



Title	Take-Away Foods Policy
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Equality & Diversity Impact Assessed	

TAKE-AWAY FOODS POLICY

Aim: while relatives should be discouraged from bringing in foods, staff should ensure that take away and other foods are dealt with in a safe manner to prevent food related illnesses

This document must be read in conjunction with 'FOOD & BEVERAGES ON WARDS' in NHS Borders Infection Control Policy Manual and Guidelines for Training Kitchens where applicable.

Any deviation from this for patient benefit must be documented in the patients' notes. A record should be made of the food eaten, the date and time of consumption, and where it was purchased or made

Standards

1. It is important that staff and patients are aware that patients may be susceptible to acquiring infection from take-away foods or foods brought in from out with healthcare premises
2. A record should be made in the patient's notes of the food eaten, the date and time of consumption, and where it was purchased. This is to allow access to a full food history, in the event of the patient(s) suffering from symptoms of food poisoning,
3. If several patients have eaten a meal from the same place this may be recorded in the ward diary as a single entry
4. The temperature of the food must be recorded before consumption. Hot food must be above 63°C. Take-away food not reaching this temperature **must** be discarded. (Seek advice from catering department with regard to food temperatures of that prepared and delivered from NHS Borders kitchens)
5. Food should not be reheated or saved
6. The food should be consumed immediately after purchase
7. If patients / relatives insist food is saved/consumed against advice, this should be documented in the patient's nursing notes in addition to the details described above,

It is the responsibility of the Ward / Departmental Manager to draw these guidelines to the attention of their staff.