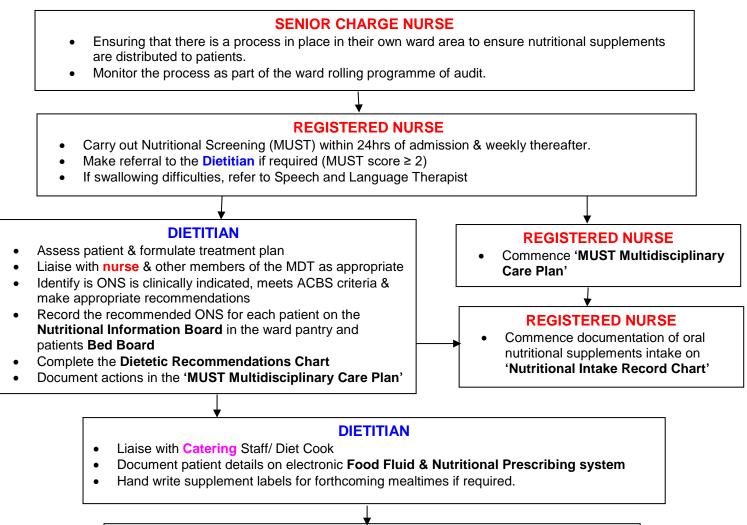
Responsibility for the appropriate provision of Oral Nutritional Supplements (ONS)



CATERING

- Print supplement labels for each item daily
- Affix named patient labels to each individual supplement/ snack
- Prepare supplements for transport at every mealtime, ensuring Best Before Date (BBD) is checked prior to issue.
- Place supplements on top of corresponding ward trolley

DOMESTIC STAFF/ HOUSKEEPERS

 Remove supplements/ snacks from the meal trolley when it arrives on the ward and place them in the fridge/ ward pantry as appropriate

REGISTERED NURSE/HCSW

- Issue prescribed ONS to individual named patients at the appropriate time and in the appropriate consistency, outwith mealtimes, ensuring BBD is checked prior to issue.
- Assist and encourage the patient to take the prescribed supplement as required
- Document that the patient has been given their supplement on the 'Nutritional Intake Record Chart'.
- Monitor and document how much of the supplement has been consumed, likes/ dislikes etc. on the
- 'Nutritional Intake Record Chart'
- Feedback tolerance/ intake to the Dietitian/ Dietetic assistant Practitioner/ Dietetic Support Worker
- Maintain up to date information in the 'MUST Multidisciplinary Care Plan'
- Return any supplement not issued to the Catering department, with the identification label intact.
- Inform Catering & Dietetics if the patient transfers ward or is discharged to allow for ONS to be sent to the correct ward/ supply be given for discharge etc.