

## QUICK POLICY GUIDE CHECKLIST FOR FOOD FROM OUTSIDE SOURCES

**483.60 (i) Food Safety Requirements (F 813) Policy:** The use and storage of foods brought to residents by family and other visitors must be monitored to ensure safe and sanitary storage, handling, and consumption.

SUBJECT	ARE THESE GUIDELINES BEING MET?
<b>FOOD BROUGHT FROM OUTSIDE SOURCES</b>	Is staff taught the issues surrounding food from outside sources, how to support residents who want it and to ensure safe handling of such food by being on the lookout for people bringing food to residents?
<b>PRESCRIBED DIET PLANS</b>	Does the staff involved with serving food know the diet plan for the person he or she is serving? Who is responsible for managing resident's diet safety?
<b>STORAGE LOCATION</b>	Who is responsible for ensuring food safety practices when food is brought in from outside sources?
<b>FOOD CONTAINERS</b>	Are there re-sealable containers easily available for storage for easy use? How are these containers labeled? Is tape and pen conveniently located? What information is on the food label?
<b>COLD STORAGE</b>	Are temperature records of each cold storage unit maintained to ensure temperatures remain at or below 40 degrees for refrigerator and at or below 0 degrees for freezer?
<b>HEATING FOOD</b>	Does everyone know what temperatures food should be heated to? Is the temperature verified by a calibrated food thermometer?
<b>DISCARDING FOOD</b>	What is the policy for length of time to store foods? Whose is ultimately responsible for discarding food?
<b>FOOD HANDLING</b>	Does everyone know how to properly wash hands? Are gloves or clean utensils, such as tongs and serving ware easily available if needed by food handler?

### GUIDANCE

- Have a policy regarding the use and storage of foods brought in from outside sources
- Ensure staff assists the resident in accessing and consuming the food, if the resident is not able to do so on his or her own
- Staff must use safe food handling practices
- Store food brought in by family or visitors in a way that is either separate or easily distinguished from nursing home food
- Help family and visitors understand safe food handling practices (such as safe cooling/ reheating process, hot/cold holding temperatures, preventing cross contamination, hand hygiene, etc.)

### POTENTIAL TAGS FOR NONCOMPLIANCE

<b>F561 Self-determination:</b>	Determine if the community denied residents food from friends, family, visitors, or other guests.
<b>F581 Notice of Rights, Rules and Services:</b>	Determine if the policy is not provided orally AND in writing and in a manner the resident can understand.
<b>F812 Food Safety requirements:</b>	Determine if concerns are identified with the safe storage, handling, or service of food.

*This information is subject to applicable state and local laws or regulations.*