HFS 132.63 Dietary service.

(1) DIETARY SERVICE. The facility shall provide each resident a nourishing, palatable, well-balanced diet that meets the daily nutritional and special dietary needs of each resident.

(2) STAFF.

(a) Dietitian. The nursing home shall employ or retain on a consultant basis a dietitian to plan, direct and ensure implementation of dietary service functions.

(b) Director of food services.

1. The nursing home shall designate a person to serve as the director of food services. A qualified director of food services is a person responsible for implementation of dietary service functions in the nursing home and who meets any of the following requirements:

   a. Is a dietitian.

   b. Has completed at least a course of study in food service management approved by the dietary managers association or an equivalent program.

   c. Holds an associate degree as a dietetic technician from a program approved by the American dietetics association.

2. If the director of food services is not a dietitian, the director of food services shall consult with a qualified dietitian on a frequent and regularly scheduled basis.

(c) Staffing.

The nursing home shall employ a sufficient number of dietary personnel competent to carry out the functions of the dietary service.

(3) HYGIENE OF STAFF. Dietary staff and other personnel who participate in dietary service shall be in good health and practice hygienic food handling techniques.

Note: For in service training requirements, see s. HFS 132.44 (2) (b).

(4) MENUS.

(a) General.

1. Menus shall be planned and written at least 2 weeks in advance of their use, and shall be adjusted for seasonal availability of foods.
2. Menus shall be in accordance with physicians’ orders and, to the extent medically possible, in accordance with the “recommended daily dietary allowances,” of the food and nutrition board of the national research council, national academy of sciences as contained in Appendix A of this chapter.

3. Food sufficient to meet the needs of each resident shall be planned, prepared and served for each meal. When changes in the menu are necessary, substitutions shall provide equal nutritive value.

4. The facility shall make reasonable adjustments to accommodate each resident’s preferences, habits, customs, appetite, and physical condition.

5. A file of tested recipes shall be maintained.

6. A variety of protein foods, fruits, vegetables, dairy products, breads, and cereals shall be provided.

(b) Therapeutic diets.

1. Therapeutic diets shall be served only on order of the physician, and shall be consistent with such orders.

2. Therapeutic menus shall be planned as provided in par. (a) 1., with supervision or consultation from a qualified dietitian.

3. Vitamin and mineral supplements shall be given only on order of the physician.

(5) MEAL SERVICE.

(a) Schedule. At least 3 meals or their equivalent shall be offered to each resident daily, not more than 6 hours apart, with not more than a 15-hour span between a substantial evening meal and the following breakfast.

(b) Identification of trays. Trays, if used, shall be identified with the resident’s name and type of diet.

(c) Table service. The facility shall provide table service in dining rooms for all residents who can and want to eat at a table, including residents in wheelchairs.

(d) Reservice. Food served to a resident in an unopened manufacturer’s package may not be reserved unless the package remains unopened and maintained at a proper temperature.

(e) Temperature. Food shall be served at proper temperatures.

(f) Snacks. If not prohibited by the resident’s diet or condition, nourishments shall be offered routinely to all residents between the evening meal and bedtime.

(g) Drinking water. When a resident is confined to bed, a covered pitcher of drinking water and a glass shall be provided on a bedside stand. The water shall be changed frequently during the day, and pitchers and glasses shall be sanitized daily. Single-service disposable pitchers and glasses may be used. Common drinking utensils shall not be used.
(6) FOOD SUPPLIES AND PREPARATION.

(a) Supplies. Food shall be purchased or procured from approved sources or sources meeting federal, state, and local standards or laws.

(b) Preparation. Food shall be cleaned and prepared by methods that conserve nutritive value, flavor and appearance. Food shall be cut, chopped, or ground as needed for individual residents.

(7) SANITATION.

(a) Equipment and utensils.

1. All equipment, appliances, and utensils used in preparation or serving of food shall be maintained in a functional, sanitary, and safe condition. Replacement equipment shall meet criteria established in “Listing of Food Service Equipment” by the national sanitation foundation.

2. The floors, walls, and ceilings of all rooms in which food or drink is stored or prepared or in which utensils are washed shall be kept clean, smooth, and in good repair.

3. All furnishings, table linens, drapes, and furniture shall be maintained in a clean and sanitary condition.

Note: Copies of the National Sanitation Foundation’s “Listing of Food Service Equipment” are kept on file and may be consulted in the department and in the offices of the secretary of state and the revisor of statutes.

(b) Storage and handling of food.

1. Food shall be stored, prepared, distributed, and served under sanitary conditions which prevent contamination.

2. All readily perishable food and drink, except when being prepared or served, shall be kept in a refrigerator which shall have a temperature maintained at or below 40 F. (4 C.).

Note: See ch. HFS 145 for the requirements for reporting incidents of suspected disease transmitted by food.

(c) Animals. Animals shall not be allowed where food is prepared, served or stored, or where utensils are washed or stored.

(8) DISHWASHING.

Whether washed by hand or mechanical means, all dishes, plates, cups, glasses, pots, pans, and utensils shall be cleaned in accordance with accepted procedures which shall include separate steps for pre−washing, washing, rinsing, and sanitizing by means of hot water or chemicals or a combination approved by the department.

History: Cr. Register, July, 1982, No. 319, eff. 8−1−82; am. (2) (a), (4) (a) 3., (5) (d) and (f) and (7) (a) 4., Register, January, 1987, No. 373, eff. 2−1−87; r. and recr. (5) (c). Register,
February, 1989, No. 398, eff. 3–1–89; CR 04–053: am. (1), r. and recr. (2), r. (6) (c) and (7)
(a) 4. Register October 2004 No. 586, eff. 11–1–04.