



The Usage Report is an analysis of the facility's purchasing from HPC within the calendar month. Using census days and information from the spend down tool, the usage report corroborates what the foodservice director calculated for a food cost ppd.

The Usage Report shows purchasing history from HPC in a declining dollar order, meaning the top line(see image below- Row 2) is the one product the facility spent most dollars on. Bottom line of the usage report is least dollars spent within the month.

	C	D	E	F	G	H	I	J	L
1	Brand	Item Number	Pack	Size	Item Description	Qty	Each	Extended	PPD
2	GUIDA	19312		50 HALFPNT	MILK 2% LOW FAT HALF PINT	32	0	503.60	0.207
3	ARDMORE	21731		96 4 OZ	JUICE ORANGE 100% IND FRZN CUP	22	0	415.36	0.171
4	SHENANDOAH	19331		360 3/8 OZ	CREAMER ASEPTIC 1/2&1/2	20	0	366.80	0.151
5	DEB EL	25119		15 2 LB	EGG WHOLE LIQUID W/CITRIC ACID	9	0	350.10	0.144
6	HOFFMASTER	58197		1 2000 CT	TRAY COVER WHITE 14X19	5	0	300.00	0.124
7	ECOLAB	59630		1 5 GAL	ULTRA KLENE	3	0	279.51	0.115
8	JUST JUICE	42439		1 3 GAL	JUICE CRANBERRY WHITE BIB 10% 5+1	6	0	258.00	0.106
9	HOOD	160849		48 4 OZ	ICE CREAM VANILLA CUP	16	0	225.60	0.093
10	LYONS MAGNUS	54607		6 46 OZ	DRINK DAIRY NECTAR CONSISTENCY	10	0	219.70	0.090
11	FOLGER	47031		30 5.4 OZ	COFFEE REG CLASSIC ROAST	3	0	216.00	0.089
12	HADLEY FISH	22223		1 10 LB	FISH POLLOCK FILET 4-6 OZ	9	0	208.17	0.086
13	BUTTERBALL	24008		2 9 LB AV	TURKEY BREAST ROAST & SERVE FC SKIN ON	3	0	207.92	0.086
14	CAPITOL FARMS	26303		30 1 LB	MARGARINE SOLID ZTF	7	0	207.76	0.086
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Using the facility's accurate census days, the usage report formulates a ppd for each product.

NSC provides this usage report each month to the facility to highlight good and bad purchasing trends and make recommendations to the foodservice director as to where product choice could be improved for efficient food cost.

The calendar year's usage reports are laid out in the Tabs at the bottom of the Excel Worksheet.



G	H	I	J	L	N
	Qty	Each	Extended	PPD	2429
1/2 LF PINT	32	0	503.60	0.207	
1/2 IND FRZN CUP	22	0	415.36	0.171	CRITICAL CATEGORIES
2&1/2	20	0	366.80	0.151	MILK
1/4 CITRIC ACID	9	0	350.10	0.144	\$0.567
4X19	5	0	300.00	0.124	JUICE
	3	0	279.51	0.115	\$0.235
WHITE BIB 10% 5+1	6	0	258.00	0.106	BIB DRINK
CUP	16	0	225.60	0.093	\$0.236
CONSISTENCY	10	0	219.70	0.090	YOGURT
ROAST	3	0	216.00	0.089	\$0.042
-6 OZ	9	0	208.17	0.086	ICE CREAM
ST & SERVE FC SKIN ON	3	0	207.92	0.086	\$0.284
TF	7	0	207.76	0.086	COOKIE
ROLL FRESH	1	0	199.94	0.082	\$0.182
ED CN FC	4	0	198.80	0.082	SODA
	16	0	189.60	0.078	\$0.118
RRY CUP	13	0	183.30	0.075	COFFEE
IDOM B/S CVP	3	0	169.68	0.070	\$0.158
5 OZ TURNBERRY	5	0	169.00	0.070	THIX LIQUIDS
8	2	0	168.00	0.069	\$0.278
EN FROZEN	7	0	166.46	0.069	\$674.50
FINE GRIND FRZ TBD	1	0	165.18	0.068	SUPPLEMENT
1/2 LF PINT	11	0	165.02	0.068	\$0.033
1/2 OZ	11	0	164.68	0.068	\$78.96
B 50% 5+1	4	0	161.68	0.067	NURSING SUPPLEMENT
T HOMSTY FC RED LABEL	5	0	157.20	0.065	\$0.000
RMESAN FC	5	0	154.10	0.063	\$0.00
CO SMOOTH FROZEN	8	0	152.00	0.063	CHEMICAL
WICH 20 SLC AVE FB	11	0	151.80	0.062	\$0.280
	2	0	151.18	0.062	\$679.16
17 2 PLY 1/8 FOLD WHITE	4	0	151.00	0.062	BREAD
WATER	2	0	142.36	0.059	\$0.215
	2	0	141.06	0.058	PRODUCE
	9	0	139.50	0.057	\$0.218
VANILLA CUPS	14	0	139.02	0.057	DISPOSABLE

Color-coded Critical Categories are highlighted groups of products. The column of categories to the left are totals of individual like-products within the body of the report.

Food related critical categories are those where NSC finds FSDs, with budget control concerns, struggle.

- **Example-** All **green** highlighted products within the body of the usage report are liquid milk products. The total of all liquid milk products within this month's usage report equal \$.567/ppd.

NSC has benchmarked goals for many of the critical categories. These benchmarks vary by facility due to style of dining service and procedure.

By selecting/ flipping between the present month and previous months, it is easy to view trending and purchasing habits.

The Usage Report contains only information from purchases from HPC. It also contains Supplies, Supplements, Chemical, and Thickened Liquids. To formulate a true food cost, food purchases of Non-HPC vendors must be added to the Usage Report and... Supplies, Supplements, and Thickened Liquids must be removed from the Usage Report.

0	139.02	0.057	DISPOSABLE	
0	135.17	0.056	\$0.527	
0	133.20	0.055	\$1,281.21	
0	133.17	0.055	REPLACEMENT	
0	133.09	0.055	\$0.000	
0	129.20	0.053	\$0.00	
0	126.62	0.052		
0	126.00	0.052	SUMMARY	
0	124.20	0.051	HPC TOTAL	\$17,466.01
0	122.24	0.050	DIETARY SUPPLIES	\$1,281.21
0	115.38	0.048	DIETARY SUPPLEMENT/ THIX LIQUIDS	\$753.46
0	113.25	0.047	NURSING SUPPLEMENTS	\$0.00
0	109.30	0.045	CHEMICALS/ PROGRAM	\$679.16
0	104.52	0.043	HPC FOOD	\$14,752.18
0	101.43	0.042	NON-HPC FOOD	\$0.00
0	100.94	0.042	FOOD TOTAL	\$14,752.18
0	100.20	0.041	WRITE-OFFS	\$0.00
0	96.00	0.040	FOOD TOTAL w/ WRITE-OFFS	\$14,752.18
0	96.00	0.040		
0	94.32	0.039		
0	94.20	0.039		
0	92.88	0.038	FOOD COST PPD	\$6.07
0	91.20	0.038		

The Summary finalizes all the information the Usage Reports offers. In the end, the Spend Down Tool and the Usage Report need to equal.

Summary Formula

HPC Total

(-) Dietary Supplies, Supplements, Nursing Supplements and Chemicals

= **HPC Food**

(+) Non-HPC Food (from Spend Down Tool)

= **Food Total**

(-) Write-Offs (from Spend Down Tool)

= **Food Total w/ Write-Offs**

Food Cost PPD = Food Total w/ Write-Offs divided by Census Days

Case quantities that are highlighted in **RED**, indicate that there is potential concern with the amount of that product being purchased. Concern may be that it is untypical based on facility census, or that other contributing information is needed. In this example, all med pass applesauce is absorbed in to the dietary food cost and this represents nearly .10/ppd of the overall food cost.

DARLINGTON FARM	29181	4	54 CT	COOKIE ASSORTED INDV WRAPD .75 OZ	6	0	241.26	0.099
APPLESNAX	50008	6	#10	FRUIT APPLE SAUCE UNSWEETENED	8	0	230.00	0.095
TYSON	21854	48	6.3 OZ	CHICKEN LEGS WHOLE IQF RAW	4	0	197.44	0.081
HOOD	197100	1	3 GAL	ICE CREAM VANILLA TUB PREMIUM	11	0	176.22	0.073
JUST JUICE	42453	1	3 GAL	JUICE APPLE CONC BIB 50% 5+1	4	0	171.00	0.070
CHICOPEE	58864	1	150 CT	TOWEL FOODSERVICE 13X21 WHITE	3	0	162.90	0.067
JUST JUICE	42462	1	3 GAL	JUICE CRANBERRY CONC BIB 10% 5+1	4	0	162.56	0.067
SIMPLOT	40434	6	#10	POTATOES INST MASH W/MILK COMPLETE	4	0	160.48	0.066
CAPITOL FARMS	26303	30	1 LB	MARGARINE SOLID ZTF	5	0	148.40	0.061
DAIRY EASE	19515	6	1/2 GAL	MILK LACTOSE FREE SKIM DAIRY EASE	7	0	146.02	0.060
CAMBRO	59305	1	1000 CT	LID TUMBLER 8/6 OZ CLNT8190	4	0	144.28	0.059
JUST JUICE	42450	1	3 GAL	JUICE ORANGE CONC BIB 100% 4+1	3	0	138.00	0.057
POLAR	53627	12	1 LITER	SODA GINGERALE DIET	19	0	133.19	0.055
FRESH	71426	1	150 CT	BANANAS PETITE 150 CT	5	0	132.10	0.054
LYONS MAGNUS	51771	6	46 OZ	JUICE ORANGE NECTAR CONSISTENCY	9	0	129.60	0.053
OKFOOD	21773	80	4 OZ	CHICKEN BREAST BNLS SKNLS IF	2	0	128.00	0.053
CAMBRO	59304	1	1000 CT	LID JUICE 5 OZ CLJ6190	6	0	126.00	0.052
HATFIELD	17384	2	11 LBAV	HAM BOILED 4X6 10% WATER ADDED LS FC	2	0	116.81	0.048
LYONS MAGNUS	51920	6	46 OZ	WATER LEMON FLAVORED NECTAR CONSISTENC	14	0	112.56	0.046
CARLISLE	64107	1000	CASE	LID MUG 8 OZ TRANSL FENWICK FITS DX5000	3	0	112.08	0.046
DINEX	58914	1	1000 CT	LID TUMBLER 6 OZ DX5600ST8714 FENWICK	3	0	112.08	0.046
GENERAL MILLS	52130	6	5 LB	MUFFIN MIX BASIC	2	0	111.46	0.046
CARLISLE	64106	1500	CASE	LID BOWL 9 OZ FENWICK FITS DX5300	3	0	107.55	0.044
TIP TOP POULTRY	21874	1	10 LB	CHICKEN MEAT DICED 60/40 1/2"	3	0	107.31	0.044
ADVANCE	77	2	5 LB	STEAK SHAVED RAW BULK	3	0	100.59	0.041

Entire lines that highlighted **RED** indicate that this product is not part of the product formulary relating to the NSC menu or program, and may have a negative impact on the overall food cost. It is suggested that, for optimum food cost outcomes, these products be avoided. Non-formulary products purchased for facility events, Activities, or Marketing will show in red highlights even though those products were anticipated for and noted on the Spend Down Tool.

End Of Month Reporting

The Usage Report is part of the feedback to FSDs, Administrators, and Corporate provided by NSC each month. It is recommended that foodservice directors utilize the notes within these reports to understand and be reactive for budgetary concerns if they exist.