

FOOD AND DIETETIC SERVICES

Self-Assessment Questions	YES	NO	N/A	Date/Initials	Comments
Does your hospital have a contract with an outside food management company to provide food and nutrition services? A-0618 COP §482.28	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
If yes, does the food management company: <ul style="list-style-type: none"> a. employ a dietitian who serves the hospital on a full-time, part-time, or consultant basis? b. maintain at least the minimum standards of section 482.28, RSMo? c. provide for constant liaison with the hospital medical staff on dietetic policies affecting patient treatment? A-0618 COP §482.28	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Does the food and dietetic department have policies and procedures that address: <ul style="list-style-type: none"> a. availability of a diet manual and therapeutic diet menus to meet patients' nutritional needs? b. frequency of meals served? c. system for diet ordering and patient-trays delivery? d. accommodation for non-routine occurrences? (i.e., parenteral nutrition, enteral nutrition, change in diet orders, early/late trays, nutritional supplements, etc.) e. integration of the food and dietetic service into the hospital-wide QAPI and infection control programs? f. guidelines for acceptable hygiene practices of food service personnel? g. guidelines for kitchen sanitation? A-0618 COP §482.28	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Is the director's job description position-specific with responsibility and authority clearly delineated? A-0620 COP §482.28(a)(1)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Is there documentation in the director's personnel file to demonstrate competency? A-0620 COP §482.28(a)(1)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Does the hospital have an employer or contracted individual: <ul style="list-style-type: none"> a. designated as dietary of food and nutrition services? b. certified by the Dietary Managers Association, or registered by the Commission 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

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on Dietetic Registration of the Academy of Nutrition and Dietetics or have an associate degree in dietetics or food systems management? c. receiving documented relevant annual continuing education? A-0620 COP §482.28(a)(1)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Is the director or designee responsible for: <ul style="list-style-type: none"> a. providing direction and daily management of the food and nutrition services? <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A b. developing, implementing and monitoring of written policies and procedures that address the following: <ul style="list-style-type: none"> - emergency food supplies? <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A - safety practices for food handling? <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A - orientation, work assignment, supervision of work and personnel performance? <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A - menu planning, quality and quantity of foods and supplies purchased? <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A - retention of essential records (i.e., cost, menus, personnel, training records, QAPI reports, etc.)? <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A - appropriate substitution on a selective menu for patients with food preferences and/or intolerances? <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A - process to ensure appropriate nutritional care and clinically indicated nutritional interventions are provided? <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A c. monitoring adherence to the written planned menu? <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A d. maintaining essential food specifications, purchase orders, meal counts, standardized recipes, menu plan, nutritional evaluation of menus and minutes of departmental and in-service education meetings? <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A e. participating in regularly scheduled conferences with the administration and department heads? <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A f. scheduling food and nutrition services meetings? <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A g. selection, training, orientation, work assignments and performance, hygiene and food handling techniques, and scheduling and supervision of the staff? <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A h. representing the food and nutrition services in inter-departmental meetings? <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A i. ensuring nutritional care is a component of the overall discharge plan? <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A 					

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j. ensuring that policies and procedures are readily available, implemented, followed, evaluated and kept current? A-0620 COP §482.28(a)(1)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
If the dietitian is not full-time, are there adequate provisions for dietary consultation when the qualified dietitian is not available? A-0622 COP §482.28(a)(3)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Do the responsibilities of the director (if a dietitian) and/or the dietitian include:					
a. supervising the nutritional aspects of patient care?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
b. assuring high-quality nutritional care is provided?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
c. planning and approving written menus and nutritional supplement for regular and modified diets?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
d. performing patient, family and caretaker dietary counseling?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
e. performing and documenting nutritional assessments and evaluations of patients tolerance to therapeutic diets when appropriate?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
f. collaborating with other hospital services to plan and implement care as necessary to meet the nutritional needs of the patients?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
g. maintaining pertinent patient data necessary to recommend, prescribe or modify therapeutic diets as needed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
h. participating in committee activities concerned with nutritional care? A-0621 COP §482.28(a)(2)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Do administrative and technical personnel in dietary:					
a. have sufficient levels of staffing to meet the dietary needs of the patients?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
b. have duties and assignments consistent with their training?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
c. receive adequate training for the duties assigned, hygiene practices and food handling techniques?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
d. observe appropriate food handling techniques? A-0622 COP §482.28(a)(3)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Do the personnel files of administrative and technical staff include documentation of	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

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competency? A-0622 COP §482.28(a)(3)					
Are menus: a. nutritionally balanced and meet the needs of the patients? b. posted in the hospital kitchen? c. recommended so they satisfy dietary allowance of the Food and Nutrition Board, National Research Council and/or in accordance with physician orders? A-0629 COP §482.28(b)(1) A-0631 COP §482.28(b)(3)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Are all diets: a. ordered by the practitioner responsible for the patient's care or a qualified dietician or qualified nutrition professional as authorized by the medical staff and allowed by state law? b. evaluated for nutritional adequacy and intake? c. documented in the patient's medical record including documentation about the patient's tolerance to the therapeutic diet as ordered? A-0629 & A-0630 COP §482.28(b)(1)(2)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Does food service ensure that: a. patients are offered at least three meals a day and snacks as necessary? b. items and quantity served are the same as posted menus? c. patients who refuse food are offered substitutes that are of equal nutritional value? A-0629 COP §482.28(b)(1)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Do you require nutritional assessments on patients: a. to be done within 72 hours after screens on patients at nutritional risk, including height, weight and pertinent laboratory tests? b. receiving enteral nutrition, total parenteral nutrition, peripheral parenteral nutrition? c. whose medical condition, surgical intervention, or physical status interferes with their ability to ingest, digest or absorb nutrients? d. who are diagnosed or present signs/symptom of a condition, which compromises nutrition status? (i.e.,	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

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<p>anorexia, bulimia, electrolyte imbalances, dysphasia, malabsorption, end-stage organ diseases, etc.)</p> <p>e. whose medical conditions can be adversely affected by their nutritional intake? (i.e., diabetes, congestive heart failure, patients taking certain medications, renal diseases, etc.)</p> <p>A-0629 COP §482.28(b)(1)</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
<p>Are patients identified as having an altered nutrition status re-evaluated as necessary?</p> <p>A-0628 COP §482.28(b)</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
<p>Do dietary services follow current national standards i.e., the current Recommended Dietary Allowances (RDA) or the Dietary Reference Intake (DRI) of the Food and Nutrition Board of the National Research Council?</p> <p>A-0629 COP §482.28(b)(1)</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
<p>Is there a current therapeutic diet manual that:</p> <p>a. is approved by the dietitian and medical staff?</p> <p>b. is readily available to all medical, nursing and food service personnel?</p> <p>c. is revised at least every five years?</p> <p>d. includes the therapeutic diets routinely ordered at the hospital?</p> <p>e. is in accordance with the RDA or DRI?</p> <p>f. is consistently used as guidance or ordering and preparing patient diets?</p> <p>A-0631 COP §482.28(b)(3)</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

Key Resources and Links

- [Survey and Certification Memo 14-33](#)
- [Survey and Certification Memo 15-22](#)
- [COP §482.28](#)