Name of Policy:	Monitoring of patients with missed meals		
Policy Number:	3364-104-319		MEDICAL CENTER
Department:	Food & Nutrition		
Approving Officer:	Director, Food & Nutrition		
Responsible Agent:	Food & Nutrition Management		
Scope:	Food & Nutrition Clinical Nutrition		Effective Date: 6/1/2022 Initial Effective Date: 4/2008
		al revision of existing policy of existing policy	

(A) Policy Statement

Food and Nutrition Staff monitors patients who are on a prescribed diet (including NPO) and have not called to order nor have received a meal.

(B) Purpose of Policy

To assure that patients are able to order room service and receive meals. To provide adequate nutrition to patients.

(C) Procedure

- 1. Food & Nutrition staff will generate a list of patients who have missed a meal at scheduled times throughout the day. Times report is generated is defined as:
 - a. Breakfast: 8:45a.m.
 - b. Lunch: 1:15 p.m.
 - c. Dinner: 6:30 p.m.
- 2. Staff will phone patient or nurse (if patient unavailable) and ask them if they would like to order the missed meal. If so, meal request is received, prepared and delivered to the patient. If no meal is desired, patient is marked as missed meal and nursing staff is notified. No more than one meal may be missed daily. If more than one meal is missed, notification is made to the Dietitian for follow-up.
- 3. Dietitian will screen patient for nutrition risk and modify care plan as needed.
- 4. All patients on carbohydrate-controlled meals will receive a meal if the patient and nurse cannot be notified of the missed meal.

Approved by: /s/ 5/16/22 Joshua Krupinski Date Director, Food & Nutrition	Review/Revision Date: 6/05 6/2/2008 7/1/2011 7/1/2014 4/1/2017 4/23/2019 5/16/2022
Review/Revision Completed By: Food & Nutrition	Next Review Date: 5/1/2025