



THE SCOTTISH OFFICE

NHS: MEL(1993)148

St. Andrew's House Edinburgh EH1 3DG

National Health Service in Scotland Management Executive

Dear Colleague

ALCOHOL AND HEALTHY EATING POLICIES IN NHS **PREMISES**

Summary

Following the successful implementation of no smoking policies throughout the NHS in Scotland by 31 May 1993, the Management Plan for 1993/94 set a target date of 31 March 1994 for putting in place alcohol and healthy eating policies in NHS premises.

Action

- Annexes A &B set out the key issues which should be covered in such policies. General Managers and Chief Executives of NHS Trusts should have regard to these core elements, and develop them to suit their own circumstances, when putting policies in place. The recommendations of the James Report, to be published in December, should also be taken into account.
- General Managers and Chief Executives of NHS Trusts are asked to confirm to Patricia Russell by 31 January 1994 that their organisation will be able to meet the target date of 31 March 1994 for both policies; and to let her have copies of the final documents by 31 March 1994. If your organisation has major problems in meeting the target date, please let Patricia Russell know by 31 December 1993.
- 4. This letter should be copied to Unit General Managers for information.

Yours sincerely

ISABELLE LOW Director of Health Care



74 November 1993

Addressees

For action: General Managers, Health Boards

General Manager, Common Services Agency

General Manager, State Hospital

Chief Executives NHS Trusts

For information: General Manager Health Education Board for Scotland |

To be copied to Unit General Managers for information

Enquiries to:

Patricia Russell Directorate of Health Care NHS Management Executive Room 53A St Andrew's House EDINBURGH EH1 3DG Tel: 031-244-2128 Faz: 031-244-2326

HEALTHY EATING POLICY

- 1. A written policy on healthy eating would usually cover:
 - a commitment to ensure provision of health education for staff and patients to promote awareness of the benefits of a healthy diet and to encourage healthy eating;
 - a statement of the intention to ensure that healthy choices in food are available in NHS premises, and how it will be put into practice for patients and staff;
 - arrangements for catering for special needs eg ethnic minority, religious requirements
 - arrangements for monitoring and reviewing the policy.
- 2. The processes for establishing such a policy should include:
 - a timescale;
 - consultation with staff and unions at all stages of planning and implementation;
 - establishment of monitoring systems;
 - training for management and supervisory staff.
- 3. Once established, the policy should be reflected in
 - recruitment, training and staff management procedures;
 - staff and patient information and education.