

**APPENDIX B:  
PERFORMANCE EVALUATION: BETWEEN-MEAL SUPPLEMENTS & SNACKS FEEDING ASSISTANCE**

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Snack Period: \_\_\_\_Morning \_\_\_\_Afternoon \_\_\_\_Evening

Facility: \_\_\_\_\_

Staff Observer: \_\_\_\_\_ Trainee (observed): \_\_\_\_\_

<b>DID THE STAFF MEMBER...</b>	<b>YES</b>	<b>NO</b>	<b>NA</b>
1. Wash hands or use hand sanitizer before serving the next resident			
2. Greet the resident by name?			
3. Introduce self and/ or orient resident to the snack?			
4. Offer the resident a choice of at least 2 fluids (may or may not include supplements)?			
5. Offer the resident a choice of foods (list choices to include a variety of snack foods)?			
6. Ensure that the snack items are in accordance with resident's prescribed diet?			
7. Ensure that the resident is sitting upright, to the greatest extent possible? (If repositioning not needed, N/A)			
8. Seat themselves either beside or across from the resident (if providing full physical assistance)?			
9. Social interaction among staff/ residents present at any point during the snack period?			
10. Provide verbal instruction or orientation (includes prompts to eat for residents who eat independently and, if physically dependent, letting the resident know what food or fluid is being offered)?			
11. Offer alternative food/fluid items if the resident is eating less than half of the initial snack choice or complains about the initially served items?			
12. Offer the resident a second serving, if 100% of first serving is consumed or the resident requests more of either food(s) or fluid(s)?			
13. Provide small, manageable bites/drinks for the resident, if providing full physical assistance to eat?			
14. Spend at least 5 minutes providing assistance or until resident finished? (If in a group setting, give credit if staff stays in the area/room)			
<b>Percent Pass Rate: Total # of "yes" / 14</b>			

**Observer Instructions:** One form per observation. Indicate "YES" or "NO" by marking an "X" in the appropriate column in response to each item. Some items might be "Not Applicable" (NA) for individual residents or snack periods (e.g., #2 and #13).

**Other Notes or Observations:**