

## E.21 Nutrition Screening

### 1.0 INTRODUCTION/BACKGROUND

*The National Health and Medical Research Council says that*

Although nutritional needs differ at different stages of life, good nutrition is as important for healthy ageing as it is for every stage through the lifecycle. Poor nutrition should not be considered an inevitable consequence of ageing. However the nature of ageing, and the particular health conditions that can accompany ageing, can lead to poor nutrition which in turn has negative flow on effects if unaddressed. Conversely, poor nutrition can hasten the ageing process and over-nutrition (obesity) is a strong contributing factor in the onset of such chronic diseases such as type-2 diabetes and cardiovascular disease.

Mercy Services has a Best Practice Guideline regarding Nutrition and Food Safety. (..\..\Shared\Quality Improvement\Best Practice Guides). This Guideline draws upon recent systematic reviews, controlled studies and expert opinions. These summarise the best available evidence for interventions likely to prevent malnutrition and other nutrition based illnesses among elderly persons living in a variety of settings.

*Over two-thirds of acute geriatric medical admissions to hospital and over 50% of housebound, hostel and nursing home residents have some form of significant under nutrition. At least 30% of independent community living elderly are undernourished. 80% of under nutrition goes unrecognised.<sup>2</sup>*

*Suboptimal intakes of fruit and vegetables have been associated with an increased risk of chronic disease. The World Health Organisation estimates that low intakes of fruit and vegetables alone account for 31% of heart disease cases and 11% of stroke.<sup>3</sup>*

In the publication Identifying and Planning Assistance for Home-based Adults who are Nutritionally at Risk, the Nutrition Screening Initiative, 1992 is quoted as saying

*“Nutritional screening” is the process of identifying characteristics known to be associated with dietary or nutritional problems. Its purpose is to differentiate individuals who are at high risk of nutritional problems or who have poor nutritional status. For those with poor nutritional status, screening reveals the need for an in-depth nutrition assessment which may require medical diagnosis and treatment as well as nutrition counselling, as a specific component in a comprehensive health care plan.<sup>4</sup>*

### 2.0 SCOPE

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<sup>1</sup> National Medical Health Research Council

<sup>2</sup> Lipski P. (2006) p.4

<sup>3</sup> Diabetes Australia-NSW (2008) p.3

<sup>4</sup> Rural and Regional Health and Care Services Division, Victorian Government Department of Community Services 2(2001) page26

The purpose of this policy is to outline the need for, and process of, nutritional screening of Mercy Services clients as a preventative to malnutrition and other diseases linked to nutrition.

### **3.0 POLICY STATEMENT**

Mercy Services will take reasonable efforts to identify clients at risk of malnutrition and to ensure that nutritionally sound meals are provided at all Mercy Service venues that prepare and provide meals to clients.

Where clients are identified as being at risk of malnutrition Mercy Services aims to provide appropriate response and action to promote healthy eating and to address risk factors. This may include encouragement to seek the assistance of their GP or Dentist or enabling clients to access and prepare more nutritional meals.

### **4.0 PROCEDURES**

#### **4.1 *Identifying those at risk of Malnutrition or Nutrition Related Illness***

Coordinators will use the Health Conditions Profile from the ONI as a nutrition risk screening tool. to assess the risk status of elderly clients and for younger clients with a disability (NDIS, HSP and HCP clients):

- (i) At initial assessment; and
- (ii) following a change of risk factor and
- (iii) at 12 monthly review.

Where a client is observed to have nutritional risk/s the Coordinator will discuss these with the client (and their GP or other authorised person e.g., Guardian in line with Privacy Policy). The Coordinator may request that they consider assessment by a Dietician, Dentist or Speech Pathologist depending on the cause of concern.

Coordinators will document actions they have taken to identify and respond to nutrition risks in file notes. Coordinators will add to the Care Plan any nutrition risk prevention actions that have become part of the ongoing service. Any steps to prevent nutritional risk added to the client's Care Plan are reviewed at least annually.

Staff and volunteers are instructed to inform their Coordinator if they think clients have physical/mental conditions that could increase the likelihood of being at nutritional risk.

#### **4.2 *Client Education on good nutrition***

Coordinators will provide brochures, booklets and other educational material to the client and their family/significant others regarding good nutrition and healthy eating, if appropriate. Information should be offered in languages other than English if requested.

Available Resources

- National Health and Resource Council – brochure  
[https://www.nhmrc.gov.au/files\\_nhmrc/publications/attachments/n55g\\_adult\\_brochure.pdf](https://www.nhmrc.gov.au/files_nhmrc/publications/attachments/n55g_adult_brochure.pdf)  
see appendix 2
- Meals on Wheels - booklet  
<http://www.mealsonwheelssa.org.au/files/8471-MOW-Healthy-Eating-October12.pdf>

#### 4.3 **Supporting Good Nutrition of individuals**

Coordinators and staff will:

- a) encourage clients to have a regular medical review and to discuss concerns relating to sudden weight loss/gain, swallowing or chewing difficulties with their GP.
- b) speak to the client/the client's GP about the possibility of supplements if they are concerned about a client's weight loss.
- c) encourage clients to have a regular dental check-up.
- d) provided with training in oral health care practices if needed.<sup>5</sup>
- e) Encourage clients with dementia to use a high fluoride toothpaste.<sup>6</sup>
- f) Ensure that clients attending Mercy Services Centre Based Day Care/Meals and the Elderly Citizens Centre will be offered appropriate and adequate food and fluid.
- g) Ensure that clients receiving frozen meals will be offered an appropriate range of meals that include nutritional guideline labelling on each pack and choices that comply with special dietary and cultural needs.
- h) encourage clients to buy and prepare nutritional foods.
- i) encourage clients to use community nutritional support services such as Meals-on-Wheels programs, if the client appears to have difficulty preparing their own meals.
- j) prepare food for clients with dementia they will ensure it is presented in an appealing manner.
- k) eat with clients or ensure the client has company during their meal – especially if the client has dementia.
- l) encourage a client who has weight loss and little appetite to drink a liquid supplement an hour before the meal.
- m) include physical activities and walking as part of their activities in Mercy Services Day Centre and Social Support activities

#### 4.4 **Safe food preparation and storage**

Mercy Services staff will:

- a) Always wash hands before preparing or serving food.<sup>7</sup>
- b) have a comprehensive food safety system/plan for Day Centre/Centre based meal kitchens.
- c) Ensure Mercy Services Day Centre/Centre based meal kitchens are supervised by a staff person with appropriate food safety training.
- d) Wash all food preparation and storage items well after use.
- e) Store raw foods down low in the fridge and check fridge temperatures regularly.
- f) always return foods and left-overs to the refrigerator as soon as possible.
- g) Thaw frozen meats in the refrigerator.
- h) stored in the refrigerator any cooked, pasta and rice.

<sup>5</sup> King P (2006) p.7.

<sup>6</sup> Ibid p.7.

<sup>7</sup> Department of Health and Ageing & NHMRC (2005) p.22

- i) Where appropriate, incorporate education into the client's Care Plan ensuring that, where possible, people retain information on visual clues of harmful indicators in food and the environment.<sup>8</sup>
- j) Provide education to older people about reading expiry dates on labels prior to eating perishable foods and to date opened food containers or stored food.<sup>9</sup>
- k) monitor foods brought by family members from home to ensure timely refrigeration and proper reheating, if necessary.<sup>10</sup>

#### 4.5 Staff/Volunteer Education

Mercy Services will provide training to relevant staff on nutrition for the elderly. These sessions will be evaluated and any necessary changes made as a result of findings.

#### 4.6 Compliance

Compliance with this policy is being measured by:

- a) At least 90% compliance scores in audit client files (ONI Health Conditions Profile and appropriate Care Plan).

#### 4.7 Evaluation

The performance indicators for the evaluation of this policy are:

- a) 90% average satisfaction from clients in the biennial Client Satisfaction Survey.

### 5.0 REFERENCES

|                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|-----------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>1. Australian Standards</b>    | a) AS/NZS 4360:2004 — Risk Management                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>2. Legislation</b>             | a) Work Health and Safety Act, 2011 (NSW)<br>b) Work Health and Safety Regulations, 2011 (NSW)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>3. Professional guidelines</b> | Australian Dietary Guidelines (2013)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>4. Codes of Practice</b>       | <u><a href="#">M:\Shared\Quality Improvement\Best Practice Guides\h_Nutrition and Food Safety.doc</a></u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>5. Codes of Ethics</b>         | a) Australian Association of Social Workers Code of Ethics<br><u><a href="http://www.aasw.asn.au/document/item/1201">http://www.aasw.asn.au/document/item/1201</a></u><br>b) Australian Psychological Association Code of Ethics<br><u><a href="http://www.psychology.org.au/Assets/Files/Code_Ethics_2007.pdf">http://www.psychology.org.au/Assets/Files/Code_Ethics_2007.pdf</a></u><br>c) The Nursing and Midwifery Board of Australia. Registration Requirements<br><u><a href="http://www.nursingmidwiferyboard.gov.au/Registration-Standards.aspx">http://www.nursingmidwiferyboard.gov.au/Registration-Standards.aspx</a></u><br>d) Integrity in the Service of the Church<br><u><a href="https://www.catholic.org.au/media-centre/media-releases/cat_view/10-organisations/38-national-committee-for-professional-standards">https://www.catholic.org.au/media-centre/media-releases/cat_view/10-organisations/38-national-committee-for-professional-standards</a></u><br>Mercy Services Code of Conduct |
| <b>6. Evidence</b>                | a) Diabetes Australia-NSW (2008) Submission to the inquiry into obesity in Australia. Health and Education Division Diabetes Australia- NSW.<br>b) Lipski, P. (2006) Undernutrition in the housebound elderly Conference paper in Nutritional Care of the Housebound Elderly.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |

<sup>8</sup> Pamaiahgari, P BDS (2010)

<sup>9</sup> Ibid.

<sup>10</sup> Yen, P. (2003) p 376.

|                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|---------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                 | <p>Notes from the Conference held at the University of Sydney, 4 November 2005. North Sydney, Central Coast Area Health Service. p.4-5.</p> <p>c) National Health and Medical Research Council<br/> <a href="https://www.nhmrc.gov.au/guidelines/publications/n55">https://www.nhmrc.gov.au/guidelines/publications/n55</a></p> <p>d) Rural and Regional Health and Care Services Division, Victorian Government Department of Community Services . Identifying and Planning Assistance for Home-based Adults who are Nutritionally at Risk: Executive Summary<br/> <a href="http://www.health.vic.gov.au/hacc/downloads/pdf/executivesummary.pdf">http://www.health.vic.gov.au/hacc/downloads/pdf/executivesummary.pdf</a></p> <p>Rural and Regional Health and Care Services Division, Victorian Government Department of Community Services 2(2001) page26</p> |
| <b>7. Mercy Services Values</b> | Justice, Respect, Care, Unity, Service                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |

## 6.0 OTHER RELATED POLICIES AND PROCEDURES

- A.01 Mission and Philosophy
- A.03 Code of Conduct (staff and volunteers)
- A.05 Reconciliation
- C.04 Program Performance & Monitoring
- C.05 Quality Improvement
- E.01 Guarantee
- E.02 Service Access and Equity
- E.03 Meeting Individual Needs
- E.05 Client Participation, Decision Making & Advocacy
- E.06 Involvement of Families and Friends
- E.08 Complaints
- E.09 Client Records
- E.10 Nursing Care
- E.11 Coordination with other services
- E.13 Cultural Awareness
- E.14 Duty of Care
- E.15 Privacy Policy
- G.06 Safe Home Visiting Policy & Procedure

## 7.0 RELATIONSHIP WITH STANDARDS

| <b><i>Aged Care Accreditation Standards</i></b>                                           | <b><i>Home Care Standards</i></b>                     | <b><i>Disability Standards</i></b>                                        | <b><i>EQiP Standards</i></b>                    |
|-------------------------------------------------------------------------------------------|-------------------------------------------------------|---------------------------------------------------------------------------|-------------------------------------------------|
| 1.1, 1.2, 1.3, 1.6, 1.7, 1.8, 1.9, 2.1, 2.3, 2.6, 2.10, 3.1, 3.3, 3.6, 3.9, 4.1, 4.7, 4.8 | 1.4, 1.5, 1.6, 1.7, 1.8, 2.2, 2.3, 2.4, 2.5, 3.1, 3.5 | 1.1, 1.3, 1.4, 1.7, 1.8, 1.9, 2.1, 3.1, 3.2, 3.4, 3.5, 4.4, 4.5, 5.1, 5.2 | 1.1.1, 1.1.2, 1.2.1, 1.3.1, 1.4.1, 1.5.2, 1.5.7 |

## 8.0 DOCUMENT CHANGES RECORD

| <b><i>Dates of change</i></b> | <b><i>Section altered</i></b> | <b><i>Natures of changes made</i></b> |
|-------------------------------|-------------------------------|---------------------------------------|
| 31/07/2014                    | All                           | First record of document              |

APPENDIX 1



# Healthy eating for adults

EAT FOR HEALTH AND WELLBEING



## WHAT ARE THE DIETARY GUIDELINES?

The *Australian Dietary Guidelines* provide up-to-date advice about the amount and kinds of foods that we need to eat for health and wellbeing. They are based on scientific evidence and research.

The *Australian Dietary Guidelines* of most relevance to adults are included below:

### GUIDELINE 1:

To achieve and maintain a healthy weight, be physically active and choose amounts of nutritious food and drinks to meet your energy needs.

- Older people should eat nutritious foods and keep physically active to help maintain muscle strength and a healthy weight.

### GUIDELINE 2:

Enjoy a wide variety of nutritious foods from these five food groups every day:

- Plenty of vegetables of different types and colours, and legumes/beans
- Fruit
- Grain (cereal) foods, mostly wholegrain and/or high cereal fibre varieties, such as breads, cereals, rice, pasta, noodles, polenta, couscous, oats, quinoa and barley
- Lean meats and poultry, fish, eggs, tofu, nuts and seeds, and legumes/beans
- Milk, yoghurt, cheese and/or their alternatives, mostly reduced fat

And drink plenty of water.



### GUIDELINE 3:

Limit intake of foods containing saturated fat, added salt, added sugars and alcohol.

- Limit intake of foods high in saturated fat such as many biscuits, cakes, pastries, pies, processed meats, commercial burgers, pizza, fried foods, potato chips, crisps and other savoury snacks.
  - Replace high fat foods which contain predominately saturated fats such as butter, cream, cooking margarine, coconut and palm oil with foods which contain predominately polyunsaturated and monounsaturated fats such as oils, spreads, nut butters/pastes and avocado.
- Limit intake of foods and drinks containing added salt.
  - Read labels to choose lower sodium options among similar foods.
  - Do not add salt to foods in cooking or at the table.
- Limit intake of foods and drinks containing added sugars such as confectionery, sugar-sweetened soft drinks and cordials, fruit drinks, vitamin waters, energy and sports drinks.
- If you choose to drink alcohol, limit intake. For women who are pregnant, planning a pregnancy or breastfeeding, not drinking alcohol is the safest option.

### GUIDELINE 4:

Encourage, support and promote breastfeeding.

### GUIDELINE 5:

Care for your food; prepare and store it safely.

[www.eatforhealth.gov.au](http://www.eatforhealth.gov.au)

Want more information about healthy eating?

[www.eatforhealth.gov.au](http://www.eatforhealth.gov.au)

## FOODS TO LIMIT: DISCRETIONARY CHOICES

'Discretionary choices' are called that because they are not an essential or necessary part of our dietary patterns. Discretionary foods are high in kilojoules, saturated fat, added sugars, added salt or alcohol. If chosen, they should be eaten only sometimes and in small amounts.

Examples of discretionary choices include:

- Sweet biscuits, cakes and desserts
- Processed meats and sausages
- Ice-cream, confectionery and chocolate
- Meat pies and other pastries
- Commercial burgers, hot chips, and fried foods
- Crisps and other fatty and/or salty snacks
- Cream and butter
- Sugar-sweetened cordials, soft drinks, fruit drinks and sports drinks
- Alcoholic drinks



## TIPS FOR CHOOSING NUTRITIOUS FOODS AND DRINKS

Eating for health and wellbeing is about choosing foods from the Five Food Groups every day, while limiting foods that are not essential to our health.

- Plan ahead and stock up on basic nutritious foods like wholegrain cereals and other grain foods, reduced fat milk, lentils or other legumes, eggs, and frozen or canned foods without added sugars or added salt – this way you can eat at home more often and cook meals yourself by adding fresh ingredients.
- Choose a variety of types and colours of fresh vegetables and fruits that are in season.
- Try new ways of cooking with vegetables like roasting, baking, barbecuing and stir-frying. Add extra vegetables and legumes to your recipes.
- Use fruit for snacks and desserts.
- Lean red meats are important, but a maximum of 455g a week is recommended.
- Include at least 1 or 2 meat-free meals each week – include eggs, legumes such as beans and tofu, and nuts and seeds.
- Choose reduced-fat varieties of milk, yoghurt and cheese.
- Include small amounts of foods rich in unsaturated fats such as oils, spreads, nut butters/pastes and avocado.
- Drink plenty of water instead of drinks with added sugars or alcohol.
- Choose carefully when eating out- limit creamy, commercially baked or fried foods.
- Store unused cooked food in the fridge.
- Older people who have trouble with their teeth, may prefer softer textured or cooked vegetables and fruit, finely milled wholegrain cereal foods and dishes like soups, casseroles or stews.



The *Australian Dietary Guidelines* provide up-to-date advice about the amount and kinds of foods that we need to eat for health and wellbeing.

For more information visit:  
[www.eatforhealth.gov.au](http://www.eatforhealth.gov.au)

or contact:

National Health and Medical Research Council  
GPO Box 1421  
Canberra ACT 2601  
13 000 NHMRC (13 000 64672)

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