

## Standard operating procedure for patient mealtimes

- Work as a team (Medical, Nursing and AHPs)
- Encourage visitors / relatives to help where appropriate
- Religious and cultural preferred meal options are available
- Patient nutrition and hydration is our priority during mealtimes
- Non-essential activity is avoided, urgent care must continue



### Getting ready



- ✓ Ring the bell 30 minutes before mealtimes.
- ✓ Highlight which patients are on the red tray system/NBM/modified diet etc.
- ✓ Note which patients are off the ward for procedures.
- ✓ Ensure patients have the opportunity to visit the toilet.
- ✓ Sit patients up or in their chair and clear their table.
- ✓ Offer hand wipes to patients and help them as necessary.

### The main event



- ✓ Ensure red trays are utilised for those patients highlighted.
- ✓ For patients requiring assistance, only serve food when staff are ready to assist.
- ✓ Ensure patients have cutlery, eating aids if required, appropriate drink and condiments.
- ✓ Cut up food, open packets and provide assistance if required.
- ✓ Check patients are happy with their choice of meal and have everything they need.

### Review and record



- ✓ Check if any meals not eaten and offer an alternative.
- ✓ If food is available, offer "seconds" to those who want it.
- ✓ Complete hydration and nutrition charts.
- ✓ Ask patients; "How was your meal?" and act on their response.
- ✓ Escalate any hydration and nutrition concerns to nurse in charge.

