

Procedures Manual

Title: ASSISTING RESIDENTS WITH EATING AND DRINKING

1.0 Scope

1.1 To provide assistance for residents with eating and drinking.

2.0 Aims and Values

2.1 To ensure appropriate assistance to residents who require help with eating and drinking.

2.2 To ensure that the dignity of residents is respected when staff are assisting residents with eating and drinking.

3.0 Contents

6.0 Assessment.

7.0 Preparation.

8.0 Giving residents assistance with eating and drinking.

9.0 Recording.

4.0 Referenced Documents

C4-023 Daily Living and Needs Assessment Form.

C4-079 Resident's Care Plan.

C4-081 Resident's Daily Report Record.

5.0 Responsibilities

5.1 The manager, senior staff and all care staff.

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This is the procedure to be followed

6.0 ASSESSMENT

- 6.1 Residents who are experiencing difficulties with eating and drinking should have their needs assessed using the Daily Living and Needs Assessment Form, C4-023.
- 6.2 The assessment should include the personal likes and dislikes of the resident.
- 6.3 The assessment should also cover the level of assistance required, and any cutlery or crockery utensils that may be of help to the resident.
- 6.4 Where possible, the level of assistance to be given should be discussed and agreed with the resident.

7.0 PREPARATION

- 7.1 Care staff should check the care plan to be aware of the level of assistance required and the resident's likes, dislikes and any special dietary requirements.
- 7.2 Care staff should check that the right cutlery or crockery is to be used.
- 7.3 The member of care staff should ensure that their hands are clean before they handle food.
- 7.4 The environment should be similar to that enjoyed by other residents, conducive to enjoyable eating and enabling interaction between residents.

8.0 GIVING RESIDENTS ASSISTANCE WITH EATING AND DRINKING

- 8.1 Care staff should sit down with the resident whom they are going to help feed, and not stand over them. The person should be encouraged and helped to wipe their hands and mouth whenever necessary. The resident's clothing should be protected with a napkin.
- 8.2 Residents should be given the appropriate utensils which will enable them to eat satisfactorily.
- 8.3 Residents should be supported to eat and drink in manageable quantities at their own pace. Food should be cut up where required.

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8.4 For someone who is visually impaired, care staff should arrange the food around the plate and tell the resident where it is.

8.5 Residents should always be encouraged to help themselves as much as possible.

9.0 RECORDING

9.1 The results of the resident's eating and drinking assessment should be recorded in their Care Plan, C4-079.

9.2 Where a member of staff becomes aware that a resident is having difficulty with eating and drinking, or where they are concerned that the resident is not eating as normal, the matter should be discussed with the senior member of staff on duty and a record made in the Resident's Daily Report Record C4-081.

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