



Moundridge

Manor

DIETARY VOLUNTEER
ORIENTATION

2021

Moundridge Manor, Inc.

INFECTION CONTROL *for* DIETARY SERVICES

There are special considerations you need to observe when serving food and drinks to our elders. Please refer to the ***Dining Room Infection Control Quality Assurance Monitor*** provided. This page gives you a list of actions that need to be abided by to prevent spread of infection. These actions are also monitored by the dining room coordinator.

Hand Hygiene needs to be performed in an effective manner so as not to miss any areas on the hands. (Refer to *How to Handrub* for proper hand hygiene procedure). Once you begin serving, you may use alcohol based hand rub as indicated within the ***Dining Infection Control Quality Assurance Monitor*** under "***Hands cleaned after***". Proper hand hygiene can be either handwashing or use of alcohol based hand rub. However, actual hand washing with soap and water shall be done:

- Upon arrival/before serving food
- After you use the restroom
- If hands become visibly soiled
- After touching garbage
- Before leaving the facility

Always dry hands thoroughly with disposable paper towels after handwashing.

Any item that is taken down the hallway needs to be covered. If you have your own drink, it should be covered. It is not advisable to set drink by the hand wash sink due to possible contamination.

Avoid touching any surface of utensils, plates, or cups that the resident's mouth may touch. If the buffet is in service, insist that a clean plate be used for any additional trips to the salad bar. Never touch a ready to eat item with your bare hands. Use tongs, gloves, or deli paper.

No resident shall share their food with another resident. If food is touched by another resident, provide a fresh menu item. If a plate of food is contaminated in any way, such as sneezing, etc., dispose of the food and a clean plate with fresh food will be served.

Cover any open cuts or abrasions on your hands or arms with a bio-occlusive dressing (Manor may provide) before serving.

Call for nursing staff should there be the need to clean up any bodily fluids in the dining room.

Wear gloves when clearing plates and cleaning tables. Perform hand hygiene after removal of gloves. Tables are to be sprayed and wiped to clean, then sprayed and allowed to dry to disinfect surface between residents.

You must contact your supervisor if you are feeling ill or have a fever. Do not come into the Manor if you are ill or have been exposed to a contagious disease.

READY *for* SERVICE

Table Cleaning and Sanitizing Procedure

1



SPRAY

with approved sanitizer to moisten debris

2



WIPE

to remove debris



3



SPRAY

with approved sanitizer and allow to air dry to sanitize

NEVER

-  *spray a table when residents are present. If you must sanitize an area, bring a rag sprayed over the sink basin with sanitizer.*
-  *take the bus cart around between tables until dining room is vacant*

REMEMBER: you must always wear gloves when handling soiled dishes or linens. Hands must be sanitized after removing gloves. Visibly soiled hands must be washed with soap and water.

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SPECIAL DIETS INFORMATION

In your role as host / hostess it will be critical to have some background information regarding special diets served to residents at Moundridge Manor. The particular diet a resident receives is ordered by their doctor, and we are to ensure they received the correct diet and food texture ordered.

Our residents may have a modified diet due to a food allergy. Some examples are:

- Gluten Free
- Lactose free
- Avoid certain food items such as peanuts
 - Signs of a serious allergic reaction include difficulty speaking, swelling to face/neck, difficulty breathing – notify nursing immediately if these are noted.

Our residents may have a need for altered texture of food. Some examples are:

- Mechanical soft
- Ground meat
- Pureed

Some residents may have swallowing problems with associated risk of aspiration. They may have an order for thickened liquids (decreases risk of aspiration). Residents with this special consideration most typically are assisted by nursing staff, but be aware of this possibility. Be aware of what the meal ticket says regarding resident's diet and preferences. If you have any questions – verify with kitchen staff.

Some examples of foods to be avoided when resident is gluten intolerant are:

- Wheat, rye, barley – often found in
 - Bread and baked goods
 - Pastas
 - Cereals
 - Crackers
 - Battered foods

Examples of foods to be avoided when lactose intolerant are:

- Milk, milk products – may be hidden in –
 - Soups
 - Gravies
 - Sauces
 - Salad dressings
 - Creamers

Reheating / Food Safety

If resident complains of hot food being cold, you may get a fresh item from the kitchen, or reheat food to 165 degrees F (there is a digital thermometer near the microwave), let stand 2 minutes and serve. Cold / hot food should not be eaten if it has set at room temp for more than 2 hours.



Dining Room Infection Control Quality Assurance Monitor**Month/Yr.** _____

Dining Room coordinators to conduct QA monitor of 3 observations of each practice monthly. Submit data to QAPI coordinator monthly

(Please write yes (check mark will indicate a that quality has been met) or write no in right hand columns to indicate whether monitor was met or not met. If it is nursing staff that fails the QA monitor, please note "nsg" with the no) Note date and time QA done. Goal is 100% compliance. Threshold is 90% (figured as 16 x 3 = 48. If there are more than 5 "no" in one QA, it will trigger more wide spread intervention). Every "no" will initiate retraining of individual involved. Signed by monitor(s) _____

Monitor			
Hold plates by having thumb on outer rim (not in food surface)			
Do not touch rim of glass for residents who drink from rim			
Use utensils or deli paper to touch ready to eat food. Bare hand contact with food is prohibited.			
Ice scoop handle will be placed in upright container (handle will not contact ice)			
Hands cleaned after:			
Moving chairs or equipment			
Between touching residents			
After removing aprons			
After putting away trays			
After clearing tables or wiping tables			
After helping a resident use washcloth			
After touching your own face or nose or mask			
Tables wiped and sanitized between resident use			
Bus cart left to one side – not pushed between tables where food is being consumed			
Used aprons are held away from clothing when carried to laundry basket.			
Flatware dropped on the floor is replaced.			
No food consumed near area where clean silverware is being wrapped			