

# Food and Nutritional Care Policy



## **FOOD AND NUTRITIONAL CARE POLICIES:**

This facility has written policies and procedures for providing proper nutritional care for each resident. This facility will provide proper nutritional care for each resident, including procedures to follow if the resident refuses food or resident refuses to follow the prescribed diet.

## **REQUIREMENTS FOR FOOD AND NUTRITIONAL CARE SERVICES:**

This facility will meet the standards in the Idaho Food Code, IDAPA 16.02.19, "Food Safety and Sanitation Standards for Food Establishments," as incorporated in Section 004 of these rules.

## **MENU AND DIET PLANNING:**

This facility will provide each resident with at least the minimum food and nutritional needs in accordance with the Recommended Dietary Allowances established by the Food and Nutrition Board of the National Academy of Sciences. These recommendations are found in the Idaho Diet Manual incorporated by reference in Section 004 of the IDAPA Residential Care or Assisted Living rules. The menu will be adjusted approved by a registered dietitian.

## **MENU:**

This facility will have a menu planned or approved, signed and dated by a registered dietitian prior to being served to the resident. The planned menu will meet nutritional standards.

1. Menus will provide a sufficient variety of foods in adequate amounts at each meal.
2. Food selections will include foods that are served in the community, in season, as well as residents' preferences, food habits, and physical abilities.
3. The current weekly menu must be posted in a facility common area.
4. The menus will be prepared in advance and available to residents on request.
5. This facility will serve the planned menu and if substitutions are made the menu will be corrected to reflect the substitution.
6. Food and fluids will also be offered for special events/celebrations i.e. birthdays, BBQ's, etc. as well as other times i.e. emergency situations.

## **SNACKS:**

Snacks & fluids will be available and offered to residents between meals and at bedtime.

## **THERAPEUTIC DIETS:**

This facility will have a therapeutic diet menu planned or approved, signed, and dated by a registered dietitian prior to being served to a resident.

1. The therapeutic diet planed menu, to the extent it is possible, must meet nutritional standards.
2. The therapeutic diet menu will be planned as close to a regular diet as possible.
3. This facility will have an order from a physician or authorized provider for each resident who is on an altered diet.

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## **FOOD SUPPLY:**

This facility will maintain a seven (7) supply of nonperishable foods and a two (2) day supply of perishable foods. This facility's kitchen will have the types and amounts of food to be served readily available to meet the planned menu.

## **FOOD PREPARATION AND SERVICE:**

Foods will be prepared by methods that conserve nutritional value, flavor and appearance.

## **FREQUENCY OF MEALS:**

1. This facility will provide residents at least three (3) meals daily, at regular times comparable to normal mealtimes in the community.
2. There will not be more than fourteen (14) hours between a substantial evening meal and breakfast.
3. This facility will assure that residents who are not in the facility for the noon meal are offered a substantial evening meal.
4. This facility will have snacks available at all times upon residents request.

## **FOOD PREPARATION AREA:**

1. No live animals or fowl will be kept or maintained in the food service preparation or service area.
2. Neither food preparation nor food service areas will be used as living quarters for staff.

## **DISPOSABLE ITEMS:**

This facility will not reuse single use items.

## **DIETARY STANDARDS:**

This facility will have a full-service kitchen to meet the needs of the residents. Any satellite kitchen will meet all applicable requirements.

## **FACILITY ADMINISTRATIVE RECORDS FOR DIETARY:**

The administrator will assure that this facility's records for dietary are maintained as described in Subsections 740.01 and 740.02 of IDAPA 16.03.22-Residential Care or Assisted Living facilities in Idaho.

## **Menu Plan Documentation:**

This facility will maintain copies of menus, including therapeutic menus planned, approved, signed, and dated by a dietitian in this facility.

## **Length of Time Documentation Kept for Menu Plans:**

This facility will maintain 6 months of as served menus, including therapeutic menus, corrected to reflect substitutions.

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## **RIGHT TO REFUSE FOOD**

### **POLICY:**

All residents have the right to refuse food. (Even those on a specialized diet).

### **PROCEDURE:**

Try all dietary and eating in-service plans.

Refusing diet due to dislikes of food being served.

1. Ask resident likes and dislikes of food.
2. Offer to fix resident something else if they do not like food being served.
3. If resident wishes, allow food from home to be brought to resident on occasion.
4. Chart in resident log, refusal of certain food, substitutions made, steps made to appease the resident and what you provided to the resident that he/she wanted.

### **Refusing ALL foods, refusing to eat.**

1. Notify the administrator and the facility nurse.
2. Administrator or facility nurse will notify the doctor.
  - a. Orders for change of diet.
  - b. Orders for high calorie/protein supplements.
3. Administrator or facility nurse will notify the family.
  - a. Family input on change of diet.
  - b. Family input on how to aid resident in getting him/her to eat.
4. Documentation is required in resident's daily log.
  - a. All meals refused

### **MISCELLANEOUS:**

Facilities Licensed for Sixteen Beds or Less. In facilities licensed for sixteen (16) beds or less, menus must be in writing at least one (1) week in advance.

Facilities Licensed for Seventeen Beds or More. Facilities licensed for seventeen (17) beds or more must:

1. Develop and implement a cycle menu which covers a minimum of two (2) seasons and is four (4) to five (5) weeks in length.
2. Follow standardized recipes.
3. Have available in the kitchen a current copy of the Idaho Food Code and Idaho Diet Manual.