

DEPARTMENT OF HEALTH SERVICES
COUNTY OF LOS ANGELES**SUBJECT:** DIETARY SERVICES SPECIAL FUNCTION MEALS AND REFRESHMENTS**POLICY NO. 866**

PURPOSE:: To state the Department's policy in providing meals and refreshments for special functions.**POLICY::** Complimentary meals and refreshments may be provided by the Department when approved by the Director, Chief Deputy Director, Executive Director, LAC/USC Medical Center, Medical Director or appropriate Deputy Director.**GUIDE::** Examples of the types of special functions for which food services may be appropriate are as follows:

1. Recruitment/Retention functions for nurses and other hard-to-recruit groups.
2. Site visits by County, State and Federal government officials or representatives of regulatory agencies or commissions.
3. Special recognition functions for volunteers, facility support groups and employee recognition.
4. Community groups and advisory committee meetings.
5. Regularly scheduled meetings of committees of the medical staff which are delineated in the Medical Staff By- laws.
6. Meetings of departmental committees which are hosted on a rotating basis at the various hospitals by the Department.
7. Other special functions approved as appropriate by the Director, Chief Deputy Director, Executive Director, LAC/USC Medical Center, Medical Director or appropriate Deputy Director.

Meals and refreshments shall not be provided for routine activities involving County personnel only.

AUTHORITY:: Los Angeles County Code, Chapter 5.76.

EFFECTIVE DATE: May 01, 1982**SUPERCEDES:****APPROVED:** Signature on File