

Chapter: Special Health Care Needs	Effective Date: 4/15/17
Title: Special Diets	Page: 1 of 2
	Replaces: HHS.50.20, 7/15/11

(a) **Standard.**

Special medical diets, including omissions such as for allergies, are served only upon medical, dental, or nursing orders.

Youth are provided with a special diet using the Texas Academy of Nutrition and Dietetics Medical Nutrition Therapy Manual and the Texas Juvenile Justice Department (TJJD) Menus and Special Diets Manual. The TJJD Medical Services Division ensures each halfway house has a copy of both manuals.

(b) **Procedures.**

(1) The **human services specialist (HSS)** or a **juvenile correctional officer (JCO)**:

- (A) reviews the transfer medical packet upon a youth's arrival at the facility to identify special diet needs. If the youth is prescribed a special diet, the transfer medical packet will include a completed [Special Diet Order: Medical, NFS-190](#), and the [Discharge Summary, HLS-610](#), will note that the youth is on a special diet;
- (B) submits the NFS-190 included in the transfer medical packet to the halfway house food services manager or cook for immediate implementation;
- (C) contacts nursing staff at the assigned institution to request an updated NFS-190;
- (D) receives the updated NFS-190 from the assigned institution and provides it to the food services manager or cook for signature; and
- (E) places a copy of the signed, updated NFS-190 in the Daily Health Records Binder for review by the visiting nurse.

(2) The **institution nurse** scans the signed, updated NFS-190 into the electronic health record (EHR) during routine visits.

(3) The **institution nurse** educates the staff and youth by:

- (A) explaining the diet;
- (B) assessing the youth's understanding of the diet;
- (C) encouraging the youth, in conjunction with the **HSS** or **JCO**, to take responsibility for following the diet; and
- (D) documenting patient education and youth understanding in the EHR.

(4) The **nurse coordinator for health services**:

- (A) documents the special diet on the [Admission Assessment and Medical File Review form, HLS-103](#), and, if it is a long-term diet, the [Halfway House Medical, Dental & Health History Report, HLS-107](#);
- (B) directs questions about the diet to the medical provider or TJJD dietitian;

- (C) schedules a Quarterly Dietary Re-Evaluation reminder in the EHR for the provider to review all therapeutic diet orders; and

Note: This review does not include diets due to food allergies.

- (D) updates the “Functional Status” tab in the EHR to include the special diet.
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