150.009: Dietary Service

A) All facilities shall provide adequate dietary services to meet the daily dietary needs of patients and residents in accordance with written dietary policies and procedures.

1) Dietary services shall be directed by a food service supervisor and shall be organized with established lines of accountability and clearly defined job assignments.

2) Dietary services shall be provided directly by the facility, or facilities may contract with an outside food company provided the facility and the food company comply with 105 CMR 150.000; provided the facility or the company has a qualified dietician who serves, as required in 105 CMR 150.000; and provided the facility and the dietician provide for continuing liaison with physicians and the nursing staff.

B) All facilities shall provide sufficient numbers of adequately trained personnel to plan, prepare and serve the proper diets to patients or residents.

1) A full or part‐time dietician shall be employed to direct and supervise the dietary services or there shall be a written agreement with a dietician on a consultant basis to provide these services.

   a) Facilities that provide Level I or II care shall provide a dietician for a minimum of four hours a week for a single unit and an additional two hours per week for each additional unit.

   b) Facilities that provide Level III care shall provide a dietician for a minimum of two hours per week for each unit.

   c) Facilities that provide Level IV care shall have an arrangement for the provision of dietary services as needed.

   d) The visits of the dietician shall be of sufficient duration and frequency to provide consultation, evaluation and advice regarding dietary personnel, menu planning, therapeutic diets, food production and service procedures, maintenance of records, training programs and sanitation.

   e) A written record shall be kept on file in the facility of dates, time, services rendered and recommendations made by the consultant.

2) Facilities that provide Level I, II, or III care shall provide a fulltime food service supervisor. He may be the cook or the chef, but he shall spend a portion of his time in management functions. Facilities that provide Level IV care shall provide a cook as needed to meet residents’ dietary needs.

   a) The food service supervisor shall be responsible for supervising food service personnel, the preparation and serving of food and the maintenance of proper records.
b) There shall be proper supervision of the dietary service during all hours of operation. When the food service supervisor is absent during hours when other food service personnel are on duty, a responsible person shall be assigned to assume his job functions.

3) All facilities shall employ a sufficient number of food service personnel and their working hours shall be scheduled to meet the dietary needs of the patients.

a) Food service employees shall be on duty over a period of 12 or more hours.

b) Food service employees shall be trained to perform assigned duties.

c) In facilities that provide Level I or II care, food service employees shall not regularly be assigned to duties outside the dietary department.

d) Work assignments and duty schedule shall be posted and kept current.

e) All dietary personnel (including tray servers) shall be 16 years or age or older

4) All food service personnel shall be in good health, shall practice hygienic food handling techniques and shall conform to 105 CMR 590.000: State Sanitary Code Article X- Minimum Sanitation Standards for Food Service Establishments.

a) All food services personnel shall wear clean, washable garments, shoes hairnets or clean caps, and keep their hands and fingernails clean at all times.

b) Personnel having symptoms of communicable disease, including acute respiratory infections, open infected wounds, or known to be infected with any disease in a communicable form or in a carrier state, shall not be permitted to work.

c) Employees shall not use tobacco in any form while engaged in food preparation or service, or while in equipment washing, food preparation or food storage areas.