

<b>Nutrition and Hydration</b>	<b>Yes</b>	<b>No</b>	<b>Comments</b>
1. Are admission weights obtained on each resident within 24 hours of admission and documented in the medical record?			
2. Is an order for a Dietitian evaluation on the medical record for all residents admitted with therapeutic diets, weight loss, enteral feedings, diabetes, dysphagia, pressure ulcers, etc.			
3. Is there a system to obtain weights at least monthly?			
4. Does a Registered Dietitian evaluate and monitor residents at risk for nutritional deficits on a regular basis and document in the medical record?			
5. Are residents with weight loss referred to skilled therapy for swallow evaluations and/or self feeding strategies?			
6. Are supplements and/or enhanced food items offered and used appropriately?			
7. Are orders for therapeutic diets or modified textures contributing to poor nutritional intake? (i.e., pureed diets, thickened liquids, etc.) If so, is this issue addressed and documented?			
8. Are food acceptance records completed (refer to facility protocol and applicable state regulations)			
9. Are nutritional laboratory values obtained on admission and twice a year to identify nutritional and/or hydration concerns?			
10. Is a dining program in place to assist in monitoring residents at risk for nutritional deficits? (Restorative dining, etc.)			
11. Do meal cards reflect resident specific dietary restrictions (i.e., thickened liquids, adaptive equipment, etc.), allergies, likes and dislikes?			
12. Is there documentation in the medical record that the physician and family/responsible party are aware of weight loss or other dietary concerns?			
13. Does the Registered Dietitian routinely assess and document on residents with significant weight loss, enteral feedings, pressure ulcers, hydration concerns, and dialysis to include an estimation of nutritional needs?			
14. Are enteral pumps running appropriately to deliver the ordered volume? a. Is the formula, syringe bag, tubing labeled, dated and reflect the ordered infusion rate? b. Does the MAR match the physician's orders for enteral feedings and water flushes?			
15. Are residents at risk brought to the dining room for meals (not being fed at bedside)?			

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*This policy and procedure is not intended to replace the informed judgment of individual physicians, nurses or other clinicians nor is it intended as a statement of prevailing community standards or minimum standards of practice. It is a suggested method and technique for achieving optimal health care, not a minimum standard below which residents necessarily would be placed at risk.*

<b>Dietary Department Sanitation</b>	<b>Yes</b>	<b>No</b>	<b>Comments</b>
1. Are temperatures logged at each meal for the wash and rinse cycles of the dish machine? <i>Requirements for temperatures needed to reach adequate sanitation per the manufacturer's recommendations are printed on the machines. (Not applicable to non-licensed assisted living or adult foster care in Michigan however highly recommended).</i>			
2. Are parts per million (ppm) of the sanitizing agent used in the 3 compartment sink verified with a test strip and logged with each use? <i>(Not required in non-licensed assisted living or adult foster care in Michigan however highly recommended.)</i>			
3. Are refrigerator and freezer temperature logs completed at least daily for all units that store resident food items? <i>Freezers should be ≤0° F. Refrigerators should be ≤ 41° F</i>			
4. Is each menu item temped and recorded before meal service? <i>Hot foods should be held at ≥140° F. Cold foods should be held at ≤41° F. (Not required for non-licensed assisted living or adult foster care in Michigan however, highly recommended..</i>			
5. Is food stored appropriately to avoid cross contamination (ex. raw meats are not thawing above items that will not be cooked before service)? Are prepared food items labeled and dated and less than 4 days old?			
6. Are storage rooms clean and orderly with food items dated and rotated (first in-first out)?			
7. Are floors in storage areas clean and free of stored food items (nothing should be stored directly on floor)?			
8. Are hairnets available and used appropriately by all staff with access to food service areas?			
9. Are hand washing sinks readily available and appropriately stocked with hand soap and disposable towels and uncovered or foot operated trash receptacle?			
10. Are staff observed performing hand washing appropriately during meal preparation?			
11. Are floors, counters, exhaust hoods, steam tables, serving areas, clean and free of clutter?			
12. Are spills promptly cleaned up and wet floor signs used appropriately?			
13. Are food and beverages stored separately from cleaning supplies?			
14. Is there evidence of pests/insects in the food service or storage areas?			
15. Does the facility have contracted pest control services?			

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