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**Meadow
Brook**

ANTRIM COUNTY
MEDICAL CARE FACILITY

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Next Review 09/2026

Owner Rhonda Tomczak:
Administrative Assistant

Area Food Services

USE & STORAGE OF FOOD BROUGHT IN BY FAMILY OR VISITORS

Policy:

It is the right of the residents of this facility to have food brought in by family or other visitors, however, the food must be handled in a way to ensure the safety of the resident. **Home canned food items are prohibited.**

- A. Family members or other visitors may bring the resident food of their choosing.
- B. All food items that are already prepared by the family or visitor brought in must be labeled & dated with the resident's name, the common name of the food brought in, the date it was brought in & use by date of **3 days**.
- C. The prepared food must be consumed by the resident **within 3 days**
- D. If not consumed **within 3 days**, the food will be thrown away by the facility staff.
- E. The facility will not be responsible for returning any containers.
- F. All food items brought in that are manufactured & does not require refrigeration, may be kept in the front kitchen of the household or in the resident's room inside a lock tight container.
- G. All food items that are not dated or not stored properly are subjected to being thrown away by the facility.
- H. All food items must be labeled when opened (non-perishable).
 - I. Food labels will include the common name of the food; date opened or prepared & use-by date.
- J. All foods brought in by a family member or other visitor must be labeled with the labels provided from the main dietary department, not masking tape or written on with a sharpie pen.
- K. Follow the "How long do we keep food item lists": pulled item/shelf items, freezer & fridge for how long to keep foods for the use by date.

- L. All food that is not consumed by the use-by date will need to be discarded by staff.
- M. All perishable food items for resident's must be stored in the front kitchen fridge &/or freezer.
- N. If any part of this policy is not followed, the facility reserves the right to protect others by not allowing food items to be brought into the facility for a resident.

Approval Signatures

Step Description	Approver	Date
Finalization	Rhonda Tomczak: Administrative Assistant	09/2025
Administrator Approval	Marna Robertson: Administrator	09/2025
Department Head Approval	Anne Walsh: Food Services Director	09/2025
Policy Owner	Rhonda Tomczak: Administrative Assistant	09/2025

