



<b>Purpose:</b>	Additional Precautions are used in addition to Routine Practices to prevent the transmission of infections in health care settings. The purpose of this guideline is to provide clear guidance for Food Services staff who deliver meal trays in Acute Care settings in order to reduce the risk for infections in patients and staff.
<b>Cultural Safety and Humility:</b>	<p>Island Health offers programs and services on the unceded and traditional territories of the Coast Salish, Nuu-chah-nulth, and Kwakwaka'wakw Peoples.</p> <p>As a signatory to the 2015 Declaration of Commitment to Cultural Safety and Cultural Humility, Island Health is committed to addressing the ongoing impacts of colonialism and Indigenous-specific racism in order to provide a culturally safe, inclusive, healthy and respectful environment.</p> <p>The organization is committed to strengthening diversity, equity and inclusion to enable excellence in health and care for everyone, everywhere, every time. Through these commitments, Island Health strives to deliver the highest possible standard of care and to promote safe workplaces.</p>
<b>Scope:</b>	<ul style="list-style-type: none"> <li>• <b>Audience:</b> Nursing and Food Service Staff in Acute Care settings</li> <li>• <b>Environment:</b> <ul style="list-style-type: none"> <li>○ Island Health-wide</li> <li>○ Acute Care</li> </ul> </li> <li>• <b>Indications:</b> Routine meal tray delivery and tray delivery to patients with contact, droplet or airborne precautions</li> <li>• <b>Exceptions:</b> <ul style="list-style-type: none"> <li>○ Long-Term Care and Community settings</li> <li>○ Outbreaks and exceptional infectious diseases may require specific guidance restricting access to patient rooms.</li> </ul> </li> </ul>
<b>Outcomes:</b>	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

1.1 Gloves are not required for the delivery of food to the unit or patient but are required for meal tray pick up

1.2 Employee shall perform hand hygiene (using Alcohol-Based Hand Sanitizer or soap and water) at each of the following moments:

- 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 or Contact Plus precautions.
- As needed before handling the next tray (i.e. after touching light switches, bedside curtains, elevator buttons, door knobs).

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### 2.0 Sanitizing Dishes and Equipment

- 2.1.1 Meal delivery trolleys and/or carts are sanitized after returning to the kitchen after each meal or snack service
- 2.1.2 Disposable dishes and utensils **are not** required for infection prevention control reasons under routine circumstances.

### 3.0 Standard Tray Delivery and Pick up Procedures

- 3.1.1 Food service workers do not pick up any trays that contain bodily fluids or sharps. The tray is left in the patient's room for care staff to remove.  
In the event a meal tray is inadvertently picked up with a sharp or bodily fluid and returned to the kitchen, Food Service Supervisor submits a [Patient Safety and Learning System report \(PSLS\)](#) and ascribes to the Food Service Manager/Coordinator for any further investigation and/or follow up.
- 3.1.2 Food service workers do 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 is left on the trolley or at the nursing station desk.
- 3.1.3 Food service workers do not move any items on a patient's over bed table during meal delivery. If a meal tray cannot be delivered due to a crowded over bed table, the meal tray is left on the trolley or at the nursing station desk.

### 4.0 Outbreaks and Alerts

- 4.1.1 During Outbreaks and Internal Alert situations, food delivery is determined by the Outbreak Management Structure (OMS).
  - 4.1.1.1 Refer to IPAC [OMS-Enhanced Measures and Outbreak Management](#) intranet page.

### 5.0 Definitions

- **Additional Precautions:** Interventions implemented for certain pathogens or clinical presentations in addition to routine infection control practices, to reduce the risk of transmission of microorganisms from patient to patient, patient to HCP, and HCP to patient.
- **Contact Precautions:** Used in addition to Routine Practices to reduce the risk of transmitting infectious agents via direct or indirect contact with an infectious person
- **Contact Plus Precautions:** Used in addition to Routine Practices when sporicidal cleaning is indicated, PPE is consistent with Contact Precautions. "Plus" indicates twice-daily environmental cleaning and disinfection with sporicidal disinfectant. Second round of cleaning-disinfection is 6-8 hours after the first and targets frequently touched surfaces and bathrooms.
- **Internal Alert:** Initial steps taken on identification of more than one patient with symptoms of viral respiratory illness or gastrointestinal illness. Alerts are implemented to prevent further transmission or escalation to an outbreak
- **Outbreak:** An excess over the expected incidence of disease within a geographic area during a specified time period, synonymous with epidemic. E.g., viral respiratory illness (VRI), gastrointestinal (G.I.) infection.

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- **Sanitizing Dishes and Equipment:** Refer to Food Safety and Sanitation Plan for your site for guidance on cleaning and disinfecting all tools and equipment (including which product to use, contact time, etc.)

### 6.0 Related Island Health Policy Documents

- [Hand Hygiene Policy](#)
- [Hand Hygiene Procedure](#)
- [Patient Safety Incident Management Policy](#)
- [Patient Safety Incident Disclosure Procedure](#)

### 7.0 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)

### 8.0 Resources

- Island Health Food Services Contacts page. Retrieved on August 29, 2017 at: [https://intranet.viha.ca/departments/general\\_support/Pages/food.aspx](https://intranet.viha.ca/departments/general_support/Pages/food.aspx). Island Health. (March 1, 2008). [Food Services Policy](#)
- IPAC [OMS-Enhanced Measures and Outbreak Management](#)
- [Patient Safety Learning System \(PSLS\)](#)

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### Appendix A: Management of Tray Delivery

Type of Precaution	Delivery/ Pick up	Unit Staff	Food Services Staff
Routine (no additional precautions in place)	<b>Delivery</b>	Clear over bed table	Place the tray on the over bed table following standard tray delivery procedures. Gloves are not required
	<b>Pick up</b>	No preparations required	Wear gloves, pick up tray and return to tray cart. Gloves are removed at the following moments: <ul style="list-style-type: none"> <li>- After all trays are picked up in the unit</li> <li>or</li> <li>- If they become soiled during pick-up</li> </ul> Always discard gloves appropriately and perform hand hygiene prior to leaving unit or continuing.
Type of Precaution	Delivery/ Pick up	Unit Staff	Food Services Staff
Contact Precautions (Yellow)	<b>Delivery</b>	Clear over bed table	Place the tray on the over bed table following standard tray delivery procedures. Perform hand hygiene before and after delivery of tray.
	<b>Pick up</b>	No preparations required	Wear gloves, pick-up tray and return it to tray cart. Remove gloves, perform hand hygiene, and don new gloves prior to next tray pick-up.
Type of Precaution	Delivery/ Pick up	Unit Staff	Food Services Staff
Contact Plus Precautions (Brown)	<b>Delivery</b>	Clear over bed table. Adhering to additional precautions, tray is taken from trolley and delivered by nursing staff.	<b>Do not enter patient's room</b> Trays are left on the trolley and unit staff is notified.
	<b>Pick up</b>	Adhering to additional precautions, nursing staff will return tray to trolley.	<b>Does not apply-no pick up by Food Services</b>

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Type of Precaution	Delivery/ Pick up	Unit Staff	Food Services Staff
Droplet & Contact Precautions (Orange)	<b>Delivery</b>		
	<b>Single Bed Room</b>	Clear over bed table. Adhering to additional precautions, tray is taken from trolley and delivered by nursing staff.	<b>Do not enter patient's room</b> Trays are left on the trolley and unit staff is notified.
	<b>Multiple Bed Room</b> (patient on droplet precaution is behind curtain)	<u>For patient on precaution:</u> Tray is taken from trolley and delivered by nursing staff.	<u>For patients not on precaution:</u> Place the tray on the over bed table following standard tray delivery procedures. Perform hand hygiene before and after delivery of tray.  <b>Do not deliver to patient on additional precautions.</b> Trays are left on the trolley and unit staff is notified.
	<b>Pick Up</b>		
	<b>Single Bed Room</b>	Adhering to additional precautions, nursing staff will return tray to trolley.	<b>Does not apply- no pick up by Food Services</b>
	<b>Multiple Bed Room</b> (patient on droplet precaution is behind curtain)	<u>For a 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, perform hand hygiene and don new gloves prior to next tray pick-up
Type of Precaution	Delivery/ Pick up	Unit Staff	Food Services Staff
Airborne (Green)	<b>Delivery</b>	Clear over bed table. Adhering to additional precautions, tray is taken from trolley and delivered by nursing staff.	<b>Do not enter patient's room</b> Trays are left on the trolley and unit staff is notified.
	<b>Pick up</b>	Adhering to additional precautions, nursing staff will return tray to trolley.	<b>Does not apply-no pick up by Food Services</b>

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Type of Precaution	Delivery/ Pick up	Unit Staff	Food Services Staff
Airborne Contact (Pink)	<b>Delivery</b>	Clear over bed table. Adhering to additional precautions, tray is taken from trolley and delivered by nursing staff.	<b>Do not enter patient's room</b> Trays are left on the trolley and unit staff is notified.
	<b>Pick up</b>	Adhering to Additional Precautions, nursing staff will return tray to trolley.	<b>Does not apply- no pick up by Food Services</b>

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