



**Policy & Procedure Manual**

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**CLIENT WEIGHTS – R-III-5**

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**POLICY:**

All clients shall be weighed routinely at least once a month, and as needed at the discretion of the caregiver or recommended by physician or dietician.

**PURPOSE:**

To monitor the client's weight.

**PROCEDURE:**

1. Identify when monthly weight is due.
2. Follow instructions for the type of scale that is being used. Weigh the client accordingly and record the weight on Monthly Weight Chart (Appendix A).
3. Record the weight in the client's Progress Notes as per charting R-II-1.
4. If there are any significant changes, notify the appropriate people and monitor weight more frequently.

**RECOMMENDED BY:** Director, Personal Support Services

**APPENDICES:** 1

**OPERATIONAL ACCOUNTABILITY:** Administration, Personal Support Services  
Administration, Personal Support Services

**ORIGINAL POLICY DATE:** March 1996

**AUTHORIZED BY:** Executive Director

**SIGNATURE:**

OPTIONS northwest  
MONTHLY WEIGHT CHART FOR THE YEAR \_\_\_\_\_

NAME	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC