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| Purpose: | Additional Precautions are used to prevent transmission of infections in health care settings. Staff interacting with these patients need clear guidelines to keep patients and themselves safe while providing meal trays. |
| Scope: | <ul style="list-style-type: none"> Nursing and Food Service Staff in Acute Care settings. Indications: Routine meal tray delivery and tray delivery to patients with contact, droplet or airbourne precautions. Exceptions: Outbreaks and exceptional infectious diseases require different procedures for food delivery that would be developed outside of this guideline. |
| Outcomes: | Patients in Acute Care settings receive hot meals in a timely manner. Staff minimize transmission of infections during the delivery and pick up of meal trays. |

1.0 Hand Hygiene

- Gloves are not required for the delivery of food to the unit/patient/resident/clients but are required for meal tray pick up.
- Employee must decontaminate hands (using Alcohol-based Hand Rinse or soap and water) in all of the following situations:
 - Prior to leaving and returning to the kitchen
 - Prior to starting meal delivery
 - Prior to entering or exiting each unit
 - Between each glove change
 - After meal delivery and pick up to patients on contact and droplet precautions.
 - As needed before handling the next tray (i.e. after touching light switches, bedside curtains, door knobs)

2.0 Sanitizing dishes and equipment

- Meal delivery trolleys and/or carts will be sanitized after returning to the kitchen after each meal or snack service.
- Disposable dishes and utensils **will not** be used for infection control reasons except for in extenuating circumstances

3.0 Food Handling and Preparation

- All Island Health staff who prepare food for others, must have successfully completed FOODSAFE level 1 within 5 years.
- For additional food preparation and handling measures during outbreaks, refer to Infection Prevention and Control Outbreak Guidelines.

4.0 Standard Tray Delivery and Pick Up Procedures

- Food Service Workers will not pick up any trays that contain bodily fluids or sharps. They will leave the tray in the patient's room and bring this to the attention of the nursing staff.
- Food Service Workers will not move any items on a patient's over bed table during meal delivery. If meal tray cannot be delivered due to a crowded over bed table, the meal tray will be left on the trolley or at the nursing unit desk.

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| | | Unit Staff | Food Services staff |
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| Routine (no contact precautions in place) | Delivery | Clear over bed table | Place the tray on the over bed table following standard tray delivery procedures |
| | Pick up | No preparations required | Wear gloves, pick-up tray and return it to tray cart. Gloves are removed upon completion of tray pick-up, discarded appropriately, hands are decontaminated prior to leaving unit |
| Contact Precaution (Orange and Yellow precautions) | Delivery | Clear over bed table | Place the tray on the over bed table following standard tray delivery procedures. Decontaminate hands before and after delivery of tray |
| | Pick up | No preparations required | Wear gloves, pick-up tray and return it to tray cart. Remove gloves, decontaminate hands and don new gloves prior to next tray pick-up |
| Droplet Precaution (Green) | Delivery Single Bed Room | Clear over bed table. Adhering to additional precautions, tray is taken from trolley and delivered by nursing staff | Trays are left on the trolley and unit staff is notified. Do not enter patient's/resident's/client's room |
| | Multiple Bed Room (patient on droplet precaution is behind curtain) | Tray for patient on precaution is delivered by nursing staff. | Patients not on precautions receive tray following standard tray delivery procedures. Do not deliver to patient on precautions. Leave tray on trolley and notify unit staff. |
| | Pick up Single Bed Room | Adhering to additional precautions, nursing staff will return tray to trolley | Does not apply- no pick up by Food Services |
| | Multiple Bed Room (patient on droplet precaution is behind curtain) | <u>For patient on precaution:</u> Adhering to additional precautions, nursing staff will return tray to trolley | <u>For patients not on precaution:</u> Wear gloves, pick-up tray and return it to tray cart. Remove gloves, decontaminate hands and don new gloves prior to next tray pick-up. |
| Airborne (Blue) | Delivery | Clear over bed table. Adhering to additional precautions, tray is taken from trolley and delivered by nursing staff | Trays are left on the trolley and unit staff is notified. Do not enter patient's/resident's/client's room |
| | Pick up | Adhering to Additional Pre-cautions, nursing staff will return tray to trolley | Does not apply- no pick up by Food Services |

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4.0 References

Public Health Agency of Canada. (2012). Routine practices and additional precautions for preventing the transmission of infection in healthcare settings. Ottawa, ON. Retrieved from: [https://www.picnet.ca/wp-content/uploads/PHAC Routine Practices and Additional Precautions 2013.pdf](https://www.picnet.ca/wp-content/uploads/PHAC_Routine_Practices_and_Additional_Precautions_2013.pdf)

5.0 Resources

Island Health Food Services Contacts page. Retrieved on August 29, 2017 at: https://intranet.viha.ca/departments/general_support/Pages/food.aspx.

Island Health. (March 1, 2008). [Food Services Policy](#).

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