

OREGON STATE HOSPITAL

PORTLAND – SALEM

POLICIES AND PROCEDURES

EXECUTIVE SUMMARY

POINT PERSON: DEBBIE GRANUM
DIRECTOR OF FOOD & NUTRITION SERVICES

DATE: March 9, 2012

OSH POLICY NUMBER & TITLE: 4.006, MEAL SERVICE FOR EMPLOYEES AND GUESTS

PURPOSE OF THIS POLICY:

Defines how meals are provided to staff, interns, volunteers, and guests.

SUBSTANTIAL CONTENT CHANGES (EXCLUDING "HOUSEKEEPING" CHANGES):

Updated locations to reflect new hospital names. Added language to reflect "Satellite Dining Centers" and "Kirkbride Café". Included Social dining, more detail regarding Non-residential interns/volunteers plus a new process to account for meals provided. Changed "Overtime" language to "Double Shift". Notice is also given that a meal furnished without cost may constitute other income.

REFERENCE CHANGES (ORS, OAR, TJC, CMS, OTHER):

LOCATION OF POLICY:

Section 4, Fiscal