

# Policies and Procedures

## Personal Food Storage

### Policy:

Designated staff will monitor foods and beverages brought in from outside sources for storage in facility pantries, refrigeration units, or personal room refrigeration units.

### Procedure:

1. Individuals will be educated on safe food handling and storage techniques by designated facility staff as needed. Staff will examine food for quality (visual, smell, packaging) to identify potential concerns.
2. Foods and beverages brought in from outside sources will be labeled with the patient/resident's name and date.
3. Staff will provide information on safe food storage and handling as deemed appropriate. (For suggestions, see *Resource: Food Safety for Your Loved One* on the following page.)
4. Designated facility staff will be assigned to monitor individual room storage and refrigeration units for food or beverage disposal, using the tips in the *Resource: Food Safety for Your Loved One* (on the following page).
5. All refrigeration units will have internal thermometers to monitor for safe food storage temperatures. Units must maintain safe internal temperatures in accordance with state and federal standards for safe food storage temperatures. Staff will monitor and document unit refrigerator temperatures.

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## Resource: Food Safety for Your Loved One

If you plan to bring food into the facility for your loved one, please be sure that the food is handled safely.

### Food or beverages should be labeled and dated to monitor for food safety:

- Food or beverages in the original containers marked with manufacturer expiration dates and unopened do not have to be re-labeled for storage.
- Raw eggs or dishes made with raw eggs for consumption (i.e. eggnog, poached eggs) are not permitted.
- Foods or beverages that have passed the manufacturer's expiration date should be thrown away.
- Food or beverage items without a manufacturer's expiration date should be dated upon arrival in the facility and thrown away three days after the date marked.
- Foods in unmarked or unlabeled containers should be marked with the current date the food item was stored and the resident's /patient's name.
- Any suspicious or obviously contaminated food or beverages should be thrown away immediately.
- No food should be shared with others, unless approved by a nurse or food service manager.

### Foods should be cooked to safe internal temperatures:

- Ground meats: 155° F for a minimum of 15 seconds.
- Fish, pork and other meats: 145° F for a minimum of 15 seconds.
- Stuffed meat, poultry, fish or pasta: 165° F for a minimum of 15 seconds.
- Eggs: 145° F if cooked for immediate service, 155° F if held for service.
- Food cooked in microwave: 165° F (and let stand for 2 minutes).
- Cooked food that is cooled and reheated: 165° F for a minimum of 15 seconds.

### Foods should be stored at the appropriate temperature to maintain safety:

- Cold foods: Less than 41° F.
- Hot foods: Hold at 140° F or higher.
- Foods that are leftover should be stored promptly and cooled to 41° F or less within 4 hours.
- Foods that are leftover should be reheated to an internal temperature of 165° F for a minimum of 15 seconds.

