

LICENSED HEALTH CARE FACILITY (LHCF) CONTINGENCY PLAN FOR CLOSURE

To ensure the health and safety of the public, the California Retail Food Code requires food facilities to be closed when an imminent health hazard is identified and cannot be immediately corrected. If an imminent health hazard is discovered during a health inspection, the health permit will be suspended and a red "CLOSED" placard will be posted.

Due to the nature of LHCFs, food must still be provided to the residents in a safe and sanitary manner. The following questions should be evaluated and answered so that a contingency plan is established and can be followed when the kitchen is not available for use.

This contingency plan worksheet should be re-evaluated annually to ensure that the plan is still feasible. If the plan is modified, please provide the Environmental Management Department with an updated copy. Resubmittal is required at least every three years.

Examples of imminent health hazards that may require kitchen closure:

Vermin infestation-cockroaches, rats, mice, flies

- Live cockroaches or cockroach egg cases in the facility
- Rats or mice in the facility, marked by the appearance of droppings or damage to food products from gnawing
- Contamination of food or equipment by a large fly infestation

Lack of potable water supply

- Water must meet drinking water standards
- Water must be available

Sewage overflow/back-up

- Floor sinks or drains that are overflowing or clogged
- Handwash, dishwash or preparation sinks that are clogged or unusable
- Grease trap or interceptor that is overflowing

Fire or other disaster

- If the ANSUL system on the ventilation hood system is deployed
- Food and food contact surfaces are contaminated and/or damaged

Power outage

- If power is out for longer than an hour, the facility must close until power is restored

Operating a safe food facility is the responsibility of the owner. If an imminent health hazard is identified, the owner/operator of the facility must temporarily close the kitchen, until the imminent health hazard is eliminated. Environmental Specialists are available for questions Monday-Friday at (916) 875-8440. Further information can also be found at emd.saccounty.net.

Facility Identification

Name of Facility:	Phone #:	
Facility Owner:		
Facility Address:		
City:	State:	Zip:
This list of questions is intended to provide a framework for building a contingency plan in the event that the kitchen is temporarily unavailable for use.		
Person-in-charge of kitchen:	Phone:	
Facility Administrator name:	Phone:	
Is there another facility that can provide food to your facility? If yes, please list name and address:		
What foods will be served?		
What outside suppliers or vendors will be used?		
Where will food be obtained?		
Will food be prepared at your facility?		
If so, what foods will be prepared? How will these foods be prepared?		
How will cold foods be kept below 41°F?		
How will hot foods be kept over 135°F?		
How and where will food be served (portioned or plated)?		

Is there a restroom and/or handwashing sink adjacent to the area where food preparation is being conducted? Please describe location.
Where/how will handwashing take place?
Will gloves be provided?
Where will pre-packaged food (dried/canned/boxed) and utensils/wares, single service or pots and pans, be stored prior to use?
Where will potable water used for drinking, utensil washing, and handwashing be obtained and held/used?
Where/how will utensils and wares be washed and sanitized?
How will food preparation surfaces be cleaned and sanitized?
What will be done with food after service?
Supplemental information:

Completed by:	Date:
Title:	

<i>For office use:</i>			
FA#:	PR#:	PE:	CT: