107. DIETARY SERVICE.

01. Dietary Supervision. A qualified food service supervisor shall be designated by the administrator to be in charge of the dietary department. This person shall: (1-1-88)

a. Be responsible for orientation, training, scheduling and supervision of dietary employees on all shifts; (1-1-88)

b. Have sufficient knowledge of food needs to plan adequate menus and modified diets for the patients/residents; (1-1-88)

c. Record current dietary information in the patient's/resident's care plan and in the medical record. Dietary notes in the medical record shall be made at least quarterly for all patients/residents. Dietary notes shall be made monthly or more often in the medical records of patients/residents with eating problems or who have medical problems relating to diets; (1-1-88)

d. Be encouraged to participate in food service workshops, correspondence courses and other training sessions whenever they are available; (1-1-88)

e. Consult on a regularly scheduled basis with a registered dietitian (or a person with at least a bachelor's degree in foods and nutrition if no dietitian is available). The dietitian shall: (1-1-88)

i. Assist the person in charge with the development of menus and modified diets as needed; (1-1-88)

ii. Review and approve menu and diet plans; (1-1-88)

iii. Provide in-service training for all food service employees; (1-1-88)

iv. Provide consultation in all areas of food production and service as needed; and (1-1-88)

v. Act as liaison between the medical staff, nursing staff and the dietary department. (1-1-88)

02. Dietary Personnel. There shall be a sufficient number of food service personnel employed, and their hours shall be scheduled to meet the dietary needs of the patients/residents. (1-1-88)

a. The food service department shall be staffed and operated at least twelve (12) hours each day. (1-1-88)

b. Work and duty schedules shall be available in the dietary department for all food service positions. (1-1-88)

c. If food service workers are assigned duties outside of the dietary department, these duties shall not interfere with sanitation, safety or time required for dietary work assignments. (1-1-88) Universal worker
d. No person who has worked in any other area of the facility shall assist with the preparation or serving of food inside of the kitchen without first putting on a clean uniform or gown and a hairnet or cap. Hands must be thoroughly washed. (1-1-88)

e. Dietary personnel engaged in food preparation shall not feed patients/residents in the dining room. (1-1-88)