



Policy: PA.5050  
Title: **Nutrition**  
Department: CalOptima Health PACE  
Section: Not Applicable

CEO Approval: /s/ Michael Hunn 03/20/2024

Effective Date: 10/01/2013  
Revised Date: 03/01/2024

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

## I. PURPOSE

---

This policy outlines the manner in which the CalOptima Health Program of All-Inclusive Care for the Elderly (PACE) provides clinically appropriate and nutritious meals to its Participants, and the oversight of the PACE Registered Dietician over the CalOptima Health PACE nutrition service.

## II. POLICY

- A. Nutritional clinical services are provided through the CalOptima Health PACE Center by a Registered Dietician (RD). As part of the Interdisciplinary Team (IDT), the Dietician shall perform nutritional assessments at enrollment, on an annual basis, and more often as clinically indicated for all CalOptima Health PACE Participants.
- B. CalOptima Health PACE does not prepare meals at the PACE Center. A contracted food service vendor shall deliver food to the CalOptima Health PACE Center.
- C. The CalOptima Health PACE RD shall coordinate all activities related to food and food services for the CalOptima Health PACE Center. The PACE RD shall be responsible for the following:
  - 1. Assessing the nutritional needs of Participants upon enrollment, periodically as assigned, and as required under regulations and/or each Participant's care plan;
  - 2. Reviewing Participant's nutritional needs with IDT;
  - 3. Meeting the nutritional therapeutic and special dietary needs of Participants;
  - 4. Assessing the Participants' responses and satisfaction with nutrition services;
  - 5. Monitoring Participant weight, as recorded by the primary care team, noting any significant changes, and recommending dietary changes, as appropriate;
  - 6. Supervising meal service delivery to Participants attending the PACE Center;
  - 7. Receiving and approving all meals;
  - 8. Educating Participants, families, and PACE employees regarding special dietary regimens and nutritional requirements as prescribed by the provider;

9. Documenting care in the Participant's Medical Record;
10. Providing in-service education to Participants, PACE employees, and contractors regarding nutritional items; and
11. Utilizing currently approved nutrition care standards.

### **III. PROCEDURE**

#### **A. Nutritional Assessments**

1. Upon enrollment, the PACE RD shall:
  - a. Complete an initial nutritional evaluation of a Participant to include diet recall of a typical day, meal pattern and current diet, primary source of meals, food preparation resources and ability, food allergies and preferences, current height and weight, and weight history;
  - b. Seek input from the providers and pharmacists when determining the nutritional adequacy of the menus and the caloric and nutritional needs of the Participant population, as necessary;
  - c. Make recommendations to the Participant based on the nutritional assessment; and
  - d. Provide the Participant's family or caregiver nutritional education as recommended by the IDT and as authorized by the Participant.
2. Nutritional reassessments shall include noting weight changes, changes in appetite, changes in meal source or food provider, evaluation of laboratory indicators of nutritional status, evaluation of need for nutritional supplements, Participant food preferences, and changes in treatment plan.

#### **B. Cleaning and Sanitation of Utensils**

1. The CalOptima Health PACE Center shall have a designated receptacle for food waste and for all disposable dishes and utensils.
2. CalOptima Health PACE shall clean and sanitize all non-disposable dishware and utensils used in the CalOptima Health PACE Center on a daily basis in accordance with CalOptima Health Policy PA.5052: Utensil Cleaning Guidelines for Nutritional Services.

#### **C. Diet Orders**

1. The PACE RD shall review diet orders for each Participant at least every ninety (90) calendar days for oversight and implementation.
2. The PACE provider or PACE RD shall prescribe, date and sign all diets.
3. On a monthly basis, CalOptima Health PACE shall review and communicate the number of bulk meals delivered daily with the contracted food service vendor.
4. The contracted food service vendor shall prepare and distribute menus at least quarterly. The PACE RD shall ensure that a monthly menu is posted visibly in the CalOptima Health PACE Center.

#### D. Meals at the PACE Center

1. CalOptima Health PACE shall provide a lunch meal in accordance with diet orders to all Participants attending the PACE Center, with an optional light breakfast service available to Participants.
2. As a “catered elderly nutrition site,” meals shall be served, but not prepared, on the premises; the contracted food service vendor shall prepare meals off-site and deliver the meals to CalOptima Health PACE. The PACE RD shall maintain oversight of the contracted food service vendor to ensure that the vendor adheres to all applicable regulations for Congregate Nutrition and Home Delivered Meals as authorized by the California Department of Aging (CDA) and/or local public health agencies.
3. CalOptima Health PACE shall ensure each meal is served at the proper temperature and in a form designed to meet individual needs in the proper texture.
4. The PACE Dietitian shall ensure that each Participant is provided substitute foods or nutritional supplements that meet their specific daily nutritional and dietary needs when the Participant:
  - a. Refuses the food served;
  - b. Cannot tolerate the food served; or
  - c. Does not eat adequately.
5. CalOptima Health PACE shall not prepare foods from raw protein ingredients. CalOptima Health PACE shall maintain a limited amount of foods on-site for Participant consumption when supplemental snacks are required.
6. CalOptima Health PACE shall ensure that food is stored and its temperature is maintained in compliance with applicable regulations issued by the California Department of Aging and/or local public health agencies.

#### E. Home Delivered Meals

1. The IDT may recommend that home delivered meals be provided to Participants who have limited access to clinically appropriate food in their home.
2. The PACE RD shall ensure that such vendor providing home delivered meals has conducted periodic food safety and sanitation audits and may request the results of such audits. Any issues identified shall be reported to the CalOptima Health PACE Quality Improvement Department for follow-up action.

#### IV. ATTACHMENT(S)

Not Applicable

#### V. REFERENCE(S)

- A. CalOptima Health PACE Contract with the Department of Health Care Services for the PACE Program
- B. CalOptima Health PACE Program Agreement
- C. CalOptima Health Policy PA.5052: Utensil Cleaning Guidelines for Nutritional Services

- D. Title 22, California Code of Regulations (C.C.R), §7630 et seq.  
E. Title 42, Code of Federal Regulations (C.F.R.), §460.78

**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.5050	Nutrition	PACE
Revised	10/01/2014	PA.5050	Nutrition	PACE
Reviewed	04/01/2015	PA.5050	Nutrition	PACE
Revised	05/01/2016	PA.5050	Nutrition	PACE
Revised	04/01/2017	PA.5050	Nutrition	PACE
Revised	09/01/2018	PA.5050	Nutrition	PACE
Revised	05/01/2019	PA.5050	Nutrition	PACE
Revised	10/01/2020	PA.5050	Nutrition	PACE
Revised	08/01/2021	PA.5050	Nutrition	PACE
Revised	05/01/2022	PA.5050	Nutrition	PACE
Revised	08/01/2023	PA.5050	Nutrition	PACE
Revised	03/01/2024	PA.5050	Nutrition	PACE

## IX. GLOSSARY

<b>Term</b>	<b>Definition</b>
Interdisciplinary Team (IDT)	<p>A team composed of members qualified to fill, at minimum, the following roles, in accordance with 42 CFR 460.102. One individual may fill two separate roles on the interdisciplinary team where the individual meets applicable state licensure requirements and is qualified to fill the two roles and able to provide appropriate care to meet the needs of Participants:</p> <ol style="list-style-type: none"> <li>1. Primary Care Provider; Primary medical care must be furnished to a Participant by any of the following <ol style="list-style-type: none"> <li>a. A primary care physician.</li> <li>b. A community-based physician.</li> <li>c. A physician assistant who is licensed in the State and practices within his or her scope of practice as defined by State laws with regard to oversight, practice authority and prescriptive authority.</li> <li>d. A nurse practitioner who is licensed in the State and practices within his or her scope of practice as defined by State laws with regard to oversight, practice authority and prescriptive authority.</li> </ol> </li> <li>2. Registered Nurse;</li> <li>3. Master's – level Social Worker;</li> <li>4. Physical Therapist;</li> <li>5. Occupational Therapist;</li> <li>6. Recreational Therapist or Activity Coordinator;</li> <li>7. Dietician;</li> <li>8. PACE Center Manager;</li> <li>9. Home Care Coordinator;</li> <li>10. Personal Care Attendant or his or her representative; and</li> <li>11. Driver or his or her representative</li> </ol>
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).
Medical Record	Written documentary evidence of treatments rendered to plan Participants.
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.