

Nutrition SOP - V2

<https://app.coachcatalyst.com/clients>

- Username: Info@PittsburghFIT.com
- Password: PghFit777!

Files to Include (1x per week)

- [Lead Magnets \(Nutrition\)](#)

Resources

- [TBB High Ticket](#)
- [TBB 52 Weeks of Nutrition Content](#)
- [TBB Nutrition Program](#)
- [TBB 30-Day Nutrition Challenge](#)
- [TBB Mindset Coaching](#)
- [TBB Online Nutrition Challenge](#)
- [TBB 4-Week Nutrition Habits Challenge](#)
- [TBB Content Bank \(Paraphrase and give credit\)](#)

Canva

- [Fresh Start Challenge](#)
- [Shake Recipes](#)
- [Nutrition Program Aggregate](#)
- [Lead Magnets](#)
- [Copy of CrossFit Rush New Years New Goals New Plans New Actions](#)

Nutrition Program Administration

What is Nutrition at Pittsburgh FIT?

We're real people. We should eat real food. Our program is a habit (not diet) based approach to stack small sustainable changes over time that snowball. It's not a detox or quick fix or overly restrictive. We built it for active busy people like us.

[Individual Coaching Playbook](#)

[Sample Action Steps 1](#)

[Sample Action Steps 2](#)

[No-Snack Intro Form \(PF\)](#)

[No-Snack Intro Scripts and Objection Overcomes](#)

[Nutrition Handbook Handout \(HSN\) \(OLD\)](#)

[Nutrition Handbook Handout \(HSN\) \(NEW\)](#)

[FIRST APPOINTMENT Form PRIMARY](#)

[FIRST APPOINTMENT Form SECONDARY](#)

[FOLLOW UP Form](#)

[FOLLOW UP Checklist](#)

[Nutrition Revenue Tracker](#)

****Group Membership Fee is Comp'd at 10 Active Nutrition Clients and Lifestyle Design is Reduced to \$150/month***

****At 20 Clients, Lifestyle Design is Reduced to \$100/month***

Nutrition Program Administration

Coaching Responsibilities → Help Clients Set Achievable Goals and Reach Them

1. Establish Primary goal and action steps and move towards that goal
2. Fill out Nutrition Consultation Intro Form and Consult Follow Up Form
3. Collect Photos, Body Comp Scan, and take Measurements to track progress
4. Meet with clients as designated with their membership plan

Daily Responsibilities

1. Answer Email/Text/App Messages *(via UpLaunch, Pittsburgh FIT Gmail, and HSN APP)*
2. Manage clients via My Fitness Pal
3. Execute Nutrition Program Administration SOPs
4. Maintain Availability/Hours via Google Calendar and UpLaunch

Weekly Responsibilities

1. Send video Message to all active nutrition clients through HSN App
2. Weekly Meal Prep Prompt, Nutrition Tip, and Bright Spot in HSN App Group
3. One Social Media Post to Pittsburgh FIT's Facebook and Instagram Page
 - a. Vlog / Picture / Recipe on Story/Reel/Feed
4. Maintain [Nutrition Revenue Tracking Sheet](#)
5. Maintain [Client Narrative \(EXAMPLE\)](#)

Monthly Responsibilities

1. Execute Nutrition Program Successfully
 - a. Clients set goals and make consistent progress towards them
 - b. Client Length of Engagement Exceeds 6 Months
2. Submit 1 Content Piece for Member Highlights and Program Promotion
 - a. Before/After Pictures
 - b. Measurements
 - c. Body Composition Changes (InBody)
 - d. Habit Changes
3. Create One Piece of Nutrition Content
 - a. Blog (250+ Words) / Video (2:00+) / Handout
4. Full Staff Zoom Meeting (TBD)
5. Social Media Content Creation

Annual Responsibilities

1. 2-4 In-Person or Virtual Nutrition Seminar (45-75 minutes)
2. Execute on Client Acquisition Plan
3. Quarterly Review and Goal Setting Sessions
4. Average >6 month LEG in Nutrition Program
5. Complete continuing education program(s)

Above and Beyond

1. Obtain Client Referrals
2. Perform Lead Outreach
3. Complete Continuing Education
4. Take Free Nutrition Intro's
 - a. Track the Calls/Outreach // Schedule Appts // Show % // Closed %

Nutrition Program Administration

Nutrition Coaching Evaluation

Coach Name: _____

Today's Date: _____

Eval By: _____

Initial Consultation

(+ / -) Initial Consult Form completed

Notes

(+ / -) Action Steps Assigned are Appropriate

(+ / -) InBody Taken

(+ / -) Measurements Taken

(+ / -) Before Photo Taken

(+ / -) HSN App Set Up

Follow-Up Consultation

(+ / -) Consult Follow-Up Form

Notes

(+ / -) Review, Highlight and Record Bright Spots

*Share Photo of Client and 2 Bright Spots w/ CSM

(+ / -) Review Previous Action Steps

(+ / -) Give Constructive Feedback that Stimulates Client Action

(+ / -) InBody Taken

(+ / -) Measurements Taken

(+ / -) Photo Taken

Between Appointments

(+ / -) Client is Contacted at least 1x per week reviewing action steps

(+ / -) Confirm Follow Up Appointment

Nutrition Program Administration

Daily Responsibilities

- (+ / -) Answer Email/Text/App Messages
- (+ / -) Manage clients via HSN App and My Fitness Pal
- (+ / -) Execute Nutrition Program Administration SOP for Gold and Silver
- (+ / -) Maintain Availability/Hours via Google Calendar and UpLaunch

Weekly Responsibilities

- (+ / -) 1 Social Media Post to Pittsburgh FIT Instagram/FB
- (+ / -) Maintain Nx Revenue Tracking Sheet
- (+ / -) Maintain Client Narrative

Monthly Responsibilities

- (+ / -) Execute Nutrition Program Successfully
- (+ / -) Submit 1 Member Highlight Content Piece
- (+ / -) Create 1 Piece of Nutrition Content (Blog/Vlog/etc)
- (+ / -) Full Staff Meeting (First Tuesday)

Annual Responsibilities

- (+ / -) 1 In-Person Nutrition Seminar
- (+ / -) Execute on Client Acquisition Plan
- (+ / -) Quarterly Review of Goals and Plan

Above and Beyond

- (+ / -) Obtain Client Referrals
- (+ / -) Attend HSN Webinars
- (+ / -) Perform Lead Outreach
- (+ / -) Complete Continuing Education
- (+ / -) Take Free Nutrition Intro's
- (+ / -) Multiple Social Media Posts focused on Nutrition

Coach Name: _____

Eval By: _____

Eval Date: _____

Client Eval: _____

Nutrition Program Administration

Overview- Initial Consultation

<u>Before:</u>	→ Create an account for your client on the HSN dashboard → Add a program to their app: (1) Individual Coaching (first 12 weeks) → 24 hours prior-Send template email located HERE	Resources: • Review Initial Consultation example HERE • Master Client Tracking Sheet: Master Client Tracker • Master Pass-Off Notes: Master Pass Off Notes ○ Make a copy for each client- create a shared drive with all nutrition clients → create a folder for each nutrition coach ○ Upload and pin to top of each client's notes section with the HSN app
<u>During:</u>	Step 1: Assessment Step 2: Biometrics Step 3: Holistic Approach: Looking beyond nutrition Step 4: Goal Setting Step 5: Nutrition Education 101 Step 6: Plan Creation Step 7: App Explanation Step 8: Final Steps	
<u>After:</u>	→ Schedule messages within the app each week on their check-in day → Add habits for each week until client comes back for follow-up → Add biometrics → Add notes- upload to google doc to the app	

Nutrition Program Administration

Before the Meeting

Main Objective: Get set up for success		
Coach Set-up: (15-20 Minutes)	→ Create profile for your client in the a HSN app → Send 24 hr. email reminder using template → <u> </u> → Prepare client folder → Create Master Pass-off Notes document and link to HSN notes section within the HSN app	Helpful Tips: • To create the profile in the app, you will need: First and last name + client email • Save this email template in your "email templates" for later use to save time • Client Folder: Nutrition Handbook, Meal Plan (if applicable), Initial Consultation Form (you keep), Biometric tracker sheet (you keep), Inbody/biometric sheets (you keep)
RESOURCES:	• Adding client in the HSN app • Gmail Email templates video • BEFORE Email Template • Adding notes in the HSN app • Folder contents linked ○ Initial Consult Form ○ Individualized Handbook ○ Biometric Tracker ○ Meal Plan Creator	

Nutrition Program Administration

During the Meeting

Establishing a Baseline		
Main Objectives: Understanding the clients goals and WHY Establishing Rapport Understanding the past Identifying the lowest hanging fruit		
Step 1: Assessment Determine the Baseline (10 Minutes)	The goal of going through this exercise is to identify the lowest hanging fruit → Use the Initial Consultation Form → Let your client do most of the talking → Ask open-ended questions → Nod, smile, show empathy → Hold back from giving education at this point → Think about this as you are triaging a squat, while you might want to give every cue, you should only give one at a time - we need to do a full assessment before deciding what cue would be addressed.	Helpful Tips: • Finding their WHY: This will help to better understand your client, build rapport, and help them to stay motivated throughout the entire journey as we know this is a marathon, not a sprint. Asking "why?" and then offering a summary will help you and your client to get on the same page. • Transformational Identity: Getting your client to visualize their future successful self will help them get motivated and buy in the process sooner. This may sound like, "So imagine yourself in 12 months where you accomplished exactly what you wanted to in regards to your nutrition journey. I want to know, and close your eyes if you would like, what are you doing? How are you feeling? And what are you wearing?" • Understanding the past: Take the time to understand what has and what has not worked well in the past. This will help you to identify a great plan aimed at best serving your client without recreating the wheel.

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RESOURCES	• How to integrate Motivational Interviewing with nutrition coaching • Initial Consultation Form	
Step 2: Biometrics Test Biometrics and review (10 minutes)	→ Utilize HSN Biometric Tracker Sheet in the individual handbook → What to test? ◆ Weight ◆ Body fat ◆ Muscle mass ◆ Measurements Use: OmRon or InBody for Testing → Take the following measurements ◆ Shoulders ◆ Chest ◆ Waist ◆ Hips ◆ Right Arm ◆ Right Leg ◆ Right Calf	Helpful Tips: How to take measurements: • Shoulders: about ½ inch down around their shoulders • Chest: around the client's nipple line • Waist: around the belly button • Hips: around the biggest point of their hips • Arm: midpoint between shoulder and elbow • Leg: 6 inches up from the knee cap (if you have an extremely short person, do 5 in. and make note on tracker sheet) • Calf: biggest point around their calf **Remember, inches will change faster than weight.
RESOURCES:	• Steps for Measurement • Biometric Tracker	

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Holistic Approach

Main Objectives: Understand areas outside of nutrition that may affect progress Identifying if their support system is positive or negative		
Step 3: Looking Beyond Nutrition (5 Minutes)	→ Identify the key player in cooking and shopping → Identify 5 people in the clients inner circle → Understand their average physical activity in a week → Establish their current sleep hygiene → Understand the clients stress and stress management → Establish past medical history that may be considered Medical Nutrition Therapy → Ask about food preferences/intolerances/allergies	Helpful Tips: • Support: We should be asking about our client's support to ensure they are surrounded by individuals who are supportive of the changes our client will be making. This includes knowing if that support system does the cooking and shopping. Knowing this allows you to better create a plan that leads to success. • Medical Nutrition Therapy: MNT is considered outside of your scope of practice and should be referred out to a specialist such as a RD
RESOURCES:	• Inner Circle Resource • HSN Live Workshop Replay (Starting at 11:20) • Support Podcast • MNT Resource • Sleep Resource	

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Plan Creation

Main Objectives: Create SMART Goals (short and long term) Be the guide while allowing your client to stay in the driver seat Create an action step with the linear path to success Ensure your client is confident		
Step 4: Goal Setting (10 minutes)	→ Talk about SMART Goals → Verbalize the importance of creating a SUSTAINABLE plan by focusing on just ONE thing at a time! → Establish long term goals (6-12 months out) → Establish short-term goals (1-3 months out) → Encourage client to share these goals with their support system	Helpful Tips: • Explain that about 70% of the weight loss battle is directly related to nutrition and fueling your body. • Focus on the low hanging fruit you identified during the baseline collection questions. You want to set yourself up for success by setting SMART Goals! Basic Goal Vs. Smart Goal • Basic: Eat the plate method • Smart: For the next 4 weeks I will eat the plate method at dinner 4x each week • Look at the big picture first. What are your health/ fitness/weight/financial/ education/family goals in a specific amount of time: 1, 5, 10 years down the line? • Set performance goals (ie: lifting weights, weight loss) that will motivate you. *Always include NON-SCALE WINS
RESOURCES:	• 3 Characteristics of Highly Successful Nutrition Clients	

Nutrition Program Administration

Step 5: Nutrition Education 101 (5 minutes)	→ Be sure to make the nutrition education individualized. → Focus on the low hanging fruit you have identified. → Keep it simple	Helpful Tips: • Keep it at a 5th grade level of understanding • Provide bite sized education as to not overwhelm your client • Utilize the information as the WHY to the action step created in step 6 (see below) • Dial into the pillar that is the most applicable by utilizing Education Resource
RESOURCES:	• Education resource	
Step 6: Creating the Plan- THE MOST IMPORTANT STEP! (15 minutes)	→ Ask your client what THEY want to work on ◆ May sound like, "Are there any areas or habits you would like to focus on?" ◆ "We have discussed a lot! Based on our conversation, here are 3 areas I think we could focus our attention in the next few weeks. *Explain options*. Which of these 3 would you be the most excited to start working on?"	Example Action Step with How: ACTION Eat the plate method at dinner 1. Explain the plate method 2. Nail down how many nights and which nights will work best for your client 3. Use the Food Options Guide to walk through what foods your client would like to fill their plate with 4. If necessary, nail down 1-2 recipes they can use to fill their plate 5. Discuss a grocery list and next shopping trip if necessary 6. Discuss how your client will be preparing the foods (bulk prep or cooking as they go) 7. Discuss any potential barriers 8. Ask about confidence (if they are not +80% confident- consider tweaking the plan)

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	Examples of Adding: • Portion snacks out instead of taking them away • Drink a glass of water between each cup of coffee or alcoholic beverages Linear Path Specifics to Nail Down: • How many days each week • Which days if applicable • Consider every step it would take YOU to successfully accomplish the task • Don't take ANYTHING for granted	
RESOURCES:	• 3 Characteristics of Highly Successful Nutrition Clients • Keeping it Simple Series • Creating Action Steps That Stick • Sample Action Steps	

Nutrition Program Administration

Wrapping up the Meeting

Main Objectives: Utilizing the app to its fullest potential Keeping it simple Keeping clients engaged throughout the month Higher likeliness of successful clients w/ app use		
Step 7: App Explanation: Keeping it simple (5 Minutes)	→ Identify the 3 most important features in the app to explain → Add in the clients habit OR have a preloaded habit example to walk the client through habit tracking → Ensure the client knows how to message their coach → Ensure client is confident with app and habit prior to scheduling meeting → Ensure: ◆ Notifications are ON at a good time for the client ◆ App is visible on home screen ◆ They have a habit to check in on daily to make the HSN app part of their day	Helpful Tips: • Keep it simple • Suggestions for important features: ○ Show them how to log their habits within the app ○ Show them how to message you within the app ○ Show them how to watch videos within the HSN app ○ Have them send you a message while in the office" • Ask if they can aim for 85% consistency with given habit by the next time they meet with you • Before the client leaves ensure you have verbalized a weekly check in day via the app that works for both of you (we recommend Friday) as well as scheduling the follow up appointment
RESOURCES:	• How to explain the HSN App • Setting notifications video • Adding Habits into the HSN App	

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After the Meeting

Main Objectives: To ensure engagement promise is fulfilled To set coaches and clients up for success		
Coach Follow-up Actions: Setting up for success (10-15 Minutes)	→ Schedule messages within the app each week on their check-in day → Schedule Appointment reminder message in the app 24-48 hours before scheduled appointment → Add habits for each week until client comes back for follow-up → Add biometrics → Add notes- upload to google doc to the app → Send follow up email template	Helpful Tips: • Scheduling out weekly check ins saves time and ensure the client is getting the services they have paid for • Adding biometrics overtime allows your client to celebrate their continued success
RESOURCES:	• Scheduling messages in the HSN app • Sample App Check-In Messages • Adding Habits into the App • Adding biometrics into the App • Google docs note video • Follow-up Email Template • HSN App Quick Reference Guide	

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Follow-up Visit

Main Objectives: Keeping client supported and accountable Tweaking the plan as needed Creating an individualized approach to help them achieve their goals faster Reviewing progress and revising goals		
Before Appointment: (10 minutes)	→ Confirm 24 hours prior to appointment via app and email → Review notes within app- Client progress/check-ins/compliance with habits/action steps → Use follow-up form	Helpful Tips: • Appointment reminders will ensure you do not get stood up by the client • Review client notes and information to have a few bright spots ready if needed • Schedule appointment reminder in the app when you schedule the rest of your check in messages
RESOURCES:	• Follow-up Form • Review mock Follow-up meeting HERE	

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During Appointment: (30 minutes)	→ Welcome client and ask about bright spots over the last month → Talk about past habits and current struggles → Take biometrics/measurements and review → Revisit their goals and WHY → Based on struggle, identify the lowest hanging fruit → Create an action step/habit with a linear path (HOW) for the next few weeks → Ensure client is confident → Schedule Follow-up appointment	Helpful Tips: • Be their bright spot engineer! Highlighting success will help to breed the motivation to continue moving forward • If the client was not finding success/consistency with the last action step- tweak the plan and focus on the same low hanging fruit
RESOURCES:	• How to review metrics (Inbody Scans) • Review Step 6 (see page 8) for action steps	
Before They Leave:	→ Grab client TESTIMONIAL → Good: Client Quote ◆ Ask questions during meeting or send a follow up	Helpful Tips: • Client testimonials should be posted 1x per week • Creating ready to use templates in canva will help you create and stay “on brand”. This helps your audience to

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(10 minutes)	email with google form including questions ◆ Create canva template to “plug” in nutrition client quotes to post on social media → Better: Client Photo ◆ Create “I gained; I lost” board ◆ Take a picture of the client holding their board in an area that is professional/put together (by logo on the wall, in the office, by nutrition board, etc.) ◆ Add photo to canva template → Best: Client Video ◆ Position client in a good location in front of a video camera ◆ Ask the client 3-4 questions and allow them to answer candidly ◆ Edit video to highlight the most important quotes gathered	quickly identify your content ● When writing out the “I gained” and “I lost” for board pictures- be sure to ask your client what they want on their board and remind them it doesn’t always have to be # changes. Encourage nonscale wins such as: ○ New wardrobe ○ More balance ○ New recipes ○ Excitement for veggies ○ Hydration ● Be sure to highlight which program the client is in (challenge, individual nutrition coaching, on going, etc) and consider adding in the duration for the changes (3 months, 6 weeks, 1 year, etc.) ● When posting on to social media, always include a call to action ● Video tip: If your client answered multiple questions that would make great content, consider breaking up the video into each individual question for more pieces of content ○ Keep video segments 60 minutes or less to work best on instagram

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RESOURCES:	• Sample Testimonial Questions • Canva Template • Creating Success Story in Canva How-To • Social Media Calendar • Apply for client to be on HSN podcast
After Appointment: (10 minutes)	→ Schedule messages within the app each week on their check-in day → Add habits for each week until client comes back for follow-up → Add biometrics → Add notes to client's google doc

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Preparation:

- ☐ Review:
 - ☐ Previous action step consistency (are they completing their action steps 90% of the time)
 - ☐ Biometrics
 - ☐ Short/Long term goal (relate back to them)
 - ☐ Messages since last visit

How Long: 20-30 minutes (depending on virtual or in-person appointment)

Flow:

- ☐ Bright spots
- ☐ 1-2 challenges
- ☐ Biometrics/progress
- ☐ What's happening over the next 2-4 weeks
- ☐ Next action steps

Goals:

- ☐ Bright spot engineer
- ☐ Navigate what is happening right now
- ☐ Holistic approach
 - ☐ Lifestyle
 - ☐ Stress
 - ☐ Family/support
 - ☐ Exercise
 - ☐ Sleep
 - ☐ Nutrition
- ☐ Create clear plan for success and tie back into their goals
 - ☐ Transformational identity -- picture what success will feel like when you reach this goal?

Call To Action:

- ☐ Continue check-ins
- ☐ New action steps (if applicable)

Pro Tips:

- Use the tools and resources
 - HSN Mentoring client-- use different resources so clients walk away with something tangible
- Ensure at least 90% confidence before leaving
- Always schedule the next follow-up on the current call or during current meeting

Nutrition Program Administration

Follow Up Checklist

Preparation:

- ☐ Review:
 - ☐ Previous action step consistency (are they completing their action steps 90% of the time)
 - ☐ Biometrics
 - ☐ Short/Long term goal (relate back to them)
 - ☐ Messages since last visit

How Long: 20-30 minutes (depending on virtual or in-person appointment)

Flow:

- ☐ Bright spots
- ☐ 1-2 challenges
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Call To Action:

- ☐ Continue check-ins
- ☐ New action steps (if applicable)

Pro Tips:

- Use the tools and resources
 - HSN Mentoring client-- use different resources so clients walk away with something tangible
- **Ensure at least 90% confidence before leaving**
- Always schedule the next follow-up on the current call or during current meeting

Sample Check-ins

After the initial meeting	Hi (NAME), it was so nice meeting you today and learning about your health and wellness goals. I am excited to support you on your journey to (INSERT SHORT TERM GOAL) and (INSERT LONG TERM GOAL). During our call/visit, you decided that you will work on (INSERT HABIT) and I will be here to help keep you accountable to it! So don't forget to check off your habit every day that you (INSERT HABIT). Feel free to message me should you have any questions at all. I will be checking back in with you on (INSERT CHECK-IN DAY). Talk soon!
Check-in message when completing habits:	Hello (NAME), just checking in to see how (INSERT HABIT) has been going. I noticed that you have checked it off X days in a row. Awesome job!"
Check-in message when not completing habits:	Hello (NAME), just checking in to see how (INSERT HABIT) has been going. I noticed that you haven't been checking it off as being completed. Is there anything that I can do to help support you with completing (INSERT HABIT) or utilizing the app?"
Instructions for changing app notifications:	Hi (NAME)! To change the notification time in the app you will want to click on "more" at the bottom right corner of the app screen. Under my settings select "notifications" and then "daily reminder". You can then choose what time of day your notification will be sent. Please let me know if you have any questions."
Follow-up meeting reminder:	Hi, (NAME)! I am excited to meet with you for our follow-up visit tomorrow at (INSERT TIME). Here is the link to join our call: (INSERT LINK) or as a reminder, the address for our appointment is (INSERT ADDRESS). See you then!"
After follow-up meeting:	Hi (NAME), it was great chatting with you today! Again, awesome job with (INSERT BRIGHT SPOT). Today you decided to work on (INSERT HABIT) to help you reach (INSERT SHORT TERM/LONG TERM GOAL). I added (INSERT HABIT) into the app for you to check off each day it is completed. As always, feel free to message me should you have any questions at all. I will be checking back in with you on (INSERT CHECK-IN DAY). Talk soon!"

Sample Action Steps 1

Nutrition Program Administration

Nutrition: Whole Foods

Support:

- ☐ [Food Options Guide](#)
- ☐ [Eating Your Favorites with the Plate Method](#)
- ☐ [Hand Portion Guide](#)
- ☐ [5 Tips to Add Veggies](#)
- ☐ [Steps to Clean out Your Pantry](#)
- ☐ [Eating Your Favorites with the Plate Method](#)
- ☐ [Hand Portion Guide](#)
- ☐ [MFP Hacks](#)
- ☐ [What's in Season](#)
- ☐ [Supplementation](#)
- ☐ [Vitamins & Minerals](#)

Beginner

Sample Action Step	Sample App Check-in
Make half of your plate veggies at lunch and dinner.	Hello {firstName}. How are you feeling about adding ½ plate of veggies at lunch and dinner?
Follow the Plate Method or Hand Portion Guide for 50% of meals.	Hey {firstName}! I wanted to check in and see how you are doing with the plate method.
Do a pantry clean out.	{firstName}-How did it go with the pantry clean out? Did you run into any roadblocks with it?
Limit consumption of processed foods.	{firstName}-Are you finding it easy or difficult to limit your consumption of processed foods?
Eat X meal (breakfast, lunch or dinner) consistently.	How are things going with your consistency? Are there any aspects you didn't take into account when setting your eating schedule?

Intermediate

Follow the Plate Method or Hand Portion Guide for 100% of meals.	Hey {firstName}! I wanted to check in and see how you are doing with your portion control. Do you think the plate method is helping?
Tracking 50% of foods and beverages consumed.	Hello {firstName}. How are you feeling about tracking 50% of foods and beverages consumed? Have you learned anything new?

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Do a refrigerator cleanout.	{firstName}-How did it go with the refrigerator clean out? Did you find it easy to organize your fridge with whole foods in your line of sight?
Eliminate the consumption of processed foods.	{firstName}-Are you finding it easy or difficult to eliminate your consumption of processed foods?
Choosing high-quality whole foods.	Hey {firstName}! I wanted to check in and see how you are doing with choosing high quality foods- are you using the food option guide?
Increasing variety.	What new foods have you added to your meal planning this week?
Advanced	
Record all foods and beverages consumed.	Hello {firstName}. How are you feeling about tracking 100% of foods and beverages consumed? Have you learned anything new?
Meet macronutrient goals within 5-10%.	Hey {firstName}! I wanted to check in and see how you are doing with trying to meet your macronutrient goal with 5-10%.
Weigh and/or measure all foods and supplements consumed.	{firstName}-Are you finding it easy or difficult to weigh and measure all foods and supplements you consume?
Eat all meals and snacks consistently.	Tell me a little bit about your consistency.

Nutrition Program Administration

Nutrition: Liquids	
Support: ☐ 5 Tips for Drinking More Water ☐ Alcohol and Nutrition ☐ Sugar Shocker	
Beginner	
Decrease consumption of sugar sweetened beverages to X.	Hey {firstName}! How many sugar sweetened beverages have you had this week?
Drink 50-60 ounces of water each day.	{firstName}-Talk to me about your water consumption including: How much you are getting on average per day, if it has helped in any areas, and if you think you can keep it up!
Decrease alcohol consumption to 4 drinks per week.	Hello {firstName}. Did you do well with limiting your alcohol consumption to 4 this week?
Intermediate	
Eliminate the consumption of sugar-sweetened beverages.	Hey {firstName}! How do you feel you are doing with eliminating those sugar- sweetened beverages?
Decrease consumption of fruit juice beverages to X.	Hey {firstName}! How many fruit juice beverages have you had this week?
Drink 60-70 ounces of water each day.	{firstName}-Talk to me about your water consumption including: How much you are getting on average per day and if you think you can keep it up!
Decrease alcohol consumption to 2 drinks per week.	Hello {firstName}. Did you do well with limiting your alcohol consumption to 2 this week?
Advanced	
Eliminate the consumption of sugar-sweetened and fruit juice beverages.	Hey {firstName}! Did you have any sugar sweetened or fruit juice beverages this week?
Drink 80+ ounces of water each day.	Hello {firstName}. Have you been able to consistently get 80oz of water per day? Do you think the increased water has helped you in any way?
Eliminate alcohol consumption.	Hey {firstName}! Did you have any alcoholic beverages this week?

Nutrition Program Administration

Nutrition: Meal Prep/Kitchen

Support:

- ☐ [HSN Family Dinner Planner](#)
- ☐ [Recipe Modification Hacks](#)
- ☐ [Restaurant Hacks Guide](#)
- ☐ [Kitchen Staples](#)
- ☐ [4 Favorite Tools in the Kitchen](#)
- ☐ [3 Tips to Increase Meal Prep Efficiency](#)
- ☐ [Travel Resource](#)

Beginner

Meal prep 1-2 staples and 1-2 sides each per week.	Hi {firstName}! What staples and sides did you prep this week?
Decrease eating out to X times per week.	{firstName} Did you dine out this week? If so, how many times?
Add in freezer staples to the grocery list.	Hey {firstName}! I would love to see your grocery list this week- can you send me a picture?

Intermediate

Meal prep 2-3 staples and 2-3 sides each per week.	Hello {firstName}! Are you finding it easy to meal prep 2-3 staples and sides each week? If not, tell me more about why.
Decrease eating out to X times per week.	Hey {firstName}! How many times, if any, did you dine out this week?
Utilize different cooking methods: slow cooker, air fry, roast or grill.	{firstName} I would love to know what cooking methods you have tried so far and which one is your favorite!!

Advanced

Meal prep 4-5 staples and 4-5 sides each per week.	Hi {firstName}! Did you meet your goal of prepping 4-5 staples and sides this week? If so, what did you prep?
Cooking all meals at home.	Hey {firstName}! Were you successful at avoiding going out to eat this week?
Eliminate eating out.	Hello {firstName}! Did you miss going out to eat this week or are you enjoying having more control over your food choices?

Nutrition Program Administration

Stress Management/Self Care	
Support: ☐ Is Sleep Inhibiting Your Weight Loss? ☐ 3 Steps to Manage Stress	
Beginner	
Sleep 7+ hours per night.	{firstName}! Tell me how things are going with your sleep. How much are you getting per night?
Practice positive affirmations.	Has the opportunity presented itself for you to practice those positive affirmations yet? If so- tell me how it went and if you felt like it was helpful.
Intermediate	
Sleep 8+ hours per night.	Hi {firstName}! Are you successfully getting 8+ hours of restful sleep per night?
Practice parasympathetic activities such as journaling, rhythmic breathing, meditation, yoga, etc.	Do you feel the INSERT ACTIVITY is helping you with your stress management? What have you noticed when you INSERT ACTIVITY
Advanced	
Sleep at least 8-9 hours per night.	Hi {firstName}! Are you successful getting 8-9 hours of restful sleep per night?
Utilize meditation and breathing techniques.	How have your stress levels changed since you started INSERT TECHNIQUE?

Nutrition Program Administration

Mindfulness	
Support: ☐ Triggers Worksheet ☐ 4 Steps to Slow Down When Eating	
Beginner	
Stop eating when you are 75% full.	What successes or challenges are you experiencing with stopping eating when you are 75% full? How many meals per day have you been able to stop eating when you are 75% full.
Slow down and avoid distractions while eating.	Hi {firstName}! Tell me about the changes you made to your eating environment and the rate at which you are consuming your foods.
Ask yourself if you are hungry.	Hello {firstName}! Are you experiencing any realizations with stopping to ask yourself if you are hungry?
Identify triggers that derail your progress.	Hey {firstName}! Have you discovered any triggers that may be derailing your progress?
Intermediate	
Work on limiting the identified triggers that derail your progress.	Hey {firstName}! Talk to me about how you feel you are doing with limiting your consumption of INSERT TRIGGER FOOD.
Advanced	
Recording how you are feeling.	{firstName}! What have you discovered since you have been recording how you are feeling?
Eliminate the identified triggers that derail your progress.	Hi {firstName}! What are you happy with regarding the elimination of INSERT TRIGGER FOOD.

Nutrition Program Administration

Movement	
Support: ☐ The Importance of Healthy Movement ☐ Before & After Your Workout ☐ Importance of Recovery ☐ Fueling for Endurance	
Beginner	
Walk 60-180 minutes per week.	Hey {firstName}! Are you enjoying your walks? Is there anything you found that makes it even better?
Stretch 5-10 minutes per day.	{firstName}! What stretches have you identified to be a part of your daily stretch routine?
Participate in a class 2-3 times per week.	Hello {firstName}! What days will you workout in class this week?
Intermediate	
Fueling around workouts 50% of the time.	What changes, if any have you noticed since adding pre and post workout at least 50% of the time?
Participate in a class 4-5 times per week.	Hi {firstName}! Have you enjoyed working out in class 4-5 times this week? Do you see any roadblocks with this schedule?
Stretch 15-20 minutes per day.	{firstName}- Are you enjoying your stretch routine and has it been beneficial?
Advanced	
Sign up for a competition.	Did you find a competition to sign up for? If so do you have a goal for that competition?
Run a marathon.	{firstName}- Did you find a marathon to sign up for? If so do you have a goal or training plan for it?
Consistently fueling around workouts.	Hi {firstName}! Tell me about the quality of your workouts since you started constantly fueling around them.
Fueling for performance.	Hello {firstName}! Did having INSERT FOOD before your INSERT COMPETITION OR PROGRAM help you perform at your best?
Taking adequate recovery time.	Hey {firstName}! What is your recovery plan for the week?

Nutrition Program Administration

Pittsburgh FIT Documents (Lead Magnets)

Seasonings Guide	https://drive.google.com/file/d/16K0yNp5pJ8jbxnvibTUPigLle6b1qEqH/view?usp=sharing
Supplements Guide	https://drive.google.com/file/d/12Jr6yHw81ARIZJetN0MQBJpsO-zrCAkM/view?usp=sharing
Food Options Guide	https://drive.google.com/file/d/1T7-RyW3SmNfS6_wJU5HiYyCBvYNXz9p/view?usp=sharing
Meal Prep Guide	https://drive.google.com/file/d/1sc1qy2pl1_U0nm1ofSt_mECfS30FEuw5/view?usp=sharing
Custom Food Options Guide	https://drive.google.com/file/d/1aoDg6sgT_WC5ynOpTlt_H3-f-1_ZFWd9/view?usp=sharing
DFY Meals	https://drive.google.com/file/d/1C57OGFnfSSrLMPxxXpm3JdK9fkeXZHfA/view?usp=sharing
Smoothie Cookbook	https://drive.google.com/file/d/1GMpU-DgU_0lvZil-S0Pbu1qNlwgUN34v/view?usp=sharing
Desserts Cookbook	https://drive.google.com/file/d/1xjyKsf_ocfYYXanHrQQY2x9OTaUhU7k0/view?usp=sharing
Detox Cookbook	https://drive.google.com/file/d/1-_pnYYu9gVSkeOipRx9LYFqEBhcKuUW9/view?usp=sharing
Fresh Start Cookbook	https://drive.google.com/file/d/1X6i7fzzQJgddZFideOBZZEH0hk44iuPn/view?usp=sharing
Vegan Cookbook	https://drive.google.com/file/d/1md39d56F09oEP8l_QuSUbHULvicZPI6G/view?usp=sharing
At Home Workouts	https://drive.google.com/file/d/1z0XrekKJbz8dCBriz0djd_kG4PJAJl2x/view?usp=sharing
Fresh Start Challenge (9 Week Version)	https://drive.google.com/file/d/1YS5VjR9sGyPghldu-pU08gxHFeucENKL/view?usp=sharing
21 Day Biometrics BEFORE and AFTER	https://drive.google.com/file/d/1oJ9I3ehN6-ePX2SZQhkSSqG6Etthin2B/view?usp=sharing