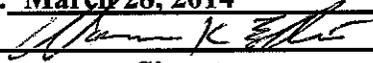


**DIVISION OF DEVELOPMENTAL DISABILITIES SERVICES
COMMUNITY SERVICES**

HEALTH CARE SERVICES PROTOCOL #4

NUTRITION MANAGEMENT GUIDELINES

Prepared by: Susan Poore, RN
Thomas Kelly, M.D.
Last Revision Date: July 2, 2008

Revised by: Best Practice Committee
Revision Date: March 28, 2014
Approved by: 
Signature
Date Approved: 4/2/14

I. OBJECTIVE:

To effectively and efficiently monitor and promote nutritional health and safety for the individuals we serve.

II. DEFINITIONS:

A. Nutritional Screening

Basic review of factors related to nutritional health.

B. Nutrition Assessment

Comprehensive evaluation of overall nutritional health will be completed, taking into account subjective and objective factors such as: nutritional requirements, medical diagnoses, appetite/intake, height/weight changes, relevant lab values, skin condition, relevant medications, lifestyle, food preference, swallow status, and diet order.

III. STANDARDS:

- A.** The Registered Dietician (RD) will complete a Nutritional Assessment on all individuals upon admission to the Division of Developmental Disabilities Services (DDDS). The assigned Nurse Consultant will notify the RD of any new admissions via email or phone within the first 30 days. The Nurse Consultant will complete the referral form (See Exhibit A) and fax to the RD. The assessment will be documented on a form as deemed appropriate by the RD and returned to the nurse via email. The document will then be scanned into the electronic record within the appointment section.
- B.** Annually, a nutritional screening will be performed by the Nurse Consultant for all individuals. The screening will be part of the Electronic Comprehensive Health Assessment Tool (eCHAT). During this review, if the nurse deems it necessary, a referral to the RD will be completed. (See

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Exhibit A). The RD will document his/her findings in the T-log section of the electronic record.

- C. An individual can be referred to the RD anytime if the nurse deems the individual's health status warrants. Also, at the request of the individual, family, guardian, or health care provider, the Nurse Consultant can complete a referral to the RD. The RD will document his/her findings in the T-log section of the electronic record.
- D. Nutritional status will be discussed by the interdisciplinary team with the individual and their advocates/family at the time of the Annual ELP. Outcomes of that process shall be documented in the ELP.

IV. ATTACHMENTS:

EXHIBIT A: Nutrition Referral

V. REFERENCES:

- A. Nutrition for Individuals with Intellectual Disabilities or Developmental Disabilities. (2005). *Montana Disability and Health Program*. Retrieved from http://mtdh.ruralinstitute.umt.edu/?page_id=813
- B. Eat Well to Feel Well: Your Plan for Good Health. (2005). *Montana Disability and Health Program*. Retrieved from http://mtdh.ruralinstitute.umt.edu/?page_id=815

DIVISION OF DEVELOPMENTAL DISABILITIES SERVICES
COMMUNITY SERVICES

NUTRITION REFERRAL

Date: _____

Individual's Name: _____

Date of Birth: _____

Provider Agency: _____

Phone #: _____

Address: _____

Nurse Consultant: _____

Phone #: _____

Email Address: _____

Fax #: _____

Reason for Referral: New Admission

Other, Explain: _____

Information Requested: (Scanned and Emailed)

Current Height: _____

Current Weight: _____

Current Diet/Tube Feeding Order: _____

DX: _____

SEND CURRENT MAR

Comments: _____

