

## Appendix A

### Health and Wellbeing Scrutiny Committee

#### Malnutrition in Hospitals: Policy Review recommendations 10/11

Ref	Recommendation	Action	Owner	Due Date	Progress Commentary
1.	The Trust should review roles and responsibilities to enhance patient choice which includes the role for volunteers and the role of the catering department;	<p>Extend Housekeeper Service and present options including cost and benefits to patients</p> <p>Ward presence by catering manager/supervisors - Ensure a formal schedule of ward visits is established with evidence of feedback from each visit with follow up action plans</p>	City Hospitals Sunderland	<p>August 2011</p> <p>Completed</p>	
2.	<p>To ensure rigorous monitoring the Board should analyse data on:</p> <ul style="list-style-type: none"> <li>- The number of patients identified as malnourished or at risk of malnourishment</li> <li>- The compliance rate with MUST</li> <li>- Targets to be set for improvement in compliance with screening</li> <li>- Actioning of MUST scores</li> </ul>	Monthly catering reports - Report to Nutritional Steering Group, highlighting follow up actions completed or outstanding	City Hospitals Sunderland	Completed	
3.	To support an approach of consistent best practice, the Trust should consider the use of all available communication tools for the promotion of nutrition for example, newsletters, bulletin boards, and internet to keep this as a priority in the minds of everyone all of the time, similar to the 'Wash Your Hands' campaign;		City Hospitals Sunderland		

4.	The Trust should aim to achieve consistency so that patient choice is delivered with access to a menu, easier access to appropriate versions of the menu, and consistent delivery of alternative menu choices;	<p>Menus displayed at all ward entrances</p> <p>Menus available at all bedsides</p> <p>Menu on 'Hospedia'</p> <p>Meal Ordering Pilot</p> <p>Electronic meal ordering - evaluation of options to be presented to Nutritional Steering Group</p>	City Hospitals Sunderland	<p>Completed</p> <p>Completed</p> <p>July 2011</p> <p>July 2011</p> <p>August 2011</p>	
5.	To enhance the eating environment and opportunities for patients to control their enjoyment of a meal, the Trust should consider the use of designated dining areas away from the bed where the physical layout allows this;		City Hospitals Sunderland		
6.	<p>To enhance the quality of food the following options should be consistently applied and communicated to patients:</p> <ul style="list-style-type: none"> <li>- A range of common condiments and sauces should be available either routinely or on request</li> <li>- Portion sizes should be offered to patients in small, medium and large sizes</li> <li>- Milky drinks should be offered to patients in the evenings</li> <li>- Handy snack boxes of pre-packaged fruit, cheese, biscuits should be readily available to patients; and</li> </ul>	<p>New beverage trolley - maximise opportunities to offer increased range of choice of beverages and lite bite items from trolley. Ensure full training and consultation, with established standard operational procedures</p> <p>Food Choices - Develop lite bite offering in line with new beverage trolley</p>	City Hospitals Sunderland	<p>August 2011</p> <p>August 2011</p>	

7.	To further enhance assistance to patients a red tray system should be provided to ensure a link between a patient needing assistance and an uneaten meal left on the plate.		City Hospitals Sunderland		
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