



Policy: PA.5053  
Title: **Food Storage**  
Department: CalOptima Health PACE  
Section: Not Applicable

CEO Approval: /s/ Michael Hunn 02/21/2025

Effective Date: 10/01/2013  
Revised Date: 02/01/2025

Applicable to: ☐ Medi-Cal  
☐ OneCare  
☒ PACE  
☐ Administrative

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## **I. PURPOSE**

This policy outlines the guidelines for proper food storage of Participant food that is maintained at the CalOptima Health Program of All-Inclusive Care for the Elderly (PACE) Centers.

## **II. POLICY**

A. CalOptima Health PACE Centers shall store and maintain all Participant food in a sanitary environment.

## **III. PROCEDURE**

A. CalOptima Health PACE Center food storage guidelines are as follows:

1. Food storage areas of adequate size to accommodate the required food supply;
2. Food storage areas shall be clean at all times;
3. Dry or staple food items shall be stored above the floor on shelves, racks, or dollies which permit easy and regular cleaning in a ventilated room not subject to sewage or wastewater backflow or contamination by condensation, leakage, rodents, or vermin;
4. The temperature for refrigerator, cold storage shall be maintained at 4°C/40°F or below;
5. Hot foods shall be maintained at 60°C/140°F if they are not served immediately upon completion of cooking. Employees shall check temperature of food prior to serving and record the date, time, and temperature of food on the Food Temperature Log;
6. The temperature for frozen food storage shall be maintained at -18°C/0°F or below;
7. Pesticides and other toxic substances shall not be stored in food storeroom, kitchen areas, or where kitchen equipment or utensils are stored;
8. Soaps, detergents, cleaning compounds, craft supplies, or similar substances shall be stored in areas separate from food supplies; and

9. Employees' street clothing and purses shall be stored in an enclosed area separated from food, paper goods, utensils, kitchen equipment and other supplies used in the preparation or service of food.
- B. CalOptima Health PACE shall maintain at least a three (3) calendar day emergency food and water supply of non-perishable items at the CalOptima Health PACE Center at all times.
1. In the event of an emergency, CalOptima Health PACE shall utilize the three (3) calendar day supply of non-perishable food and water, as required, for Participants and employees in attendance at the CalOptima Health PACE Center.
- C. The CalOptima Health PACE Dietician, or designee, shall conduct periodic food safety and sanitation audits to ensure compliance and report any issues for follow-up action to the CalOptima Health PACE Quality Improvement Department. If a contracted vendor provides the food service, the CalOptima Health PACE Dietician, or designee, shall ensure that such vendor has conducted periodic food safety and sanitation audits and may request the results of such audits.

#### **IV. ATTACHMENT(S)**

- A. Food Temperature Log

#### **V. REFERENCE(S)**

- A. CalOptima Health PACE Program Agreement  
 B. Title 22, California Code of Regulations (C.C.R.), §78335

#### **VI. REGULATORY AGENCY APPROVAL(S)**

None to Date

#### **VII. BOARD ACTION(S)**

None to Date

#### **VIII. REVISION HISTORY**

<b>Action</b>	<b>Date</b>	<b>Policy</b>	<b>Policy Title</b>	<b>Program(s)</b>
Effective	10/01/2013	PA.5053	Food Storage	PACE
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Reviewed	01/01/2015	PA.5053	Food Storage	PACE
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Revised	07/01/2024	PA.5053	Food Storage	PACE
Revised	02/01/2025	PA.5053	Food Storage	PACE

## IX. GLOSSARY

Term	Definition
Dietitian/Nutritionist	A person who is registered or eligible for registration as a Registered Dietitian by the Commission on Dietetic Registration (Bus. & Prof. Code, chapter 5.65, sections 2585 and 2586).
PACE Center	The location designated by CalOptima Health PACE at which Participants shall receive PCP services.
Participant	An individual enrolled in the CalOptima Health PACE program.
Program of All-Inclusive Care for the Elderly (PACE)	PACE is a long-term comprehensive health care program that helps older adults to remain as independent as possible. PACE coordinates and provides all needed preventive, primary, acute and long-term care services so seniors can continue living in their community.