Meeting Nutritional Needs Policy

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1. **Policy Statement**

The Mungo Foundation believes that the provision of a healthy, nutritious and balanced diet is essential for the health and wellbeing of individuals. We recognise that many of the people we serve require support and care to ensure that they are properly hydrated and nourished. The organisation also believes that, with respect to food provided or prepared within the context of our service provision, we have a duty to ensure that all individuals are kept as safe as possible from food poisoning and related food-associated illness. We strive to minimize risk through the adoption of high standards of food hygiene and food preparation. For further information please see our Food Hygiene Policy.

2. **Aim of the Policy**

This policy is intended to:

- Ensure that individuals benefit from having food prepared for them that is of high quality, well presented and is nutritionally sound
- Ensure that those with special dietary needs are supported
- Protect individuals from food related illness.
- Set out the actions that the service will undertake in order to meet the above Regulations and Standards.

The Mungo Foundation believes that each individual has the right to a varied and nutritious diet that provides for their dietary needs and offers health, choice and pleasure. To accomplish this, each individual will be asked for their food preferences as well as their cultural, religious or health needs. We strive to ensure that individuals and/or their representative are involved in planning of meals and menus.

3. **What We Do in Relation to Meeting the Nutritional Needs of Individuals:**

- All food will be prepared, cooked, stored and presented in accordance with the standards required by the Food Safety Act 1990, the Food Safety (General Food Hygiene) Regulations 1995, the Food Safety (Temperature Control) Regulations 1995, and the Food Hygiene Regulations 2006.
- The nutritional needs of each individual will be assessed on admission to the service and thereafter on a regular basis.
• A formal and validated nutritional assessment tool will be used to assess the needs of those who are deemed to be at higher risk of malnutrition/dehydration (for example, individuals who experience physical illness, have reduced mobility, experience cognitive impairment, have a diagnosis of dementia as well as individuals experiencing frailty of old age).

• The Malnutrition Universal Screening Tool (MUST) is the tool that is used in our services for the assessment of individuals. However, where approved (by health or nutritional professionals) alternative tools can be used where this is deemed best or more appropriate for a given service group/individual.

• Each individual supported by the organisation will be encouraged and supported to eat three full meals each day, at least one of which will be cooked. However if the resident prefers smaller, more frequent snacks this will be catered for in the service provided.

• Where the service provided is not a 24 hours per day service and a risk of malnutrition has been identified, the service manager will ensure that areas of risk and need are clearly communicated to social work and health professionals involved in the care of the individual.

• Where ever possible individuals will be encouraged and supported to make their own hot drinks and snacks, either by supporting people to use facilities available to them, or by ensuring snacks and hot drinks are made available as and when they wish this.

• Religious, personal or cultural special needs will be recorded in the individual’s care/support plan and will be fully catered for as required.

• For individual’s lacking capacity or with communication difficulties The Mungo Foundation will work hard to ensure that individual choices and preferences are known and respected. Relevant tools such as picture menus, past history of food preferences, and other aids to communication are available.

• Menus will be created by staff with the individual and their family and/ or representatives.

• Menus will be changed regularly to increase variety and nutritional value.
• Special therapeutic diets will be recorded in the individual’s care/support plan after discussion with the relevant health or nutritional professional and the resident.

• The Mungo Foundation recognises that it is important not to rush mealtimes and will help create a relaxed atmosphere with individuals being given plenty of time to enjoy their food and drink.

• Individuals will be provided choice in relation to where they would like to eat their meals and be supported to do so.

• Food will be presented in a manner that is attractive and appealing.

• Where an individual requires a liquidised or soft diet, consideration should be given to the presentation of this.

• If an individual does not want or eat their chosen meal an alternative will be provided, or a meal replacement offered if appropriate. These changes should be recorded in the care/support plan.

• Staff will support individual’s to be as independent in feeding themselves as possible and will work to ensure their dignity while doing so. Eating difficulties will be identified within each individual care/support plan and a plan of assistance will be agreed, with the individual and/or their family/representative.

• The service will make whatever reasonable arrangements are necessary for an individual to be able to feed themselves with dignity and ease, including the provision of special eating aids and special food preparation. Assistance with feeding will be offered in a sensitive and dignified manner. Finger foods will be offered to those who have difficulty in holding eating implements.

• The nutritional model followed will be based around the Balance of Good Health Model. A framework developed jointly by the Health Education Authority, the Department of Health and the Ministry of Agriculture, Fisheries and Food, and intended to help people understand and enjoy healthy eating, its eight key principles for a healthy diet are as follows:
  - Food should be enjoyed
  - A variety of different foods should be eaten
  - The right amount should be eaten to maintain a healthy weight – Plenty of foods rich in starch and fibre should be included in the diet...
- Foods that contain a lot of fat should be avoided and sugary foods and drinks should not be eaten or drunk too often
- Vitamins and minerals in food are critical
- Alcohol consumption should be within sensible limits
- Menus should take into account any ethnic or cultural dietary needs of service users and should be sensitive to religious and cultural beliefs surrounding food.

Where the individual is continually making unhealthy food choices The Mungo Foundation will encourage and provide a format for discussion motivation & encouragement for Healthy eating. We will work with outside professionals such as GP’s, Health Living/lifestyle nurse and dietitians to provide a service that meet the needs and choices made by the individual.

3.1 Nutritional Screening
Nutritional Screening is undertaken by The Mungo Foundation to identify those at risk of malnutrition and to identify obesity. Screening is undertaken by a member of staff trained to understand the process, liaising closely with other professionals such as dieticians, speech & language therapists or the Healthy Living nurse.

The 5 step Malnutrition Universal Screening Tool (MUST) is used. Records are kept in the individual’s care/support plan and reviewed regularly.

3.2 Training
All new staff will be required to read this policy as part of their induction process. All staff will then undertake training in nutrition, the provision of a healthy balanced diet, food handling and in aiding service users with eating difficulties. The Mungo Foundation will ensure that all staff are appropriately qualified and are given ongoing training, supervision and support to develop their skills and ensure that their infection control techniques are up to date.

4. Care Templates and Tools That Can Be Used in the Administration of Nutritional Care

- TMF Nutritional Assessment and MUST score tool
- MUST Guidelines
- TMF Dependency Tool
- TMF Dehydration Care Plan Template
- TMF Food and Drink Preferences Template
5. Applicable Publications & Websites

- Nutrition support in adults (CG 32, NICE, 2006)
- Nutrition Action Plan (DH and Nutrition Summit stakeholders, 2007)
- Relevant evidence-based guidance about nutrition in health and social care settings published by expert and professional bodies
- Advice and training can also be sought from the "Dietician" and health professionals attached to GP surgeries
- Eating well; supporting older people and older people with dementia; Practical Guide for food in residential, nursing homes and community meals, Helen Crawley and Eric Hocking, The Caroline Walker Trust (www.cwt.org.uk)
- The Food Standards Agency (www.foodstandards.gov.uk)
- Examples of menus for Care Homes- The Food Standards Agency (www.foodstandards.gov.uk)
- National Association of Catering in Care (www.thenacc.co.uk)
- Government Healthy Living information (www.healthyliving.gov.uk)
- The Dementia Services Development Centre (www.dementia.stir.ac.uk)
- The British Dietetic Association (www.bda.uk.com)
- Eating for Health in Care Home. A practical nutrition handbook 2006 www.riph.org.uk
- Care Inspectorate Publication. Care Homes for Older People on Food and Nutrition publication code: HRC 0412-0-50