

Guideline for Malnutrition Screening of Adult Inpatients and its Subsequent Management - Using the 'Malnutrition Universal Screening Tool' ('MUST')

This guidance does not override the individual responsibility of health professionals to make appropriate decision according to the circumstances of the individual patient in consultation with the patient and / or carer. Health care professionals must be prepared to justify any deviation from this guidance.

AIMS OF GUIDELINE

To set out the correct procedure for malnutrition screening of adult inpatients and describe the associated risk dependent nursing care plans.

This policy should be read in conjunction with WAHT – NUR-047 – Guideline For Good Practice At Mealtimes.

THIS GUIDELINE IS FOR USE BY THE FOLLOWING STAFF GROUPS:

Registered Nursing Staff, Senior Health Care Assistants, Nursing Associates, Physicians Assistants, Medical Staff and Dietitians.

Lead Clinician(s)

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Approved by Nutrition & Hydration Steering
Committee

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Review Date:

16th October 2027

This is the most current document and is to be
used until a revised version is available

Key Amendments to this guideline:

Date	Amendment	By:
Dec 2010	Update on malnutrition issues following Bapen report	Zakia Naz
Dec 2010	Updated version of the Nutrition Risk Score Tool and Food Boosters booklet	Zakia Naz
June 2011	Small paragraph on page 2 deleted about history of South Manchester Tool,	Nalinee Owen
June 2011	Addition of 'MUST' tool information, general update on malnutrition issues following Bapen report, Appendices 1, 2 and 6 updated and appendices 3, 4, 7, 8, 9, 10 and 11 added.	Sarah Trenbirth
August 2013	Appendix 1, 2, 3, 6, 8 and 12 updated.	Zakia Naz
October 2015	Appendix 2 updated	Zakia Naz
September 2016	Updated Documentation for MUST Screening Tool and Nutrition Action Plan Added to Appendix 2 and Appendix 3, Appendices renumbered.	Joanna Logan
December 2017	Sentence added in at the request of the Coroner	
August 2018	Updated appendixes	Petty Millard
October 2018	Information on community management of malnutrition MUST 2018 audit – updated documentation Update on malnutrition and associated costs Updated care plans First line supplements altered Patient discharge information changed References updated Supplement chart removed and selection discussed IDDSI added	Emma Biddle
February 2021	Document extended as per Trust agreement 11.02.2021	
June 2021	Document approved with no amendments	Nutrition & Hydration Steering Group
October 2024	Updated to reflect move to Sunrise EPR References updated Appendices updated First line supplements altered	Andrew Morris Hayley Ryan

Guideline for Malnutrition Screening of Adult Inpatients and its Subsequent Management - Using the 'Malnutrition Universal Screening Tool' ('MUST')

INTRODUCTION

These guidelines set out the nursing process for the screening and identification of all adult in-patients with or at risk of malnutrition. This is done by utilising and completing the specified Trust 'Malnutrition Universal Screening Tool' ('MUST').

The specified Trust 'MUST' then describes how to proceed with managing patients identified with or at risk of malnutrition. Patients with chronic malnutrition may also be at risk of Re-feeding Syndrome. This can also occur in patients receiving oral nutrition support i.e. oral nutritional supplements. Please refer to Identification and Management of Re-feeding Syndrome Guideline WAHT- NUT-006 for further guidance on this.

This guideline and screening tool are part of the 'Essence of Care' (DOH 2010), Food and Nutrition Benchmark. They have been produced to provide a consistent and equitable approach to patient malnutrition whilst in hospital. They clearly set out the responsibilities of the healthcare team and make efficient use of dietetic time. This policy is to be used for the management of inpatients in Worcestershire Acute Hospitals NHS Trust. Please also refer to the trust Guideline for Good Practice at Mealtimes WAHT-NUR-047 for further guidance on supported mealtime policy and action plan.

The 'MUST' was chosen as it is a nationally validated tool which has been successfully implemented in approximately 70% of hospitals across England. The tool is supported by the British Dietetic Association (BDA), the Royal College of Nursing (RCN) and the Registered Nursing Home Association (RNHA). In 2018 an audit on the MUST, led to revised documentation of the MUST care plans and all supporting documentation, which can be found in the appendices.

Almost half (45%) of all adults in healthcare settings in the UK are at risk of disease-related malnutrition (BAPEN, 2022). The associated costs to health and social care for malnutrition is estimated to be in excess of £19 billion per annum in England alone (BAPEN 2015). On average it costs £7,408 per year to care for a malnourished patient, compared to £2,155 for a well-nourished patient (BAPEN, 2015). This highlights the importance of malnutrition screening on admission to identify these people and initiate the appropriate care plan.

Malnutrition has a wide range of adverse consequences (Beckford-Ball 2006) including:

- Impaired immune response
- Reduced respiratory muscle function
- Reduced muscle strength and fatigue (sarcopenia)
- Impaired wound healing
- Delayed recovery from illness
- Increased risk of hospital admission, 8 times more likely than well nourished (BSNA, 2018)
- Increased length of hospital stay

DETAILS OF GUIDELINE

Screening

The 'MUST' will be completed for all adults within 24 hours of admission to hospital (DOH, 2010, NICE 2006, Beckford-Ball 2006).

Re-screening

Patients should be re-screened using the same 'MUST' tool weekly (DOH 2010, NICE 2006), unless their medical condition changes and an earlier re-screening is indicated. When patients are admitted onto a new ward, an accurate weight should be taken that day. If for any reason a weight cannot be taken on that day, a Mid Upper Arm Circumference (MUAC) should be taken and recorded on the MUST score. No estimated weights should be performed without guidance of a MUAC. Wards should then dedicate a 'weigh day'. This should help to ensure patients are weighed weekly during their admission and ensure MUST scores are updated on a regular basis.

Using the 'MUST'

The 'MUST' is completed by scoring the patient in each of the 3 steps; step 1: BMI score; step 2: percentage weight loss score and step 3: acute disease effect score. In step 4 the scores for steps 1, 2 and 3 are added together to give the overall 'MUST' score. This process is completed on Sunrise EPR. Once the 'MUST' has been completed, step 5, an action plan, is displayed on the screen directing staff as to what actions need to be taken, depending on the 'MUST' score. The action plans are designed to help prevent well-nourished patients becoming less well-nourished, while in hospital. Medium and high-risk care plans are designed to help at risk patients or already malnourished patients receive the correct nutrition and hydration intervention while in hospital, with the aim of improving their nutritional status. Remember prevention is always better than cure.

Nursing Action Plans

'MUST' = 0: Low Malnutrition Risk – Interventions

1. Weekly weights.
2. Repeat 'MUST' score weekly unless patient's condition raises concern.
3. If the patient is eating less than half a meal on a regular basis, follow 'MUST' = 1.

'MUST' = 1: Medium Malnutrition Risk – Interventions

1. Start Food Record Chart. Record intake for 3 days
2. Nurse to discuss with patient and family/carers regarding food preferences and patients to be supporting in making menu choices
3. If menu choices are not suitable then the catering department should be contacted to discuss alternative menu choices
4. Chose portion size to suit their appetite
5. Offer snacks available on wards; e.g. yoghurt, biscuits, fruit
6. Check whether relatives/carers can bring in snacks to tempt appetite e.g. individually wrapped favourite cakes, biscuits, chocolate, cheese and crackers.
7. Offer nourishing drinks in preference to water e.g. milky tea / coffee, malted drinks, hot chocolate, milk, fruit juice.
8. Contact the catering department if a patient is finding the meals repetitive
9. Offer assistance at meal times to patients who have been allocated a red tray
10. If less than half of a meal is eaten, offer a suitable supplement e.g. Fortisip Compact

11. If a savoury supplement is preferred, order Meritene Soup if suitable, which are available from pharmacy
12. Document supplements offered on food chart
13. Repeat weekly weights
14. Repeat MUST screening weekly
15. To improve hydration visitors can bring in beverages such as cartons of fruit juice, soft drinks in plastic bottles / cartons and individual sachets of malted drinks. Visitors should be encouraged to check that beverage is suitable for patient with the ward staff
16. If there are clinical concerns regarding food intake after implementing the above, please refer to the dietitian

'MUST' = 2 or more: High Malnutrition Risk – Interventions

1. Implement all actions above for MUST=1 where patient is able to eat and drink safely
2. Refer to the Dietitian on ICE stating reason for referral high MUST score and the actual score to enable referrals to be triaged.

The above actions should be IMPLEMENTED and documented clearly within the patient's nursing notes.

Malnutrition and the Red Tray Guideline

Patients highlighted as at risk of malnutrition ('MUST' score of 1 or above) who require assistance with feeding, will have their meals served on a red tray (see appendix 5 for Red Tray Guideline).

Red tray allocation at mealtimes is organised by ticking the 'red tray' box on the patients menu. The menu is sent to the catering department and subsequently a red tray is allocated to the patient at ward level when meals are plated up.

The purpose of the red tray is to ensure all patients receive supervision, assistance and observation at mealtimes. It also highlights that food charts should be completed prior to removing the tray from the patient's bedside thus ensuring nutritional intake is recorded accurately.

Selection of Oral Nutritional Supplements

The Trust has agreed that supplements are food and therefore do not need a drug 'prescription' or patient group directive to administer to patients. If a patient has a medium MUST score, supplements can be offered without a prescription as part of the action plan. However, all oral nutritional supplements need to be recorded on the food chart. For patients on thickened fluids please seek advice from the Nutrition and Dietetic or Speech and Language Departments to ensure supplements are suitable for these patients.

When a patient is requiring ongoing oral nutrition support, supplements can be prescribed onto the patients drug chart to ensure they are offered regularly. This can be done by a nurse prescriber, pharmacist, doctor or dietitian. It will be essential for the prescriber to specify which nutritional supplement is most appropriate for that patient. The prescribing of supplements onto a patient's drug chart is recommended to improve patient compliance (NICE 2006).

Our first line supplement is Fortisip Compact. If a supplement is offered and the patient dislikes it please offer an alternative flavour bearing in mind that everyone is different and preferences will

vary. Oral nutritional supplements are more palatable when chilled. If any issues are experienced with selecting the appropriate supplement, please contact your ward dietitian.

If a patient is required to be on thickened fluids special attention should be paid when offering nutritional supplements as they may not be appropriate. Please refer the patient to the Nutrition and Dietetic Department and Speech and Language Department for a review.

No nutritional supplements will be prescribed or supplied on discharge, as part of the patients ongoing care plan, unless a dietitian has indicated otherwise. Refer to the section on nutritional supplement provision on discharge for clarification.

Supplements are to be ordered by ward housekeepers.

Referral to a dietitian due to a high MUST score

Referrals to a dietitian should be made as directed by the 'MUST'. 'MUST' score of 2 or more requires a referral to a dietitian. A 'MUST' of 0 or 1 where the 'MUST' of 1 nursing care plan has been implemented for a minimum of 3 days, with no improvement in nutritional intake, also requires a dietetic referral. Nutrition and hydration assessments must be carried out by people with the required skills and knowledge (CQC 2008).

The use of the 'MUST' tool should not override clinical judgement (for example terminal or palliative patients who wish to enjoy their favourite foods rather than optimising their nutritional status, or those commencing the optimising end of life care pathway).

In these 'special' circumstances where the 'MUST' and resulting defined nursing care plan is not followed, the rationale for this alternative action should be clearly documented within the patient's medical or nursing care plan and when the referral is made to the dietetic department.

Patient Discharge from Hospital

There are numerous websites and ways to gain information regarding diet and nutrition. If as a ward you would like to signpost / provide literature to your patients before discharge. These reputable websites will help provide appropriate information. If you feel your patient needs more specific / specialised dietary information, please refer to the dietetic department in a timely manner prior to discharge.

General healthy eating, for low MUST :

https://www.malnutritionpathway.co.uk/library/pleaflet_green.pdf

Making the most of your food, for medium MUST

https://www.malnutritionpathway.co.uk/library/pleaflet_yellow.pdf

Food fortification for patients with high risk MUST

https://www.malnutritionpathway.co.uk/library/pleaflet_red.pdf

If a patient is due for discharge to their own home and under dietetic review, the dietitian will give out the most appropriate diet literature prior to discharge, if applicable.

Nutritional Supplement Provision on Discharge

Supplements are not routinely prescribed on discharge and should not be included on the EDS, unless specifically requested by the dietitian. Pharmacy will not supply nutritional supplements to patients on discharge unless on the authorisation of a dietitian.

As per the Worcestershire Area Prescribing Committee 'Prescribing Guidelines for Oral Nutritional Supplements (ONS) for adults' a food first approach should always been used for discharge. A dietitian will recommend if this is not the case and ONS are required.

For patients requiring nutritional supplement provision within the community, their hospital Dietitian will write to the patient's GP clearly documenting the 'MUST' score, the required action plan and the rationale for continuing the supplements in the community. The GP will then assess the patient's case and plan their community care accordingly. The GP should then reassess the need for continuing supplements longer term as per the 'Prescribing Guidelines for Oral Nutritional Supplements (ONS) for adults'. There is currently no community dietetic service for patients in Worcestershire who require oral nutrition support, other than attending an outpatient clinic appointment at the local hospital. A hyperlink for the ONS commission policy can be found in the references.

Malnutrition Policy System Monitoring

The effectiveness of the 'MUST' tool will be monitored via the Nutrition and Hydration steering group audits, which will be carried out by the dietitians annually. Matrons also carry out regular audits to ensure standards and compliance with weights and MUST tools are maintained. These results are fed back regularly at the monthly Nutrition and Hydration steering group meetings.

REFERENCES

BAPEN (2022) **BAPEN Malnutrition and Nutritional Care Survey in Adults**

[national-survey-of-malnutrition-and-nutritional-care-2022.pdf](#) (accessed 24th October 2024)

Beckford-Ball, J (2006) **Guidelines on the Provision of Nutritional Support In Adults**, Nursing Times. 102.10. Pg 25-26.

CQC (2008) **Regulation 14: Meeting nutritional and hydration needs**: [Regulation 14: Meeting nutritional and hydration needs - Care Quality Commission](#) (accessed 24th October 2024)

DOH - Department of Health (2010) **Essence of Care 2010, Benchmarks for Food and Drink**, http://www.dh.gov.uk/prod_consum_dh/groups/dh_digitalassets/@dh/@en/@ps/documents/digitalasset/dh_119978.pdf (accessed 24th October 2024)

NICE (2006). [Overview | Nutrition support for adults: oral nutrition support, enteral tube feeding and parenteral nutrition | Guidance | NICE](#) (accessed 24th October 2024)

Worcestershire Area Prescribing Committee: Prescribing Guidelines for Oral Nutritional Supplements (ONS) for adults (October 2024)

[HW Oral Nutritional Supplement Guidance v2 2024 Final.pdf](#) (accessed 24 October 2024)

APPENDIX

- Appendix 1 ULNA and MUAC Alternative Measurements: Instructions and tables
- Appendix 2 BMI Chart
- Appendix 3 Weight Loss Score Charts
- Appendix 4 International Dysphagia Diet Standardisation Initiative
- Appendix 5 Red Tray Guideline


Key individuals involved in developing the original document

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Name	Designation
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Appendix 1 – Alternative Measurement Instructions ULNA LENGTH AND MUAC


 www.bapen.org.uk

Alternative measurements: instructions and tables

If height cannot be obtained, use length of forearm (ulna) to calculate height using tables below.
 (See The 'MUST' Explanatory Booklet for details of other alternative measurements (knee height and demispan) that can also be used to estimate height).

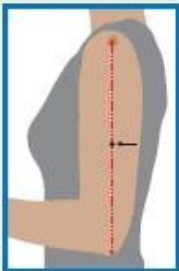
Estimating height from ulna length



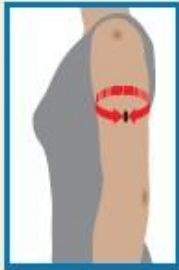
Measure between the point of the elbow (olecranon process) and the midpoint of the prominent bone of the wrist (styloid process) (left side if possible).

Height (m)	men (<65 years)	1.94	1.93	1.91	1.89	1.87	1.85	1.84	1.82	1.80	1.78	1.76	1.75	1.73	1.71
	men (≥65 years)	1.87	1.86	1.84	1.82	1.81	1.79	1.78	1.76	1.75	1.73	1.71	1.70	1.68	1.67
	Ulna length (cm)	32.0	31.5	31.0	30.5	30.0	29.5	29.0	28.5	28.0	27.5	27.0	26.5	26.0	25.5
Height (m)	Women (<65 years)	1.84	1.83	1.81	1.80	1.79	1.77	1.76	1.75	1.73	1.72	1.70	1.69	1.68	1.66
	Women (≥65 years)	1.84	1.83	1.81	1.79	1.78	1.76	1.75	1.73	1.71	1.70	1.68	1.66	1.65	1.63
Height (m)	men (<65 years)	1.69	1.67	1.66	1.64	1.62	1.60	1.58	1.57	1.55	1.53	1.51	1.49	1.48	1.46
	men (≥65 years)	1.65	1.63	1.62	1.60	1.59	1.57	1.56	1.54	1.52	1.51	1.49	1.48	1.46	1.45
	Ulna length (cm)	25.0	24.5	24.0	23.5	23.0	22.5	22.0	21.5	21.0	20.5	20.0	19.5	19.0	18.5
Height (m)	Women (<65 years)	1.65	1.63	1.62	1.61	1.59	1.58	1.56	1.55	1.54	1.52	1.51	1.50	1.48	1.47
	Women (≥65 years)	1.61	1.60	1.58	1.56	1.55	1.53	1.52	1.50	1.48	1.47	1.45	1.44	1.42	1.40

Estimating BMI category from mid upper arm circumference (MUAC)



The subject's left arm should be bent at the elbow at a 90 degree angle, with the upper arm held parallel to the side of the body. Measure the distance between the bony protrusion on the shoulder (acromion) and the point of the elbow (olecranon process). Mark the mid-point.



Ask the subject to let arm hang loose and measure around the upper arm at the mid-point, making sure that the tape measure is snug but not tight.

If MUAC is <23.5 cm, BMI is likely to be <20 kg/m².
 If MUAC is >32.0 cm, BMI is likely to be >30 kg/m².

The use of MUAC provides a general indication of BMI and is not designed to generate an actual score for use with 'MUST'. For further information on use of MUAC please refer to *The 'MUST' Explanatory Booklet*.

WR5307 version 1 © BAPEN

Appendix 2 - BMI chart

Step 1 - BMI Score and BMI (36kg to 148kg)

Kg	1.48	1.50	1.52	1.54	1.56	1.58	1.60	1.62	1.64	1.66	1.68	1.70	1.72	1.74	1.76	1.78	1.80	1.82	1.84	1.86	1.88	1.90	stlbs
148	68	66	64	62	61	59	58	56	55	54	52	51	50	49	48	47	46	45	44	43	42	41	23st4
146	67	65	63	62	60	58	57	56	54	53	52	51	49	48	47	46	45	44	43	42	41	40	23st
144	66	64	62	61	59	58	56	55	54	52	51	50	49	48	46	45	44	43	42	41	40	39	22st10
142	65	63	61	60	58	57	55	54	53	52	50	49	48	47	46	45	44	43	42	41	40	39	22st5
140	64	62	61	59	58	56	55	53	52	51	50	48	47	46	45	44	43	42	41	40	39	38	22st
138	63	61	60	58	57	55	54	53	51	50	49	48	47	46	45	44	43	42	41	40	39	38	21st10
136	62	60	59	57	56	54	53	52	51	49	48	47	46	45	44	43	42	41	40	39	38	37	21st5
134	61	60	58	57	55	54	52	51	50	49	47	46	45	44	43	42	41	40	39	38	37	36	21st
132	60	59	57	56	54	53	52	50	49	48	47	46	45	44	43	42	41	40	39	38	37	36	20st11
130	59	58	56	55	53	52	51	50	48	47	46	45	44	43	42	41	40	39	38	37	36	35	20st7
128	58	57	55	54	53	51	50	49	48	46	45	44	43	42	41	40	39	38	37	36	35	34	20st2
126	58	56	55	53	52	50	49	48	47	46	45	44	43	42	41	40	39	38	37	36	35	34	19st12
124	57	55	54	52	51	50	48	47	46	45	44	43	42	41	40	39	38	37	36	35	34	33	19st7
122	56	54	53	51	50	49	48	46	45	44	43	42	41	40	39	38	37	36	35	34	33	32	19st3
120	55	53	52	51	49	48	47	46	45	44	43	42	41	40	39	38	37	36	35	34	33	32	18st13
118	54	52	51	50	48	47	46	45	44	43	42	41	40	39	38	37	36	35	34	33	32	31	18st8
116	53	52	50	49	48	46	45	44	43	42	41	40	39	38	37	36	35	34	33	32	31	30	18st4
114	52	51	49	48	47	46	45	44	43	42	41	40	39	38	37	36	35	34	33	32	31	30	17st13
112	51	50	48	47	46	45	44	43	42	41	40	39	38	37	36	35	34	33	32	31	30	29	17st9
110	50	49	48	46	45	44	43	42	41	40	39	38	37	36	35	34	33	32	31	30	29	28	17st5
108	49	48	47	46	44	43	42	41	40	39	38	37	36	35	34	33	32	31	30	29	28	27	17st
106	48	47	46	45	44	42	41	40	39	38	37	36	35	34	33	32	31	30	29	28	27	26	16st10
104	47	46	45	44	43	42	41	40	39	38	37	36	35	34	33	32	31	30	29	28	27	26	16st5
102	47	45	44	43	42	41	40	39	38	37	36	35	34	33	32	31	30	29	28	27	26	25	16st1
100	46	44	43	42	41	40	39	38	37	36	35	34	33	32	31	30	29	28	27	26	25	24	15st10
98	45	44	42	41	40	39	38	37	36	35	34	33	32	31	30	29	28	27	26	25	24	23	15st6
96	44	43	42	40	39	38	37	36	35	34	33	32	31	30	29	28	27	26	25	24	23	22	15st2
94	43	42	41	40	39	38	37	36	35	34	33	32	31	30	29	28	27	26	25	24	23	22	14st11
92	42	41	40	39	38	37	36	35	34	33	32	31	30	29	28	27	26	25	24	23	22	21	14st7
90	41	40	39	38	37	36	35	34	33	32	31	30	29	28	27	26	25	24	23	22	21	20	14st2
88	40	39	38	37	36	35	34	33	32	31	30	29	28	27	26	25	24	23	22	21	20	19	13st12
86	39	38	37	36	35	34	33	32	31	30	29	28	27	26	25	24	23	22	21	20	19	18	13st8
84	38	37	36	35	34	33	32	31	30	29	28	27	26	25	24	23	22	21	20	19	18	17	13st3
82	37	36	35	34	33	32	31	30	29	28	27	26	25	24	23	22	21	20	19	18	17	16	12st13
80	37	36	35	34	33	32	31	30	29	28	27	26	25	24	23	22	21	20	19	18	17	16	12st8
78	36	35	34	33	32	31	30	29	28	27	26	25	24	23	22	21	20	19	18	17	16	15	12st4
76	35	34	33	32	31	30	29	28	27	26	25	24	23	22	21	20	19	18	17	16	15	14	12st
74	34	33	32	31	30	29	28	27	26	25	24	23	22	21	20	19	18	17	16	15	14	13	11st9
72	33	32	31	30	29	28	27	26	25	24	23	22	21	20	19	18	17	16	15	14	13	12	11st5
70	32	31	30	29	28	27	26	25	24	23	22	21	20	19	18	17	16	15	14	13	12	11	11st
68	31	30	29	28	27	26	25	24	23	22	21	20	19	18	17	16	15	14	13	12	11	10	10st10
66	30	29	28	27	26	25	24	23	22	21	20	19	18	17	16	15	14	13	12	11	10	9	10st6
64	29	28	27	26	25	24	23	22	21	20	19	18	17	16	15	14	13	12	11	10	9	8	10st1
62	28	27	26	25	24	23	22	21	20	19	18	17	16	15	14	13	12	11	10	9	8	7	9st11
60	27	26	25	24	23	22	21	20	19	18	17	16	15	14	13	12	11	10	9	8	7	6	9st6
58	26	25	24	23	22	21	20	19	18	17	16	15	14	13	12	11	10	9	8	7	6	5	9st2
56	25	24	23	22	21	20	19	18	17	16	15	14	13	12	11	10	9	8	7	6	5	4	8st11
54	25	24	23	22	21	20	19	18	17	16	15	14	13	12	11	10	9	8	7	6	5	4	8st7
52	24	23	22	21	20	19	18	17	16	15	14	13	12	11	10	9	8	7	6	5	4	3	8st3
50	23	22	21	20	19	18	17	16	15	14	13	12	11	10	9	8	7	6	5	4	3	2	7st12
48	22	21	20	19	18	17	16	15	14	13	12	11	10	9	8	7	6	5	4	3	2	1	7st8
46	21	20	19	18	17	16	15	14	13	12	11	10	9	8	7	6	5	4	3	2	1	0	7st4
44	20	19	18	17	16	15	14	13	12	11	10	9	8	7	6	5	4	3	2	1	0	0	6st13
42	19	18	17	16	15	14	13	12	11	10	9	8	7	6	5	4	3	2	1	0	0	0	6st9
40	18	17	16	15	14	13	12	11	10	9	8	7	6	5	4	3	2	1	0	0	0	0	6st4
38	17	16	15	14	13	12	11	10	9	8	7	6	5	4	3	2	1	0	0	0	0	0	6st
36	16	15	14	13	12	11	10	9	8	7	6	5	4	3	2	1	0	0	0	0	0	0	5st9

- MUST score 2 - BMI <18.5kg/m²
- MUST score 1 - BMI 18.5-20kg/m²
- MUST score 0 - BMI 20-30.2kg/m²
- MUST score 0 - BMI >30.25kg/m²

Note: The black lines denote the exact cut off points (30.2 and 18.5kg/m²). Figures on the chart have been rounded off to the nearest whole number.

It is the responsibility of every individual to ensure this is the latest version
as published on the Trust Intranet

Step 1 - BMI Score and BMI (150kg to 270kg)

Kg	1.48	1.50	1.52	1.54	1.56	1.58	1.60	1.62	1.64	1.66	1.68	1.70	1.72	1.74	1.76	1.78	1.80	1.82	1.84	1.86	1.88	1.90	stlbs
270	123	120	117	114	111	108	105	103	100	98	96	93	91	89	87	85	83	82	80	78	76	75	42st7
268	122	119	116	113	110	107	105	102	100	97	95	93	91	89	87	85	83	81	79	77	76	74	42st3
266	112	118	115	112	109	107	104	101	99	97	94	92	90	88	86	84	82	80	79	77	75	74	41st13
264	121	117	114	111	108	106	103	101	98	96	94	91	89	87	85	83	81	80	78	76	75	73	41st8
262	120	116	113	110	108	105	102	100	97	95	93	91	89	87	85	83	81	79	77	76	74	73	41st4
260	119	116	113	110	107	104	102	99	97	94	92	90	88	86	84	82	80	78	77	75	74	72	40st13
258	118	115	112	109	106	103	101	98	96	94	91	89	87	85	83	81	80	78	76	75	73	71	40st9
256	117	114	111	108	105	103	100	98	95	93	91	89	87	85	83	81	79	77	76	74	72	71	40st5
254	116	113	110	107	104	102	99	97	94	92	90	88	86	84	82	80	78	77	75	73	72	70	40st1
252	115	112	109	106	104	101	98	96	94	91	89	87	85	83	81	80	78	76	74	73	71	70	39st10
250	114	111	108	105	103	100	98	95	93	91	89	87	85	83	81	79	77	75	74	72	71	69	39st5
248	113	110	107	105	102	99	97	94	92	90	88	86	84	82	80	78	77	75	73	72	70	69	39st1
246	112	109	106	104	101	99	96	94	91	89	87	85	83	81	79	78	76	74	73	71	70	68	38st10
244	111	108	106	103	100	98	95	93	91	89	86	84	82	81	79	77	75	74	72	71	69	68	38st6
242	110	108	105	102	99	97	95	92	90	88	86	84	82	80	78	76	75	73	71	70	68	67	38st2
240	110	107	104	101	99	96	94	91	89	87	85	83	81	79	77	76	74	72	71	69	68	66	37st11
238	109	106	103	100	98	95	93	91	88	86	84	82	80	79	77	75	73	72	70	69	67	66	37st7
236	108	105	102	100	97	95	92	90	88	86	84	82	80	78	76	74	73	71	70	68	67	65	37st2
234	107	104	101	99	96	94	91	89	87	85	83	81	79	77	76	74	72	71	69	68	66	65	36st12
232	106	103	100	98	95	93	91	88	86	84	82	80	78	77	75	73	72	70	69	67	66	64	36st8
230	105	102	100	97	95	92	90	88	86	83	81	80	78	76	74	73	71	69	68	66	65	64	36st3
228	104	101	99	96	94	91	89	87	85	83	81	79	77	75	74	72	70	69	67	66	65	63	35st13
226	103	100	98	95	93	91	88	86	84	82	80	78	76	75	73	71	70	68	67	65	64	63	35st8
224	102	100	97	94	92	90	88	85	83	81	79	78	76	74	72	71	69	68	66	65	63	62	35st4
222	101	99	96	94	91	89	87	85	83	81	79	77	75	73	72	70	69	67	66	64	63	61	35st
220	100	98	95	93	90	88	86	84	82	80	78	76	74	73	71	69	68	66	65	64	62	61	34st9
218	100	97	94	92	90	87	85	83	81	79	77	75	74	72	70	69	67	66	64	63	62	60	34st5
216	99	96	93	91	89	87	84	82	80	78	77	75	73	71	70	68	67	65	64	62	61	60	34st
214	98	95	93	90	88	86	84	82	80	78	76	74	72	71	69	68	66	65	63	62	61	59	33st10
212	97	94	92	89	87	85	83	81	79	77	75	73	72	70	68	67	65	64	63	61	60	59	33st6
210	96	93	91	89	86	84	82	80	78	76	74	73	71	69	68	66	65	63	62	61	59	58	33st1
208	95	92	90	88	85	83	81	79	77	75	74	72	70	69	67	66	64	63	61	60	59	58	32st11
206	94	92	89	87	85	83	80	78	77	75	73	71	70	68	67	65	64	62	61	60	58	57	32st6
204	93	91	88	86	84	82	80	78	76	74	72	71	69	67	66	64	63	62	60	59	58	57	32st2
202	92	90	87	85	83	81	79	77	75	73	72	70	68	67	65	64	62	61	60	58	57	56	31st11
200	91	89	87	84	82	80	78	76	74	73	71	69	68	66	65	63	62	60	59	58	57	55	31st7
198	90	88	86	83	81	79	77	75	74	72	70	69	67	65	64	62	61	60	58	57	56	55	31st3
196	89	87	85	83	81	79	77	75	73	71	69	68	66	65	63	62	60	59	58	57	55	54	30st12
194	89	86	84	82	80	78	76	74	72	70	69	67	66	64	63	61	60	59	57	56	55	54	30st8
192	88	85	83	81	79	77	75	73	71	70	68	66	65	63	62	61	59	58	57	55	54	53	30st3
190	87	84	82	80	78	76	74	72	71	69	67	66	64	63	61	60	59	57	56	55	54	53	29st13
188	86	84	81	79	77	75	73	72	70	68	67	65	64	62	61	59	58	57	56	54	53	52	29st9
186	85	83	81	78	76	75	73	71	69	67	66	64	63	61	60	59	57	56	55	54	53	52	29st4
184	84	82	80	78	76	74	72	70	68	67	65	64	62	61	59	58	57	56	54	53	52	51	29st
182	83	81	79	77	75	73	71	69	68	66	64	63	62	60	59	57	56	55	54	53	51	50	28st9
180	82	80	78	76	74	72	70	69	67	65	64	62	61	59	58	57	56	54	53	52	51	50	28st5
178	81	79	77	75	73	71	70	68	66	65	63	62	60	59	57	56	55	54	53	51	50	49	28st1
176	80	78	76	74	72	71	69	67	65	64	62	61	59	58	57	56	54	53	52	51	50	49	27st10
174	79	77	75	73	71	70	68	66	65	63	62	60	59	57	56	55	54	53	51	50	49	48	27st6
172	79	76	74	73	71	69	67	66	64	62	61	60	58	57	56	54	53	52	51	50	49	48	27st1
170	78	76	74	72	70	68	66	65	63	62	60	59	57	56	55	54	52	51	50	49	48	47	26st11
168	77	75	73	71	69	67	66	64	62	61	60	58	57	55	54	53	52	51	50	49	48	47	26st7
166	76	74	72	70	68	66	65	63	62	60	59	57	56	55	54	52	51	50	49	48	47	46	26st2
164	75	73	71	69	67	66	64	62	61	60	58	57	55	54	53	52	51	50	48	47	46	45	25st12
162	74	72	70	68	67	65	63	62	60	59	57	56	55	54	52	51	50	49	48	47	46	45	25st7
160	73	71	69	67	66	64	63	61	59	58	57	55	54	53	52	50	49	48	47	46	45	44	25st3
158	72	70	68	67	65	63	62	60	59	57	56	55	53	52	51	50	49	48	47	46	45	44	24st12
156	71	69	68	66	64	62	61	59	58	57	55	54	53	52	50	49	48	47	46	45	44	43	24st7
154	70	68	67	65	63	62	60	59	57	56	55	53	52	51	50	49	48	46	45	44	43	42	24st4
152	69	68	66	64	62	61	59	58	57	55	54	53	51	50	49	48	47	46	45	44	43	42	23st13
150	68	67	65	63	62	60	59	57	56	54	53	52	51	50	48	47	46	45	44	43	42	42	23st9

☐ MUST score 0 - BMI >30.25kg/m²

Appendix 3 – Weight loss score



Step 2 – Weight loss score

KILOGRAMS				STONES AND POUNDS			
Score 0	Score 1	Score 2		Score 0	Score 1	Score 2	
Wt loss < 5%	Wt loss 5 - 10%	Wt loss > 10%		Wt loss < 5%	Wt loss 5 - 10%	Wt loss > 10%	
Weight loss in last 3 to 6 months				Weight loss in last 3 to 6 months			
kg	Less than (kg)	Between (kg)	More than (kg)	st lb	Less than (st lb)	Between (st lb)	More than (st lb)
30	1.6	1.6 - 3.3	3.3	4 10	0 3	0 3 - 0 7	0 7
31	1.6	1.6 - 3.4	3.4	4 12	0 4	0 4 - 0 8	0 8
32	1.7	1.7 - 3.6	3.6	5 1	0 4	0 4 - 0 8	0 8
33	1.7	1.7 - 3.7	3.7	5 3	0 4	0 4 - 0 8	0 8
34	1.8	1.8 - 3.8	3.8	5 5	0 4	0 4 - 0 8	0 8
35	1.8	1.8 - 3.9	3.9	5 7	0 4	0 4 - 0 9	0 9
36	1.9	1.9 - 4.0	4.0	5 9	0 4	0 4 - 0 9	0 9
37	1.9	1.9 - 4.1	4.1	5 12	0 4	0 4 - 0 9	0 9
38	2.0	2.0 - 4.2	4.2	6 0	0 4	0 4 - 0 9	0 9
39	2.1	2.1 - 4.3	4.3	6 2	0 5	0 5 - 0 10	0 10
40	2.1	2.1 - 4.4	4.4	6 4	0 5	0 5 - 0 10	0 10
41	2.2	2.2 - 4.6	4.6	6 6	0 5	0 5 - 0 10	0 10
42	2.2	2.2 - 4.7	4.7	6 9	0 5	0 5 - 0 10	0 10
43	2.3	2.3 - 4.8	4.8	6 11	0 5	0 5 - 0 11	0 11
44	2.3	2.3 - 4.9	4.9	6 13	0 5	0 5 - 0 11	0 11
45	2.4	2.4 - 5.0	5.0	7 1	0 5	0 5 - 0 11	0 11
46	2.4	2.4 - 5.1	5.1	7 3	0 5	0 5 - 0 11	0 11
47	2.5	2.5 - 5.2	5.2	7 6	0 5	0 5 - 0 12	0 12
48	2.5	2.5 - 5.3	5.3	7 8	0 6	0 6 - 0 12	0 12
49	2.6	2.6 - 5.4	5.4	7 10	0 6	0 6 - 0 12	0 12
50	2.6	2.6 - 5.6	5.6	7 12	0 6	0 6 - 0 12	0 12
51	2.7	2.7 - 5.5	5.7	8 0	0 6	0 6 - 0 12	0 12
52	2.7	2.7 - 5.8	5.8	8 3	0 6	0 6 - 0 13	0 13
53	2.8	2.8 - 5.9	5.9	8 5	0 6	0 6 - 0 13	0 13
54	2.8	2.8 - 6.9	6.0	8 7	0 6	0 6 - 0 13	0 13
55	2.9	2.9 - 6.1	6.1	8 9	0 6	0 6 - 0 13	0 13
56	2.9	2.9 - 6.2	6.2	8 11	0 6	0 6 - 1 0	1 0
57	3.0	3.0 - 6.3	6.3	9 0	0 7	0 7 - 1 0	1 0
58	3.1	3.1 - 6.4	6.4	9 2	0 7	0 7 - 1 0	1 0
59	3.1	3.1 - 6.6	6.6	9 4	0 7	0 7 - 1 0	1 0
60	3.2	3.2 - 6.7	6.7	9 6	0 7	0 7 - 1 1	1 1
61	3.2	3.2 - 6.8	6.8	9 8	0 7	0 7 - 1 1	1 1
62	3.3	3.3 - 6.9	6.9	9 11	0 7	0 7 - 1 1	1 1
63	3.3	3.3 - 7.0	7.0	9 13	0 7	0 7 - 1 1	1 1
64	3.4	3.4 - 7.1	7.1	10 1	0 7	0 7 - 1 2	1 2

KILOGRAMS				STONES AND POUNDS			
Score 0	Score 1	Score 2		Score 0	Score 1	Score 2	
Wt loss < 5%	Wt loss 5 - 10%	Wt loss > 10%		Wt loss < 5%	Wt loss 5 - 10%	Wt loss > 10%	
Weight loss in last 3 to 6 months				Weight loss in last 3 to 6 months			
kg	Less than (kg)	Between (kg)	More than (kg)	st lb	Less than (st lb)	Between (st lb)	More than (st lb)
65	3.4	3.4 - 7.2	7.2	10 3	0 8	0 8 - 1 2	1 2
66	3.5	3.5 - 7.3	7.3	10 6	0 8	0 8 - 1 2	1 2
67	3.5	3.5 - 7.4	7.4	10 8	0 8	0 8 - 1 2	1 2
68	3.6	3.6 - 7.7	7.6	10 10	0 8	0 8 - 1 3	1 3
69	3.6	3.6 - 7.7	7.7	10 12	0 8	0 8 - 1 3	1 3
70	3.7	3.7 - 7.8	7.8	11 0	0 8	0 8 - 1 3	1 3
71	3.7	3.7 - 7.9	7.9	11 3	0 8	0 8 - 1 3	1 3
72	3.8	3.8 - 8.0	8.0	11 5	0 8	0 8 - 1 4	1 4
73	3.8	3.8 - 8.1	8.1	11 7	0 8	0 8 - 1 4	1 4
74	3.9	3.9 - 8.2	8.2	11 9	0 9	0 9 - 1 4	1 4
75	3.9	3.9 - 8.3	8.3	11 11	0 9	0 9 - 1 4	1 4
76	4.0	4.0 - 8.4	8.4	12 0	0 9	0 9 - 1 5	1 5
77	4.1	4.1 - 8.6	8.6	12 2	0 9	0 9 - 1 5	1 5
78	4.1	4.1 - 8.6	8.7	12 4	0 9	0 9 - 1 5	1 5
79	4.2	4.2 - 8.7	8.8	12 6	0 9	0 9 - 1 5	1 5
80	4.2	4.2 - 8.9	8.9	12 8	0 9	0 9 - 1 6	1 6
81	4.3	4.3 - 9.0	9.0	12 11	0 9	0 9 - 1 6	1 6
82	4.3	4.3 - 9.1	9.1	12 13	0 10	0 10 - 1 6	1 6
83	4.4	4.4 - 9.2	9.2	13 1	0 10	0 10 - 1 6	1 6
84	4.4	4.4 - 9.3	9.3	13 3	0 10	0 10 - 1 7	1 7
85	4.5	4.5 - 9.4	9.4	13 5	0 10	0 10 - 1 7	1 7
86	4.5	4.5 - 9.6	9.6	13 8	0 10	0 10 - 1 7	1 7
87	4.6	4.6 - 9.7	9.7	13 10	0 10	0 10 - 1 7	1 7
88	4.6	4.6 - 9.8	9.8	13 12	0 10	0 10 - 1 8	1 8
89	4.7	4.7 - 9.9	9.9	14 0	0 10	0 10 - 1 8	1 8
90	4.7	4.7 - 10.0	10.0	14 2	0 10	0 10 - 1 8	1 8
91	4.8	4.8 - 10.1	10.1	14 5	0 11	0 11 - 1 8	1 8
92	4.8	4.8 - 10.2	10.2	14 7	0 11	0 11 - 1 9	1 9
93	4.9	4.9 - 10.3	10.3	14 9	0 11	0 11 - 1 9	1 9
94	4.9	4.9 - 10.4	10.4	14 11	0 11	0 11 - 1 9	1 9
95	5.0	5.0 - 10.6	10.6	14 13	0 11	0 11 - 1 9	1 9
96	5.1	5.1 - 10.7	10.7	15 2	0 11	0 11 - 1 10	1 10
97	5.1	5.1 - 10.8	10.8	15 4	0 11	0 11 - 1 10	1 10
98	5.2	5.2 - 10.9	10.9	15 6	0 11	0 11 - 1 10	1 10
99	5.2	5.2 - 11.0	11.0	15 8	0 11	0 11 - 1 10	1 10

PF WR5330 Current weight and weight loss in last 3 to 6 months Version 1 Page 1 of 2

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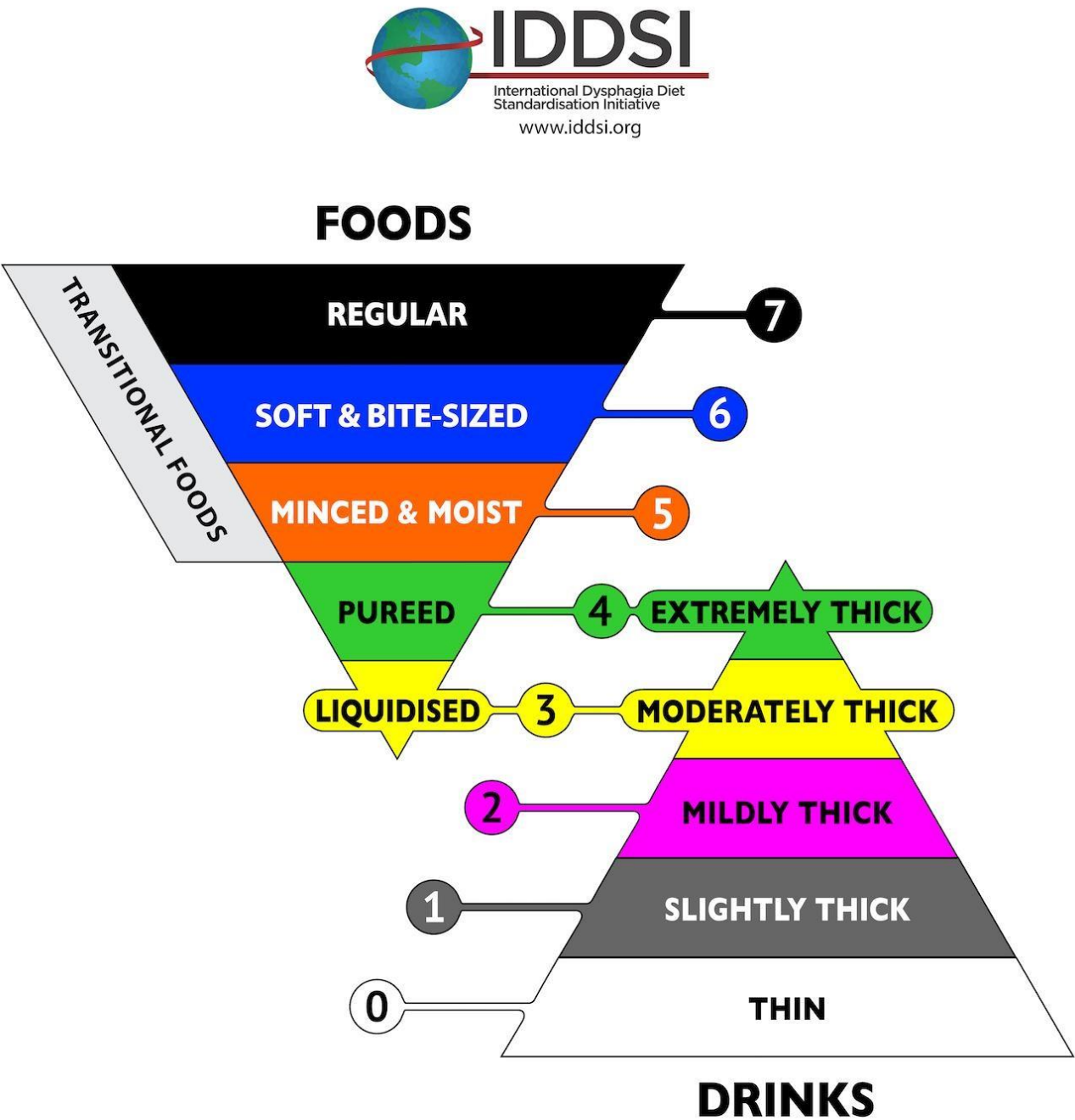
Step 2 – Weight loss score

KILOGRAMS				STONES AND POUNDS			
Score 0	Score 1	Score 2		Score 0	Score 1	Score 2	
Wt loss < 5%	Wt loss 5-10%	Wt loss > 10%		Wt loss < 5%	Wt loss 5-10%	Wt loss > 10%	
Weight loss in last 3 to 6 months				Weight loss in last 3 to 6 months			
kg	Less than (kg)	Between (kg)	More than (kg)	st lb	Less than (st lb)	Between (st lb)	More than (st lb)
100	5.3	5.3 - 11.1	11.1	15 10	0 12	0 12 - 1 10	1 10
101	5.3	5.3 - 11.2	11.2	15 13	0 12	0 12 - 1 11	1 11
102	5.4	5.4 - 11.3	11.3	16 1	0 12	0 12 - 1 11	1 11
103	5.4	5.4 - 11.4	11.4	16 3	0 12	0 12 - 1 11	1 11
104	5.5	5.5 - 11.6	11.6	16 5	0 12	0 12 - 1 11	1 11
105	5.5	5.5 - 11.7	11.7	16 7	0 12	0 12 - 1 12	1 12
106	5.6	5.6 - 11.8	11.8	16 10	0 12	0 12 - 1 12	1 12
107	5.6	5.6 - 11.9	11.9	16 12	0 12	0 12 - 1 12	1 12
108	5.7	5.7 - 12.0	12.0	17 0	0 13	0 13 - 1 12	1 12
109	5.7	5.7 - 12.1	12.1	17 2	0 13	0 13 - 1 13	1 13
110	5.8	5.8 - 12.2	12.2	17 5	0 13	0 13 - 1 13	1 13
111	5.8	5.8 - 12.3	12.3	17 7	0 13	0 13 - 1 13	1 13
112	5.9	5.9 - 12.4	12.4	17 9	0 13	0 13 - 1 13	1 13
113	5.9	5.9 - 12.6	12.6	17 11	0 13	0 13 - 2 0	2 0
114	6.0	6.0 - 12.7	12.7	17 13	0 13	0 13 - 2 0	2 0
115	6.1	6.1 - 12.8	12.8	18 4	0 13	0 13 - 2 0	2 0
116	6.1	6.1 - 12.9	12.9	18 4	0 13	0 13 - 2 0	2 0
117	6.2	6.2 - 13.0	13.0	18 6	1 0	1 0 - 2 1	2 1
118	6.2	6.2 - 13.1	13.1	18 8	1 0	1 0 - 2 1	2 1
119	6.3	6.3 - 13.2	13.2	18 10	1 0	1 0 - 2 1	2 1
120	6.3	6.3 - 13.3	13.3	18 13	1 0	1 0 - 2 1	2 1
121	6.4	6.4 - 13.4	13.4	19 1	1 0	1 0 - 2 2	2 2
122	6.4	6.4 - 13.6	13.6	19 3	1 0	1 0 - 2 2	2 2
123	6.5	6.5 - 13.7	13.7	19 5	1 0	1 0 - 2 2	2 2
124	6.5	6.5 - 13.8	13.8	19 7	1 0	1 0 - 2 2	2 2
125	6.6	6.6 - 13.9	13.9	19 10	1 1	1 1 - 2 3	2 3
126	6.6	6.6 - 14.0	14.0	19 12	1 1	1 1 - 2 3	2 3
127	6.7	6.7 - 14.1	14.1	19 14	1 1	1 1 - 2 3	2 3
128	6.7	6.7 - 14.2	14.2	20 2	1 1	1 1 - 2 3	2 3
129	6.8	6.8 - 14.3	14.3	20 4	1 1	1 1 - 2 4	2 4
130	6.8	6.8 - 14.4	14.4	20 7	1 1	1 1 - 2 4	2 4
131	6.9	6.9 - 14.6	14.6	20 9	1 1	1 1 - 2 4	2 4
132	6.9	6.9 - 14.7	14.7	20 11	1 1	1 1 - 2 4	2 4
133	7.0	7.0 - 14.8	14.8	20 13	1 1	1 1 - 2 5	2 5
134	7.1	7.1 - 14.9	14.9	21 1	1 2	1 2 - 2 5	2 5

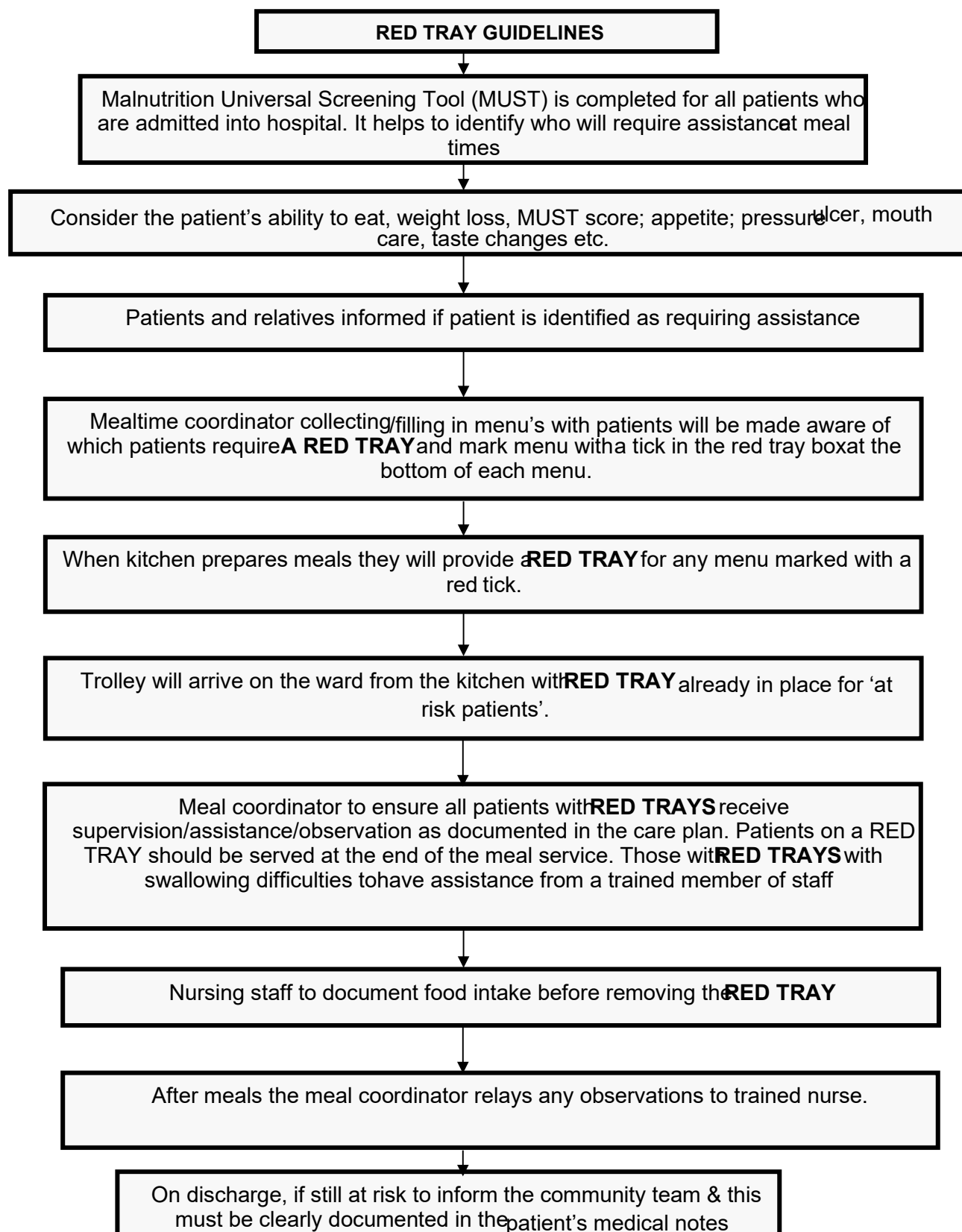
KILOGRAMS				STONES AND POUNDS			
Score 0	Score 1	Score 2		Score 0	Score 1	Score 2	
Wt loss < 5%	Wt loss 5-10%	Wt loss > 10%		Wt loss < 5%	Wt loss 5-10%	Wt loss > 10%	
Weight loss in last 3 to 6 months				Weight loss in last 3 to 6 months			
kg	Less than (kg)	Between (kg)	More than (kg)	st lb	Less than (st lb)	Between (st lb)	More than (st lb)
135	7.1	7.1 - 15.0	15.0	21 4	1 2	1 2 - 2 5	2 5
136	7.2	7.2 - 15.1	15.1	21 6	1 2	1 2 - 2 5	2 5
137	7.2	7.2 - 15.2	15.2	21 8	1 2	1 2 - 2 6	2 6
138	7.3	7.3 - 15.3	15.3	21 10	1 2	1 2 - 2 6	2 6
139	7.3	7.3 - 15.4	15.4	21 12	1 2	1 2 - 2 6	2 6
140	7.4	7.4 - 15.6	15.6	21 1	1 2	1 2 - 2 6	2 6
141	7.4	7.4 - 15.7	15.7	22 3	1 2	1 2 - 2 7	2 7
142	7.5	7.5 - 15.8	15.8	22 5	1 2	1 2 - 2 7	2 7
143	7.5	7.5 - 15.9	15.9	22 7	1 3	1 3 - 2 7	2 7
144	7.6	7.6 - 16.0	16.0	22 9	1 3	1 3 - 2 7	2 7
145	7.6	7.6 - 16.1	16.1	22 12	1 3	1 3 - 2 8	2 8
146	7.7	7.7 - 16.2	16.2	22 14	1 3	1 3 - 2 8	2 8
147	7.7	7.7 - 16.3	16.3	23 2	1 3	1 3 - 2 8	2 8
148	7.8	7.8 - 16.4	16.4	23 4	1 3	1 3 - 2 8	2 8
149	7.8	7.8 - 16.6	16.6	23 6	1 3	1 3 - 2 8	2 8
150	7.9	7.9 - 16.7	16.7	23 9	1 3	1 3 - 2 9	2 9
151	7.9	7.9 - 16.8	16.8	23 11	1 4	1 4 - 2 9	2 9
152	8.0	8.0 - 16.9	16.9	23 13	1 4	1 4 - 2 9	2 9
153	8.1	8.1 - 17.0	17.0	24 1	1 4	1 4 - 2 9	2 9
154	8.1	8.1 - 17.1	17.1	24 4	1 4	1 4 - 2 9	2 10
155	8.2	8.2 - 17.2	17.2	24 6	1 4	1 4 - 2 10	2 10
156	8.2	8.2 - 17.3	17.3	24 8	1 4	1 4 - 2 10	2 10
157	8.3	8.3 - 17.6	17.4	24 10	1 4	1 4 - 2 10	2 10
158	8.3	8.3 - 17.6	17.6	24 12	1 4	1 4 - 2 11	2 11
159	8.4	8.4 - 17.7	17.7	25 1	1 4	1 4 - 2 11	2 11
160	8.4	8.4 - 17.8	17.8	25 3	1 5	1 5 - 2 11	2 11
161	8.5	8.5 - 17.9	17.9	25 5	1 5	1 5 - 2 11	2 11
162	8.5	8.5 - 18.0	18.0	25 7	1 5	1 5 - 2 12	2 12
163	8.6	8.6 - 18.1	18.1	25 9	1 5	1 5 - 2 12	2 12
164	8.6	8.6 - 18.2	18.2	25 12	1 5	1 5 - 2 12	2 12
165	8.7	8.7 - 18.3	18.3	26 0	1 5	1 5 - 2 12	2 12
166	8.7	8.7 - 18.4	18.4	26 2	1 5	1 5 - 2 13	2 13
167	8.8	8.8 - 18.6	18.6	26 4	1 5	1 5 - 2 13	2 13
168	8.8	8.8 - 18.7	18.7	26 6	1 5	1 5 - 2 13	2 13
169	8.9	8.9 - 18.8	18.8	26 9	1 6	1 6 - 2 13	2 13

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Appendix 4 – International Dysphagia Diet Standardisation Initiative



Appendix 5 – Red Tray Guideline



Supporting Document 1 - Equality Impact Assessment Tool

To be completed by the key document author and attached to key document when submitted to the appropriate committee for consideration and approval.

		Yes/No	Comments
1.	Does the policy/guidance affect one group less or more favourably than another on the basis of:		
	Race	No	
	Ethnic origins (including gypsies and travellers)	No	
	Nationality	No	
	Gender	No	
	Culture	No	
	Religion or belief	No	
	Sexual orientation including lesbian, gay and bisexual people	No	
	Age	No	
2.	Is there any evidence that some groups are affected differently?	No	
3.	If you have identified potential discrimination, are any exceptions valid, legal and/or justifiable?	No	
4.	Is the impact of the policy/guidance likely to be negative?	No	
5.	If so can the impact be avoided?	No	
6.	What alternatives are there to achieving the policy/guidance without the impact?	No	
7.	Can we reduce the impact by taking different action?	No	

If you have identified a potential discriminatory impact of this key document, please refer it to Human Resources, together with any suggestions as to the action required to avoid/reduce this impact.

For advice in respect of answering the above questions, please contact Human Resources.

Supporting Document 2 – Financial Impact Assessment

To be completed by the key document author and attached to key document when submitted to the appropriate committee for consideration and approval.

	Title of document:	Yes/No
1.	Does the implementation of this document require any additional Capital resources	No
2.	Does the implementation of this document require additional revenue	No
3.	Does the implementation of this document require additional manpower	No
4.	Does the implementation of this document release any manpower costs through a change in practice	No
5.	Are there additional staff training costs associated with implementing this document which cannot be delivered through current training programmes or allocated training times for staff	No
	Other comments:	

If the response to any of the above is yes, please complete a business case and which is signed by your Finance Manager and Directorate Manager for consideration by the Accountable Director before progressing to the relevant committee for approval