



# Department of Defense INSTRUCTION

**NUMBER** 6025.24

March 7, 2014

Incorporating Change 1, Effective August 11, 2015

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USD(P&R)

**SUBJECT:** Provision of Food and Beverages to Certain Uniformed Service Members, Former Members, and Dependents Not Receiving Inpatient Care in Medical Treatment Facilities (MTFs)

**References:** See Enclosure 1

1. PURPOSE. In accordance with the authority in DoD Directive 5124.02 (Reference (a)), this instruction establishes policy, assigns responsibilities, and provides direction to provide food and beverages to certain uniformed service members, former members, and dependents not receiving inpatient care in MTFs, in accordance with the authority of section 1078b of Title 10, United States Code (Reference (b)), and guidance in DoD Instruction 1338.10 (Reference (c)).

2. APPLICABILITY. This instruction applies to:

a. OSD, the Military Departments (including the U.S. Coast Guard at all times, including when it is a Service in the Department of Homeland Security by agreement with that Department), the Office of the Chairman of the Joint Chiefs of Staff and the Joint Staff, the Combatant Commands, the Office of the Inspector General of the Department of Defense, the Defense Agencies, the DoD Field Activities, and all other organizational entities within the DoD (referred to collectively in this instruction as the “DoD Components”).

b. Under agreement with the Department of Health and Human Services, the Commissioned Corps of the U.S. Public Health Service (USPHS), and the Commissioned Corps of the National Oceanic and Atmospheric Administration (NOAA).

3. POLICY. It is DoD policy that:

a. MTFs with food service capabilities may provide food and beverages to uniformed service members, former members, or dependents receiving outpatient medical care at an MTF and who are unable to purchase food and beverages while at the MTF by virtue of receiving such care.

b. MTFs may provide food and beverages for a uniformed service member, former member, or dependent who is a family member of an infant receiving inpatient medical care at an MTF and who is unable to purchase these items by virtue of providing such care to the infant.

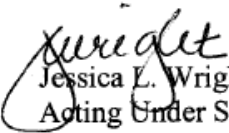
c. MTFs may provide food and beverages for a uniformed service-member, former member, or dependent who is under similar circumstances as a uniformed service member, former member, or dependent described in paragraphs 3a or 3b.

4. RESPONSIBILITIES. See Enclosure 2.

5. PROCEDURES. See Enclosure 3.

6. RELEASABILITY. **Cleared for public release.** This instruction is available on the Internet from the DoD Issuances Website at <http://www.dtic.mil/whs/directives>.

7. EFFECTIVE DATE. This instruction is effective March 7, 2014.

  
Jessica L. Wright  
Acting Under Secretary of Defense for  
Personnel and Readiness

Enclosures

1. References
2. Responsibilities
3. Procedures

Glossary

ENCLOSURE 1

REFERENCES

- (a) DoD Directive 5124.02, "Under Secretary of Defense for Personnel and Readiness (USD(P&R))," June 23, 2008
- (b) Sections 1072 and 1078b of Title 10, United States Code
- (c) DoD Instruction 1338.10, "Department of Defense Food Service Program (DFSP)," September 12, 2012

ENCLOSURE 2

RESPONSIBILITIES

1. ASSISTANT SECRETARY OF DEFENSE FOR HEALTH AFFAIRS (ASD(HA)). Under the authority, direction, and control of the Under Secretary of Defense for Personnel and Readiness, the ASD(HA):

- a. Ensures the implementation of this instruction by the DoD Components.
- b. Monitors the activities associated with this instruction and Reference (a).

2. SECRETARIES OF THE MILITARY DEPARTMENTS, DIRECTOR OF THE DEFENSE HEALTH AGENCY, COMMANDANT OF THE U.S. COAST GUARD, DIRECTOR OF NOAA, AND ASSISTANT SECRETARY FOR HEALTH, U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES. The Secretaries of the Military Departments, Director of the Defense Health Agency, Commandant of the U.S. Coast Guard, Director of NOAA, and Assistant Secretary for Health of the Department of Health and Human Services implement this instruction within their respective organizations.

ENCLOSURE 3

PROCEDURES

1. MEDICAL STAFF

a. Determine patient eligibility:

(1) Identify outpatients undergoing medical procedures involving extended (4 hours or as per recommended dietary requirements) periods and who are unable to purchase food or beverages by virtue of receiving such care.

(2) Identify the family member who provides care to an infant receiving inpatient medical care but who is unable to purchase food or beverages by virtue of providing such care to the infant.

(3) Identify individuals under similar circumstances as those identified in paragraphs 1a(1) and 1a(2) of this enclosure.

b. Request food and beverages from the MTF's Food Service Department:

(1) Communicate in a timely manner to take care of the patient's nutritional needs.

(2) Address dietary restrictions at the time the order is placed.

(3) Provide food and beverages in a timely manner in accordance with the MTF's routine food service procedures.

2. FOOD SERVICE DEPARTMENT

a. Receive and process food and beverage requests in a timely manner.

b. Prepare appropriate food and beverage based upon patient's dietary restrictions.

c. Track food and beverage items provided in accordance with routine documentation and reporting.

3. ACCOUNTING PROCESS

a. Support fiscal responsibility and minimize fraud, waste, and abuse.

b. Comply with current Service-specific procedures and internal controls.

GLOSSARY

PART I. ABBREVIATIONS AND ACRONYMS

ASD(HA)	Assistant Secretary of Defense for Health Affairs
MTF	medical treatment facility
NOAA	National Oceanic and Atmospheric Administration
USPHS	United States Public Health Service

PART II. DEFINITIONS

These terms and their definitions are for the purpose of this instruction.

dependent. As defined in section 1072(2) of Reference (b).

food. Any substance consumed to provide nutritional support for the body.

food service. Includes nutrition, acquisition and distribution of food supplies and equipment, menu and recipe planning, meal preparation and serving, sanitation, design, and layout of facilities personnel, training, and accounting and reporting.

medical staff. Employees of the MTF including physicians, registered nurses, physician assistants, and registered dietitians.

MTFs. Those inpatient and outpatient facilities owned, staffed, and managed by the Military Departments.

patients. A sick, injured, wounded, or other person requiring medical or dental care or treatment.

uniformed services. The United States Army, Navy, Air Force, Marine Corps, Coast Guard, Commissioned Corps of NOAA, and Commissioned Corps of the USPHS.