

Skills Checklist: Feeding a Resident

Feeding a resident			
	Procedure Steps	yes	no
1.	Identifies self by name. Identifies resident. Greets resident by name.		
2.	Washes hands.		
3.	Explains procedure to resident. Speaks clearly, slowly, and directly. Maintains face-to-face contact whenever possible.		
4.	Provides for resident's privacy with a curtain, screen, or door.		
5.	Looks at diet card or menu. Asks resident to state his name. Verifies that resident has received the right tray.		
6.	Raises head of the bed. Makes sure resident is in an upright sitting position (at a 90-degree angle).		
7.	Adjusts bed height so that caregiver is at resident's eye level. Locks bed wheels.		
8.	Places meal tray where it can be easily seen by the resident, such as on the overbed table.		
9.	Helps resident to clean hands with hand wipes if resident cannot do it on her own.		
10.	Helps resident to put on clothing protector if desired.		
11.	Sits facing resident. Sits at resident's eye level. Sits on the stronger side if resident has one-sided weakness.		
12.	Tells resident what foods are on plate. Offers a drink of beverage and asks what resident would like to eat first.		
13.	Offers food in bite-sized pieces, telling the resident the content of each bite of food offered. Alternates types of food, allowing for resident's preferences. Does not feed all of one type before offering another type. Makes sure resident's mouth is empty before the next bite or sip is offered. Reports any swallowing problems to the nurse immediately. If resident has one-sided weakness, directs food to the stronger side.		
14.	Offers sips of beverage to resident throughout the meal.		
15.	Talks with resident during the meal.		
16.	Uses washcloths or wipes to wipe food from resident's mouth and hands as needed during the meal. Wipes again at the end of the meal.		
17.	Removes clothing protector if used. Disposes of it in proper container.		

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18.	Removes food tray. Checks for eyeglasses, dentures, hearing aids, or any personal items before removing tray. Places tray in proper area to be picked up.		
19.	Makes resident comfortable. Keeps resident in the upright position for at least 30 minutes after eating and drinking if ordered. Makes sure the bed is free from crumbs.		
20.	Returns bed to lowest position. Removes privacy measures.		
21.	Leaves call light within resident's reach.		
22.	Washes hands.		
23.	Is courteous and respectful at all times.		
24.	Reports any changes in resident to the nurse. Documents procedure using facility guidelines. Records intake of solid food and fluids properly.		
Date Reviewed Instructor Signature			
Date Performed Instructor Signature			