

# CHECKLIST FOR DINING REGULATIONS, PAGE 1

**INSTRUCTIONS:** Begin observing at the start of meal service and continue until people have finished eating. If the community has more than one dining area or people are eating in their rooms, go there and continue observing. Your goal is to see if there are sufficient people to help diners and to determine if the dining experience is a safe and positive one. Don't forget to ask diners their point of view about these dining areas. Always ask if there is documentation of training and monitoring when there is noncompliance in a regulation.

FOOD SERVICE REQUIREMENTS		Tag #	Yes 1 No 0
1.	Is food served, in the time frames that are suitable to the diner?	F725, F802	
2.	Does the community provide meals that are no greater than 14 hours between the evening meal and breakfast <b>unless a nourishing snack is served at bedtime?</b>	F809	
3.	Before people are given a clothing protector, are they asked if they want one?	F550	
4.	<b>Are drinks provided that are consistent with resident preferences, served at a safe and appetizing temperature,</b> and sufficient to maintain hydration? Are drinks within easy reach?	F682, F807, F692	
5.	Are people encouraged to consume liquids AND if a person refused to drink, are foods containing high amount of fluid offered as an option, i.e. ice cream, soup, fruit, pudding, etc.?	F692	
6.	Are suitable, nourishing alternative meals and snacks offered if resident wants to eat at non-traditional mealtimes?	F809	
7.	Are menus prepared in advance, provide alternatives and posted prominently for the resident?	F550, F804	
8.	Are diners given a choice of where to sit and with whom to eat with?	F550	
9.	Are diners properly positioned (i.e. less than 6" from table, correctly aligned)? Have people who depend on assistance been given a choice to eat privately or in public dining room?	F676, F677	
10.	Is the lighting comfortable with a minimum of glare and adequate enough to read a menu?	F920	
11.	Is the dining room free from loud noises and too much activity?	F584	
12.	Is the ventilation adequate and are dining areas free of offensive odors?	F920	
13.	Are people able to enter and exit the dining room independently, free from clutter or obstacles and sufficient people to assist the diner as needed?	F920	
14.	Is food provided that is palatable, attractive and <b>served at a safe and appetizing temperatures?</b>	F804	
15.	Was the menu followed, <b>updated periodically, reviewed and signed by a dietitian?</b>	F803	
16.	Food and drink is prepared and served in the proper consistency that is designed to meet individual needs and satisfaction. (Puree, ground, chopped, thickened?)	F804	
17.	Are diners accommodated by staff in a manner that promotes and honors choice? Ask diners <b>how food and drink choices accommodate his or her needs/preferences.</b> Are they happy with his or her diet choices?	F550, F803	
18.	Are foods prepared by methods that conserve nutritive value, flavor and appearance?	F804	
19.	<b>Are there appealing options,</b> of similar nutritive value and texture, available to residents who choose not to eat food that is initially served or request a different meal choice?	F806	
20.	Is a "homelike" environment provided? Are meal trays, overhead paging, medication administration, routine housekeeping services absent during meal service?	F584	
21.	Are non-disposable cutlery and plates always used?	F550	

		Tag #	Yes 1 No 0
22.	Do the menus reflect the religious and cultural needs of the resident population?	F803	
23.	Are assistive devices provided as needed and <b>used appropriately by the resident?</b> Are Proval, Kennedy, etc. cups offered as an option for serving beverages?	F810	
24.	Are proper tableware handling techniques followed? a. Does the eating surface of plates come in contact with clothing or bare hands of anyone who is handling food? b. Are cups and glasses held by servers on the outside of the container? Are only the handles touched on utensils so no bare hands contact eating surface?	F812	
25.	Are infection control practices used? Is the dining room clean, inc. tables, chairs, floors, centerpieces, etc? a. Observe whether people keep their hands away from hair and face when handling food.	F812	
26.	Are people who are preparing and serving food free from signs of infection? Observe whether people have any open areas on their skin, signs of infection, coughing, or other indications of illness.	F812	
27.	Observe whether dining staff: a. Waited for all people at a table to finish eating before scraping food off plates. b. Conversed with the diner rather than colleagues, describing featured entrée and meal choices c. Asked diner if help is needed with condiments, cutting meat, pouring beverage d. Spoke caringly and respectfully.	F550	
28.	Is there sufficient support staff to safely and effectively manage and carry out the functions of meal service?	F802	
29.	Is garbage covered and disposed of properly?	F814	
30.	Is food brought in from outside sources handled and stored properly?	F813	

INITIALS

DATE

Total /30

**PERFORMANCE RATING**

**SUCCESS RATE OF MEETING DINING STANDARDS**

Your performance rating is the percentage of dining standards being met as observed at the time of the survey

<b>27-30</b>	<b>Over 90%</b>	<b>0-3 Potential Violations</b>
<b>24-26</b>	<b>80 to 87%</b>	<b>4-6 Potential Violations</b>
<b>20-23</b>	<b>67 to 77%</b>	<b>7-10 Potential Violations</b>
<b>0-19</b>	<b>0% to 69</b>	<b>11-30 Potential Violations</b>

Question	WHY AREN'T REQUIREMENTS BEING MET AND IS TRAINING OFFERED.	✓

OBSERVER NAME/TITLE INITIALS/COMMUNITY

DATE