



PROGRAM:	RETAIL FOOD
EFFECTIVE REGULATION:	<i>Colorado Retail Food Establishment Rules and Regulations, July 1, 2013</i>
GUIDANCE NO.:	G17-01
DATE:	January 17, 2017
SUBJECT:	Guidance – Risk-Based Inspection Frequency

Purpose of the Risk-Based Inspection Frequency:

Retail Food Establishments (RFE) in Colorado must be inspected twice per year or at a frequency determined by a risk-based alternative method. A risk-based inspection frequency is intended to develop a frequency for inspecting facilities based on:

1. The food risk category a retail food establishment falls into based on food types and preparation practices; and
2. The number of critical violations cited on that retail food establishment’s most recent routine inspection.

For the Colorado Department of Public Health and Environment (CDPHE) and local public health agencies utilizing CDPHE’s Accela Civic Platform data system, the risk-based methodology described in this guidance will be used to determine inspection frequencies. All jurisdictions implementing Colorado’s retail food program under delegation from CDPHE may satisfy inspection frequency requirements by:

1. Inspecting each retail food establishment twice per year;
2. Using this guidance to determine risk-based inspection frequencies; or
3. Using the Colorado Retail Food Establishment Risk-Based Inspectional Frequency Methodology Guidance Document dated March 1, 2011.

Methodology:

To utilize the risk-based methodology, the food risk factor and inspection history factor must be identified for each facility. Inspection frequency intervals will be calculated on a four months, six months, one year, or two years basis depending on the final risk category assignment. Instructions for categorizing each risk factor and the resulting assigned inspection frequency intervals are detailed below;

1. **Food Risk Factor:** Consists of four categories. By reviewing the menu, population served, and types of food preparation processes the inspector will choose the category with the greatest applicable point value of high risk, medium risk, low risk, or very low risk for the facility. The food risk factor point value will be used as part of the calculation to determine the inspection frequency interval. A facility’s food risk factor should be reviewed and adjusted if necessary at each routine inspection. Use Table 1 to assign the point values based on the food risk factor.



Table 1 - Food Risk Factor Point Values

Food Risk Factor	Total Point Value
1 - Very low	0
2 - Low	6
3 - Medium	15
4 - High	21

Examples of foods, food preparation and processes for each category:

High Risk (21 points):

- Extensive food prep or meal volume
- Juice bottling
- Central main commissary kitchen for chain RFEs
- Utilize foods or preparation processes that require HACCP plans
- Serves a highly susceptible population
- Extensive TCS food in self-service buffets

Medium Risk (15 points):

- Fresh green salads
- Ground beef, as hamburger patties, meatloaf, taco meat, or casserole
- Gravies, sauces, chili, meat stews and soups
- Beans, including refried
- Rice, pasta, and tofu
- Cooked dressings and stuffing
- French toast, omelets and other menu items made from unpasteurized eggs
- Raw poultry, meats, and/or fish
- Sushi or meat/fish market
- Offering foods that require a consumer advisory

Low Risk (6 points):

- Deli or sandwich meats and cheese
- Ice cream made in house, soft-serve ice cream and frozen yogurt
- Fresh pizza
- Boiled or hash brown potatoes, cooked vegetables
- Pre-cooked chicken, turkey, ground beef
- Use of pasteurized eggs
- Non TCS pastries and baked goods

Very Low Risk (0 points):

- Beverages
- Hard packed ice cream
- Pre-cooked hot dogs
- Cheese sauce, canned
- Microwave sandwiches, burritos, or frozen pizza

2. **Inspection History Factor:** Is determined by number of critical item violations (CIVs) identified at the most recent routine inspection. The number of the CIVs results in a point value detailed below. A 2x multiplier is applied if six or more CIVs are cited, resulting in the total points for the inspection history factor. Inspection history factor point values should be assigned as shown in Table 2.

Table 2 - Inspection History Factor Point Value

Number of CIVs	CIV Point Value	Multiplier	Insp. History Factor
0-5	0	N/A	0
≥ 6	# of Critical Item Violations	2x	# of CIVs x 2

3. **Inspection Frequency Interval:** The number of contacts for each facility based on the total cumulative points accrued by adding the Food Risk Factor and the Inspection History Factor. Changes to the food risk factor and results of the most recent routine inspection cause a recalculation of the inspection frequency interval. Total point values will yield an inspection frequency interval of 4 months, 6 months, 1 year, or 2 years. Point values will be adjusted based on menu and food processes used by the facility as well as critical item violations from the most recent routine inspection. Risk-based inspection interval should be assigned as shown in Table 3.

Table 3 - Risk-Based Inspection Frequencies

Calculated Risk Factor	Inspection Frequency Interval
0 - 6 points	720 days (Once per 2 years)
7 - 20 points	360 days (Once per year)
21 - 29 points	180 days (Twice per year)
≥ 30 points	120 days (Three times per year)

Examples:

Examples of different food risk and inspection history scenarios are described below, with calculated risk-based inspection frequencies detailed.

Example 1:

Risk Factor	Value	Points	Multiplier	Points
Food Risk Factor	2 (Low)	6	N/A	6
Inspection History Factor	3 CIVs	0	2x	0
TOTAL				6

Inspection Interval = Once/2 Years

Example 2:

Risk Factor	Value	Points	Multiplier	Points
Food Risk Factor	3 (Medium)	15	N/A	15
Inspection History Factor	4 CIVs	0	2x	0
TOTAL				15

Inspection Interval = Once/Year

Example 3:

Risk Factor	Value	Points	Multiplier	Points
Food Risk Factor	3 (Medium)	15	N/A	15
Inspection History Factor	6 CIVs	6	2x	12
TOTAL				27

Inspection Interval = Twice/Year

Example 4:

Risk Factor	Value	Points	Multiplier	Points
Food Risk Factor	4 (High)	21	N/A	21
Inspection History Factor	7 CIVs	7	2x	14
TOTAL				35

Inspection Interval = Three Times/Year