560 Dietetic Services 561 Staffing

Staff supervisory responsibility for the dietetic services is assigned to a full time, qualified dietetic service supervisor or Certified Dietary Manager. A qualified supervisor is one who has:

a) Completed an approved food services supervisor’s course; or,

b) Been certified by the Certifying Board of Dietary Managers; or,

c) For only those facilities having more than fifty (50) beds, is enrolled in a food services supervisor course approved by the Office of Long Term Care. For purposes of these regulations, the term a food services supervisor course approved by the Office of Long Term Care means a course of education and training in food services or food services supervision provided by an licensed and accredited educational institution.

Certified Dietary managers and food services supervisors shall complete fifteen (15) hours per year of continuing education courses approved by the Office of Long Term Care. For purposes of these regulations, the term continuing education courses approved by the Office of Long Term Care means continuing education courses offered by the Dietary Managers Association or comparable body, and approved by the Office of Long Term Care.

562 Hygiene of Staff

All food service employees shall wear appropriate, light-colored clothing including hairnet and shall keep themselves and their clothing clean.

All persons working as food handlers in nursing homes shall have in their possession or on file in the home in which they are employed, a current, approved health card.

Persons having symptoms of communicable or infectious diseases or lesions shall not be allowed to work in the dietetic services. Food service employees shall not be assigned duties outside dietetic services.

565 MEAL SERVICE

...565.4 The public, personnel, or patients shall not be permitted to eat or drink in the kitchen, dishwashing area, or store room.

565.5 Only dietetic services and administrative personnel shall be allowed in the kitchen
Only dietetic services personnel shall be allowed to portion out food for patients or personnel.

Nursing home residents will not be permitted to work in the dietetic services. If a patient is to be allowed to scrape trays, there must be a physician’s order.

Dietetic Services Staffing

Staffing shall be correlated to the size of the facility and the total patient meals served. Facilities with fifty-nine (59) beds or less shall be staffed at ten (10) minutes for each meal served.

Facilities with sixty (60) to eighty (80) beds shall be staffed at eight and one-half (8.5) minutes for each meal served.

Facilities with eighty-one (81) to one-hundred twenty (120) beds shall be staffed at six (6) minutes for each meal served.

Facilities with one-hundred twenty-one (121) beds or more shall be staffed at five and one-half (5.5) minutes for each meal served.

Method of determining dietary staffing:

Number (#) for minutes per meal times (x) three (3) equals (=) number of minutes per day, number of minutes per day times (x) number of patients divided by (/) 60 equals (=) number of hours required per day.

Food Services Supervisors or Certified Dietary Managers in homes of fifty (50) beds or less may be assigned to duties in the department, such as cooking, for no more than fifty percent (50%) of their total work hours, but must be allowed adequate time for supervisory tasks. In homes of more than fifty (50) beds the Food Services Supervisor, Certified Dietary Manager, or an individual enrolled in a food service supervisor course approved by the office of Long Term Care may be assigned to duties such as cooking no more that twenty-five percent (25%) of their total work hours, but must be allowed adequate time from these assignments for supervisory tasks.

The number of employees will be rounded off to the nearest whole number.

If deficiencies are found that directly relate to shortage of personnel, additional personnel will be required.