders were created. If no doctors' orders exist, the patient's name is shown in red.

c. **Nutritionally At Risk**

Displays the total number of nutritionally at risk patients. Click the external link button in the top-right corner to view more details.
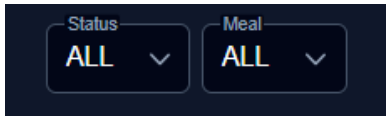
d. **Calendar**

Clicking a date displays the food requests created on that day, along with the meal census for that date. It also indicates which dates have food requests. These dates are shown with an underline.

e. **Food Requests**
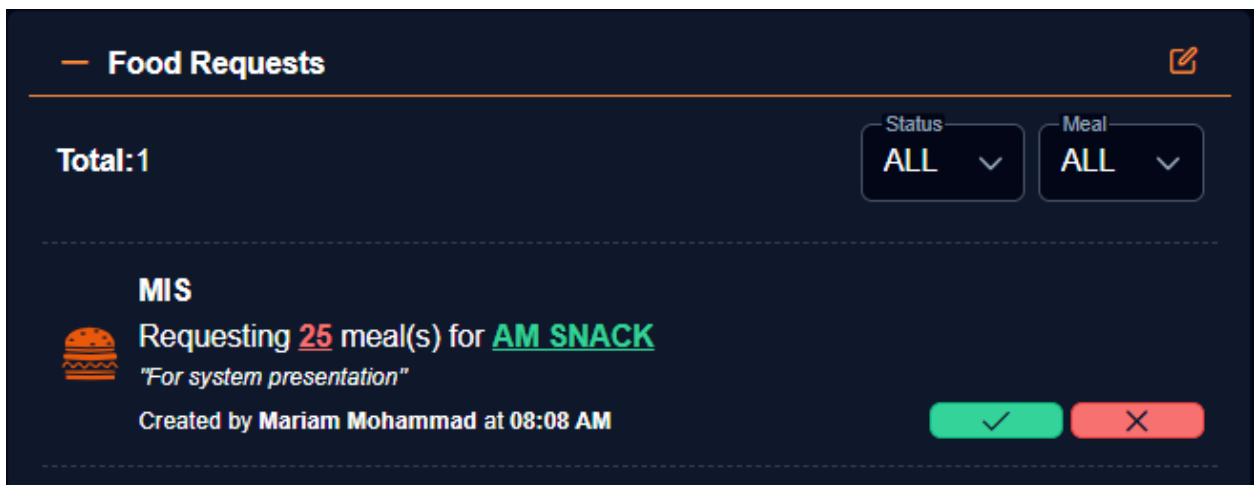
Displays the food requests for the date selected on the calendar. You can expand to show more food requests or collapse to hide them by clicking the button to the left of the 'Food Requests' header.
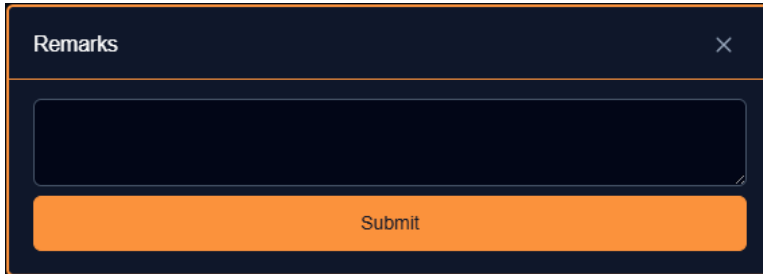
You can filter the list by status and meal time.

You can choose to accept or reject a food request.

Upon accepting or rejecting a food request, a prompt will appear asking for a remark. Providing a remark is optional when accepting a request.
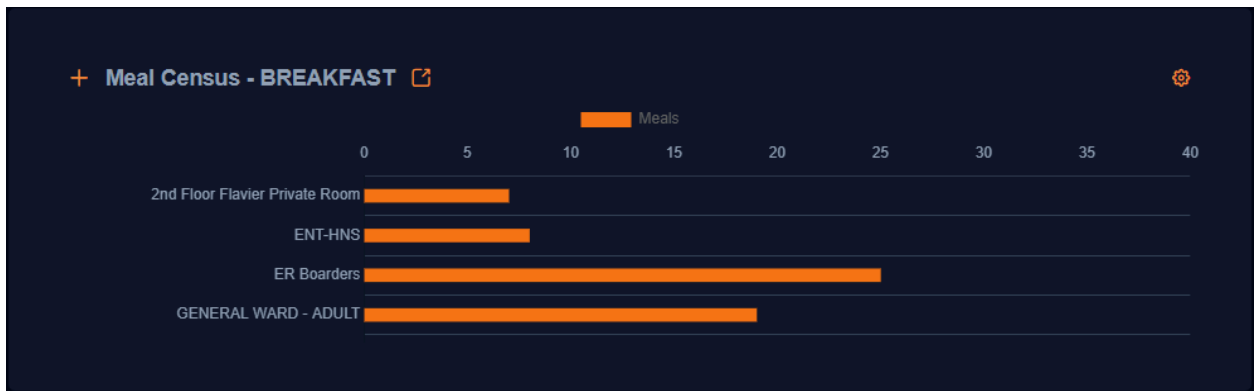

You can create a food request by clicking the Create button in the top-right corner of the Food Requests section and completing the form that appears.

f. Meal Census

Displays a graph of meal counts per ward/diet for the selected meal time based on the date chosen on the calendar. You can expand the list to show more items or collapse it to hide them by clicking the button to the left of the 'Meal Census' header.
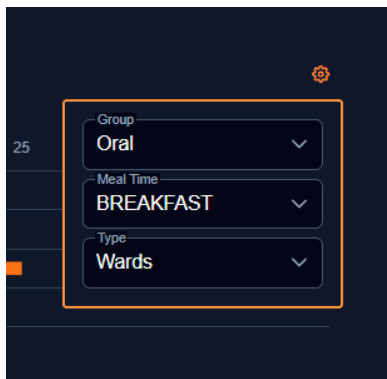
You can select the diet group, meal time, and choose whether to display wards or diets in the meal census.

Clicking the external link button opens a panel displaying the number of patients per ward or diet along with their 'Prepared' and 'Served' status. The list can be filtered by ward or diet name via the filter button beside the 'Wards' or 'Diets' column header.

Wards		Total	Prepared	Served
Nov 21, 2025 - BREAKFAST				✕
⌄ **2nd Floor Flavier Private Room**		7	0 / 7	0 / 0

Precautions	
Breast Feeding + FTW	1
Full Diet	2
Full Diet [Hypo-allergenic + Chicken/Egg]	1
Full Diet [Hypo-allergenic + Milk/Dairy Products, Chicken/Egg, Fish/Seafood]	1
Full Diet [Hypo-allergenic + Nuts]	1
Full Diet [Hypo-allergenic, No Pork + Chicken/Egg,Fish/Seafood,Nuts]	1

⌄ ENT HNS		8	0 / 8	0 / 0

Clicking the expand button located before the ward/diet name displays the precautions and their total.

2. Diet List

The 'Diet List' page displays information about patients' diets and allows dietitians and food servers to update diet statuses.

Before updating a patient's diet status in the Diet List, make sure to check the last updated date.

Allows you to select whether to display patients with Oral, Enteral, or SNS diets.

Indicates the current meal time according to the latest update. For enteral diets, use the arrows to choose the nth feeding.

The Diet List page shows patients' diets according to the selected ward. To select a ward, click the ward dropdown and choose an option from the list.

Indicates the number of prepared meals.

You can filter the list using the global filter above the 'Name of Patients' column or by clicking the filter button to the right of each column header. You can also sort the list using the sort button next to each column header and clear filters in the same way.

Tick the checkbox next to a patient's name to update their meal status. To update all meal statuses, tick the checkbox to the left of the 'Name of Patients' header.

Selecting a row in the list will reveal a popup button. Clicking the button displays the patient's diet information.

a. **Patient Diet Information**

Shows the patient's general information as well as information pertaining to their diet.

i. Patient Details

Shows the patient's admission details.

ii. Patient Nutrition Overview

Shows the patient's nutrition overview. Click the external link button in the top-right corner to view more details.

Clicking the external link button opens a panel displaying the patient's nutrition screening and assessment, with the nutrition screening shown by default.

You can create a new nutrition screening by clicking the 'New Nutrition Screening' button and completing the form that appears.
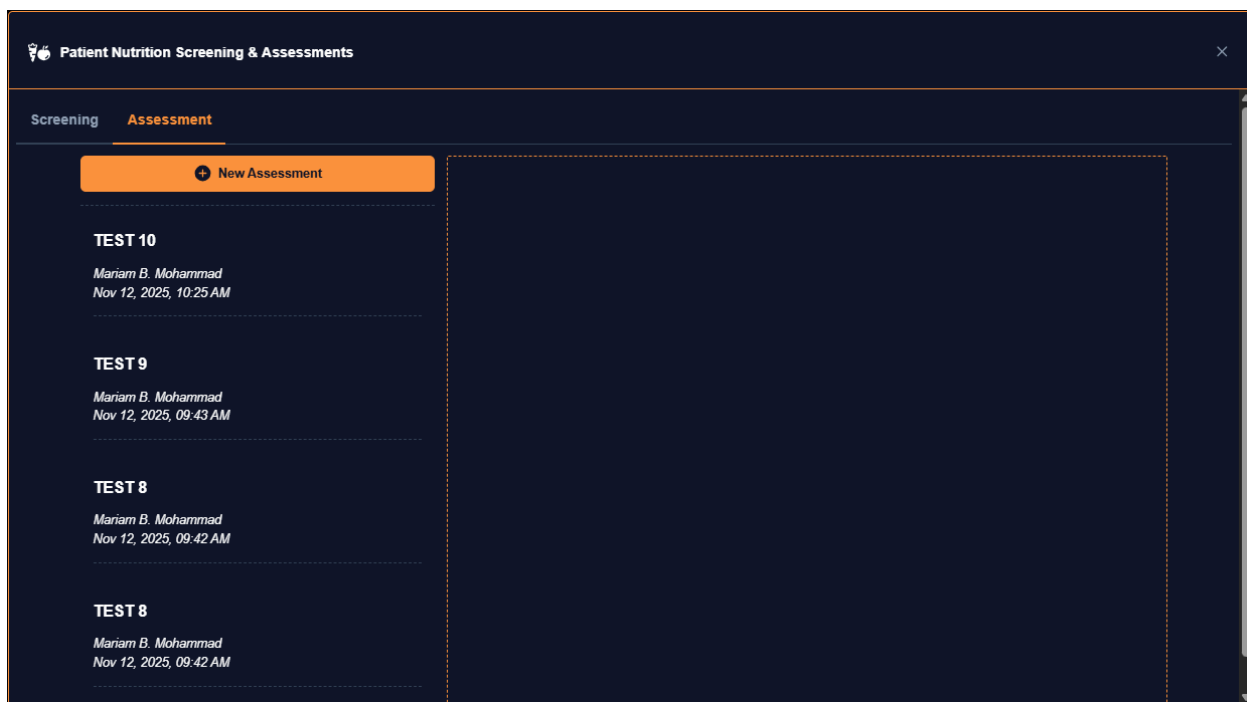
You can view the patient's nutrition assessment by clicking the 'Assessment' tab. This displays a list of assessments related to the patient. Click an assessment to view more details.

You can create a new nutrition screening by clicking the 'New Assessment' button and completing the form that appears.

iii. Diet Details

Displays the most recent active doctor's order for the patient's diet. You may update food allergies and precautions using the respective 'Edit' buttons.

iv. Diet History

Shows the patient's diet history. Use the refresh button in the top-right corner to update the table and the 'Diet Details' section.

🍴 Diet Details ✕

Active

Oral - Full Diet ❓

Ordered on **Nov 18, 2025, 10:36 AM** *by* -

Requirements

Macronutrients		**Calories**	**2000 kcal**
Protein	**75 g**		
Carbohydrates	**275 g**		
Fats	**67 g**		
Fiber	**0 g**		

Restrictions

Food Allergies	*Precautions*
Milk/Dairy Products, Chicken/Egg, Fish/Seafood	**Hypo-allergenic**

Special Nutrition Supplement (SNS)

Type	-
Frequency	-

You can view more details about a specific history entry by clicking on it.

3. Nutrition

Displays a list of patients who are nutritionally at risk.

Enables selection of patients based on their age bracket.

The list can be filtered by choosing a ward, typing the patient's name, or selecting the checkbox associated with the relevant question number.

Selecting a row in the list will reveal a popup button. Clicking the button displays the patient's diet information. *Please refer to **Patient Diet Information***.

4. Reports
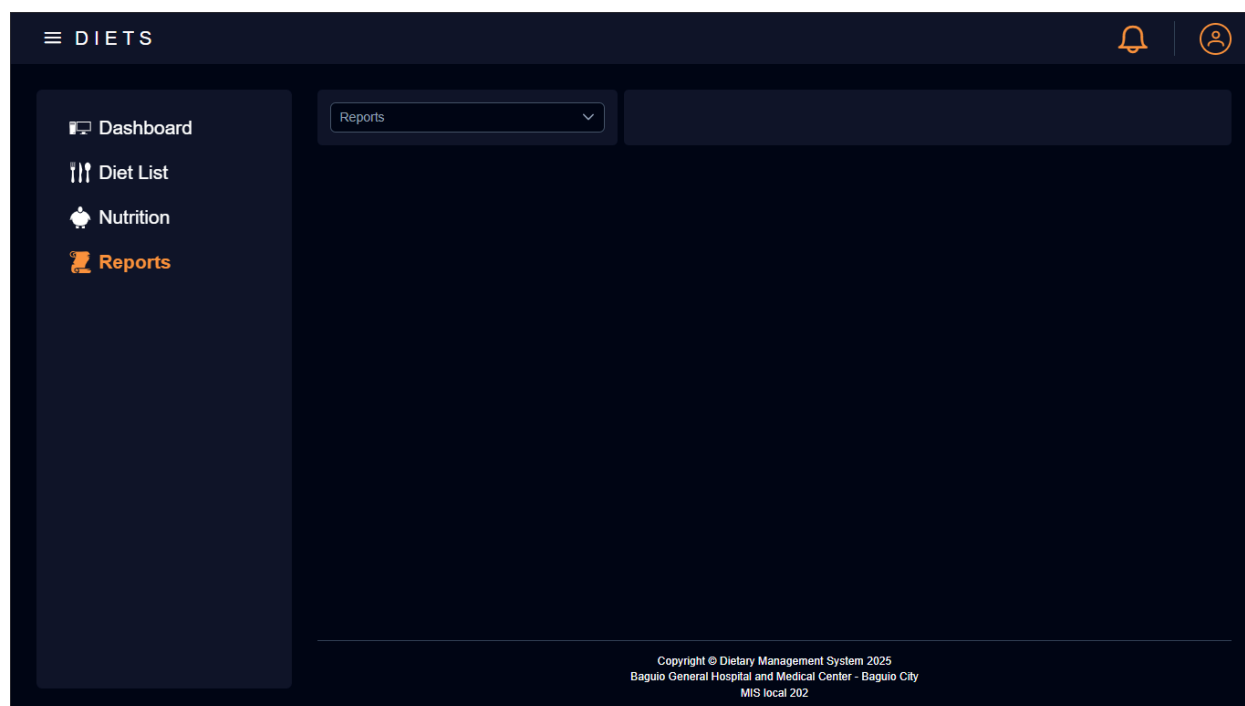
Displays a list of available reports.

By selecting a report and completing the form, a new window will open displaying the chosen report. To print reports, click the 'Print' button located at the bottom-right corner of the new window.

a. **Meal Census**

Displays the census of patients' diets.

Clicking the 'Settings' button, located at the bottom-right corner above the 'Print' button, opens a panel displaying your meal census settings.

In the Miscellaneous section, you may enable or disable the display of room types in the meal census.

Enabling the 'Allergies & Precautions' section displays included allergies alongside the diets. You can choose which diets to display by enabling or disabling them.

You can group wards in the meal census under the 'Wards' section. To do this, select the wards you want to group, enter a group name, and click the 'Create' button.

b. Diet List

/dietary/printables/diet-list?date=2025-11-24&group=Oral&mealtime=BREAKFAST&ward=2nd+Floor+Flavier+Private+Room

Republic of the Philippines
Department of Health
BAGUIO GENERAL HOSPITAL AND MEDICAL CENTER
Baguio City

NUTRITION AND DIETETICS DEPARTMENT **DIET LIST**				Form no.	MS-NDO-001
				Revision No.	2
				Effectivity Date	SEPTEMBER

| 2025-11-24 | | 2nd Floor Flavier Private Room | | | | BREAKFAST |

Room	Bed	Name of Patients	Age	Height	Weight	Diet Required	Remarks
F205 PHIC	Bed 1	LIDAB, HAROLD ANTIYAG	12 y/o	12.00	12.00	Full Diet	• Allergies: Milk/Dairy Products, Chicken/E Fish/Seafood • Hypo-allergenic • test
F204 PHIC	Bed 1	LIZARDO, ZAIREEL FHAYE FERRER	9 y/o	142.00	37.10	Full Diet	• Allergies: Nuts • Hypo-allergenic
F206 PHIC	Bed 1	PINTOY, ANAIAH LACSON	6 m/o	5.00	5.00	Full Diet	
F201 (Room-in) Payward	Bed 1	SANTILLAN, CLYVOR RACO SALLATIC	0 d/o	51.00	3.33	Breast Feeding + FTW	• TEST
F212 PHIC	Bed 1	SANTILLAN, RACLYN SALLATIC	35 y/o	150.00	60.00	Full Diet	• Allergies: Chicken/Egg d,Nut • Hypo-allergenic, No P
F204 PHIC	Bed 1	SAY, KIAAN ZEV DEPAYSO	6 m/o	42.00	2.20	Full Diet	• Allergies: Chicken/Egg • Hypo-allergenic

Displays a list of patients and their requested diets.

c. Diet Tags

192.168.6.178:3002/dietary/printables/diet-tags?group=Oral&option=All&wards=042

BGHMC NUTRITION AND DIETETICS DEPARTMENT FOOD SAFETY ASSURANCE TAG	BGHMC NUTRITION AND DIETETICS DEPARTMENT FOOD SAFETY ASSURANCE TAG	BGHMC NUTRITION AND DIETETICS DEPARTMENT FOOD SAFETY ASSURANCE TAG
BREAKFAST	Nov 24, 2025	BREAKFAST	Nov 24, 2025	BREAKFAST	Nov 24, 2025
2nd Floor Flavier Private Room	2nd Floor Flavier Private Room	2nd Floor Flavier Private Room
LIDAB, HAROLD ANTIYAG ▷ Diet : Full Diet ▷ Food Allergies : Milk/Dairy Products, Chicken/Egg, Fish/Seafood ▷ Precautions : Hypo-allergenic Calories Protein Fats Carbs Menu : Please consume this meal before 10:00 AM	**LIZARDO, ZAIREEL FHAYE FERRER** ▷ Diet : Full Diet ▷ Food Allergies : Nuts ▷ Precautions : Hypo-allergenic Calories Protein Fats Carbs Menu : Please consume this meal before 10:00 AM	**PINTOY, ANAIAH LACSON** ▷ Diet : Full Diet ▷ Food Allergies : ▷ Precautions : Calories Protein Fats Carbs Menu : Please consume this meal before 10:00 AM
BGHMC NUTRITION AND DIETETICS DEPARTMENT FOOD SAFETY ASSURANCE TAG	BGHMC NUTRITION AND DIETETICS DEPARTMENT FOOD SAFETY ASSURANCE TAG	BGHMC NUTRITION AND DIETETICS DEPARTMENT FOOD SAFETY ASSURANCE TAG
BREAKFAST	Nov 24, 2025	BREAKFAST	Nov 24, 2025	BREAKFAST	Nov 24, 2025
2nd Floor Flavier Private Room	2nd Floor Flavier Private Room	2nd Floor Flavier Private Room
SANTILLAN, CLYVOR RACO SALLATIC ▷ Diet : Breast Feeding + FTW ▷ Food Allergies : No Known Allergy ▷ Precautions : Calories Protein Fats Carbs Menu : Please consume this meal before 10:00 AM	**SANTILLAN, RACLYN SALLATIC** ▷ Diet : Full Diet ▷ Food Allergies : Chicken/Egg,Fish/Seafood,Nuts ▷ Precautions : Hypo-allergenic, No Pork Calories Protein Fats Carbs Menu : Please consume this meal before 10:00 AM	**SAY, KIAAN ZEV DEPAYSO** ▷ Diet : Full Diet ▷ Food Allergies : Chicken/Egg ▷ Precautions : Hypo-allergenic Calories Protein Fats Carbs Menu : Please consume this meal before 10:00 AM

Displays tags for each patient's requested diet.

5. Notifications

 Notifications can be viewed by clicking the bell icon located at the top-right corner of the page.

 A red dot appearing at the top-right of the bell icon indicates that there are notifications that need your attention.

 A slash appearing in front of the bell icon indicates that 'Notifications' is not functioning properly and will not update you on incoming doctors' orders ('priority' and 'late updates'). However, you can still check notifications manually by clicking on the 'Notifications' header.

Displays a list of doctors' orders that are of immediate concern or need to be addressed within a specified time frame. Click on the 'Notifications' header to view notifications for the day.

You can view all notifications from the past 30 days by clicking on the 'See all' button to the right of the 'Notifications' header.

The notifications list for the day can be filtered by 'Status', 'Priority', and 'Wards'.

An additional 'Date' filter can be used when viewing notifications from the past 30 days.

ABAN, HAYDON APPASAN
OPHTHALMOLOGY

Diet changed from Blenderized to Blenderized + Standard Polymeric Formula + Therap Milk (F-75 / F-100)

03:03 PM

Acknowledge

There are two types of notifications. The first pertains to immediate changes—these notify the concerned personnel that a doctor's order for a patient's diet has been updated.

LIDAB, HAROLD ANTIYAG
2nd Floor Flavier Private Room

Diet requested from Full Diet to Full Diet + Standard Polymeric Formula + Therap Milk (F-75 / F-100)

03:01 PM

Accept

The other type pertains to changes made outside the cut-off time. These are doctor's orders issued after the cut-off, and it is up to the concerned personnel to decide whether to accept these changes. After accepting these changes, refresh the page to view the updated information.

5. Navigating the Interface (Food Servers)

1. **Diet List**

The 'Diet List' page displays information about patients' diets and allows dietitians and food servers to update diet statuses.

Updated: *Nov 21, 2025, 04:30 AM*

Before updating a patient's diet status in the Diet List, make sure to check the last updated date.

Allows you to select whether to display patients with Oral, Enteral, or SNS diets.

Indicates the current meal time according to the latest update. For enteral diets, use the arrows to choose the nth feeding.

The Diet List page shows patients' diets according to the selected ward. To select a ward, click the ward dropdown and choose an option from the list.

Indicates the number of prepared meals.

You can filter the list using the global filter above the 'Name of Patients' column or by clicking the filter button to the right of each column header. You can also sort the list using the sort button next to each column header and clear filters in the same way.

Tick the checkbox next to a patient's room to update their meal status.

»

After updating the meal statuses, the next step is verification. To do this, click the 'double arrow' icon located to the right of the meal time.

a. Verification

After clicking the 'Verification' button, a panel will appear that must be completed before you can proceed with the verification.

For the 'Nurse on Duty' field, enter the nurse's ID number and click the 'Search' button to the right of the input field.
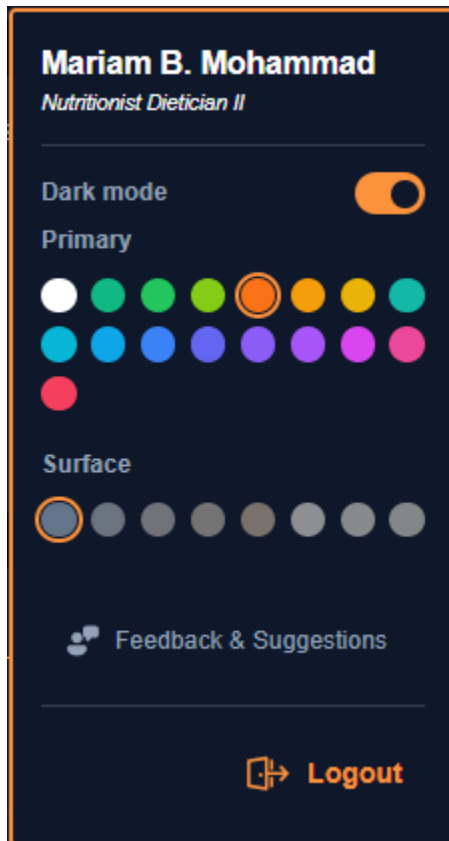
Nurse on Duty

Mariam B. Mohammad   ✕

✕

If the search is successful and the employee exists in the database, a signature field will appear. Have the nurse on duty sign, then proceed with the verification.

6. User

User details can be viewed by clicking the user icon located at the top-right corner of the page.

Aside from user details, you can also set your preferences—dark or light mode, as well as background colors. You may also share your thoughts about the system with the developers by clicking on the 'Feedback and Suggestions' button. This is also where you can log out.