

OREGON STATE HOSPITAL

PORTLAND – SALEM

POLICIES AND PROCEDURES

SECTION 6: Patient Care

POLICY: 6.047

SUBJECT: Guidelines for Patient Food

POINT DEBRA GRANUM

PERSON: DIRECTOR, FOOD AND NUTRITION SERVICES

APPROVED: GREGORY P. ROBERTS
SUPERINTENDENT

DATE: April 23, 2012

I. POLICY

Three meals a day and an evening snack are available to all patients at the hospital. Patients shall dine in centralized dining locations unless behavior or illness prohibits participation.

Food provided to patients at OSH shall come from approved sources and meet all established Food Codes. At OSH, Food and Nutrition Services is the approved source for patient food. FNS is responsible to provide oversight to assure proper food handling practices are in place at OSH. All foods/meals not prepared or served as part of the FNS program shall be reviewed and approved to maintain food code requirements and nutritional considerations (See FNS policy III.A.050).

II. PROCEDURES

A. Patient Meals and Snack Service

1. Patients shall be escorted to their designated satellite dining centers for meals. Patients may not leave the dining area with leftovers or dishware.
2. Patients dining on living units shall consume food and beverages in common areas. Food and beverages, except water, shall not be in patient rooms.
3. Physicians/psychiatrists/PMHNPs at the hospital are responsible for ordering diets for each patient. Diet descriptions are outlined in the Oregon State Hospital (OSH) Diet Manual.

4. Patients requiring special diets not listed in the OSH Diet Manual need a dietary consult by a dietitian who shall then make any necessary arrangements and modifications to menu for this patient.
5. Food and beverages shall not be stored, consumed, or offered to patients in their rooms. The only beverage available to patients in their rooms is water.
6. Patient food and beverages shall be consumed in common areas.

B. Patient Sack Meals

Sack meals can be provided for patients who cannot eat from the service line due to work, appointments, seclusion or irrational beliefs about food, or per a dietitian's recommendation. Refer to Food & Nutrition Services (FNS) Policy III.A.020.

C. Special Outings, Special Functions, Cooking Classes, or BBQ'S

Food for special events may be available through FNS (Refer to FNS Policy III.C.105).

D. Perishable Foods and Supplies available to units outside of regular meal/snack plans

Food & Nutrition Services staff shall supply various perishable supplies, fresh fruits, fresh vegetables, bread, milk, etc., to living unit kitchenettes. Each living unit has an assigned Food Service Worker 3 (FSW) who stocks and supplies the kitchenettes and medical room supplies. Nursing shall fill out a requisition for FNS to restock the medication rooms.

E. Menus and Distribution Sheets

Menu plans are developed through collaboration with FNS managers, OSH staff, and patient comments. Menus are developed using the DASH (Dietary Approach to Stop Hypertension) pattern and meet the needs of most patients. Our DASH+ Choices menu meets dietary guidelines and considers the wide range of special diets the hospital requires. Menus are sent through the Outlook mail system to be posted weekly for patients and staff to view.

As FNS staff begin serving meals on units and at Satellite Dining Centers, they use the distribution/worksheet to gauge serving sizes. These staff are also required to put the temperature of the food arriving for each meal on the distribution sheet and return the completed form back to FNS weekly.

F. Meal TimesSatellite Dining Centers Open

Breakfast 7:00 – 9:00 a.m.
Lunch 11:00 – 1:00 p.m.
Dinner 4:30– 6:00p.m.

Portland

Breakfast 7:45 – 8:30 a.m.
Lunch 12:00 – 12:45 p.m.
Dinner 4:45 – 5:45 p.m.

G. Other

1. See the OSH Diet Manual for the meal pattern for patients who are unable or decline to go to the dining center for meals. The Diet Manual also provides more information regarding the DASH diet provided as the regular meal plan at OSH.
2. Meals shall never be modified or withheld as a reward or punishment.
3. Dietitians shall participate in planning for all patient food events including those approved, but not provided by FNS.

H. Patient Identifiers

To assure each patient receives diet as ordered, staff escorting patients to the dining room shall check patients in through the use of a meal roster. Nursing shall identify new patients for FNS staff serving meals and those with special dietary needs. FNS shall maintain a notebook in the kitchen with special diet instructions for these identified patients.

I. Kirkbride Plaza

1. Patients may purchase food at the Convenience Store, Café, and Coffee shop.
2. Families may provide food for patients during visitation. There is an approved list of prepackaged non-perishable items families may bring into patients at OSH (Contact the Communications Center for specific requirements).
3. Vending shall be available in 2012.

K. REACH Store

Patients may redeem points for food at the REACH store.

III. REFERENCES

[http://public.health.oregon.gov/healthyenvironment/foodsafety/documents/foodsa
nitiationrulesweb.pdf](http://public.health.oregon.gov/healthyenvironment/foodsafety/documents/foodsa
nitiationrulesweb.pdf)

Replaces Food and Nutrition Services Policy I.A.251, *Guidelines for Patient Food*, dated 10/20/2010.