

Middlesex Therapeutic Community Residence Procedure

Food Delivery

NEW

8/23/2021

1. Delivery:

- a. Trays will be delivered by the Vermont Psychiatric Care Hospital (VPCH) via a delivery service daily at 1200 and 1700.
- b. VPCH Kitchen will supply MTCR with lunch and dinner temperature logs.
- c. Assigned staff will meet the delivery person at the front door. They will take the cart from the previous delivery out to the anteroom and exchange carts.
- d. The delivery person will not come onto the unit.
- e. Take the incoming cart directly to the North Kitchen.
- f. Staff shall wash/sanitize their hands and put gloves on before touching the food trays.

2. Assigned staff will remain in kitchen during mealtimes and until trays have been stored.

3. Staff serving food shall do the following:

- a. Discretely test the food's temperature:
 - i. Temperature must be 140 degrees or above for hot entrée.
 1. If hot food is not at least 140 degrees, heat in microwave for ten second intervals until 165 degrees reached.
 2. Repeat for all other entrées.
 3. Serve immediately.
 - ii. Temperature must be 40 degrees or below for cold food.
 1. If cold food is above 40 degrees, discard food.
- b. Record temperatures on temperature log
- c. Clean probe with running water and sanitize with alcohol. Store probe in locked cupboard.

4. When meal is complete, return trays to cart along with any other containers that need to be returned to VPCH.

Approved by	Signature	Date
Emily Hawes, Commissioner, Department of Mental Health		8/23/21