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NOTICE OF FEE INCREASES FOR LEWIS AND CLARK PUBLIC HEALTH EFFECTIVE DATE: JULY 1, 2018

**Disease Control and Prevention Division
 Licensed Establishment Program - Fiscal Year 2019 Fee Schedule**

Fee	Previous Fee	New Fee July 1
Hourly Rate for Licensed Establishment Program	\$60	\$70

Food Service Plan Reviews

Basic Plan Review	\$240	
Risk Category 1**		\$280
Risk Category 2		\$350
Risk Category 3		\$420
Risk Category 4		\$490
Operation Review (change of owner, menu change, or endorsement change)	\$120	\$140
Prelicensing Inspection – Increased to 2 Hours	\$90	\$140
HACCP Plank/Variance Requests	\$120	\$140/recipe
Non-Public Water and Wastewater Review	\$120	\$140

****Risk Categories** 1-4 identified in the 2013 Food Code help quantify the complexity of operations for food establishments. Plan review fees reflect the complexity of these categories; the more complex the operation, the more complex the review. See Table on next page.

***Multi-Department (Endorsement) Establishments:** A facility that has more than one department or endorsement must pay the review fee for each category required.

Public Accommodation Plan Reviews

Basic Plan Review	\$240	\$280
Continental Breakfast	\$120	\$140
Expanded Breakfast	\$210	\$245
Motels with 50+ Units	\$240	\$280
Non-Public Water and Wastewater Review	\$120	\$140
Operation Review (change of owner)	\$90	\$105
Prelicensing Inspection – Increased to 2 Hours	\$90	\$140

New fee schedule approved May 24, 2018, at the regularly scheduled public meeting of the Lewis and Clark City-County Board of Health. The Board of Health is authorized under 50-2-116 Montana Code Annotated to establish fees.

Our mission is to improve and protect the health of all Lewis and Clark County residents.

Table 1: Food Establishment Complexity Categories

Category	Establishment Complexity
1	<p>(i) only heat commercially processed time/temperature control for safety foods (TCS/potentially hazardous foods) for hot holding;</p> <p>(ii) process only non-TCS foods;</p> <p>(iii) no cooling TCS foods;</p> <p>(iv) establishments otherwise grouped in Category 2, but have shown through documentation to have achieved managerial control of foodborne illness risk factors; and</p> <p>(v) examples include: convenience stores, hot dog carts, coffee shops, and establishments that serve or sell only prepackaged, non-TCS foods.</p>
2	<p>(i) establishment has a limited menu;</p> <p>(ii) processed foods are immediately served or made-to-order;</p> <p>(iii) food operations may involve hot and cold holding of TCS foods, after processing or cooking;</p> <p>(iv) limited processing of TCS foods that require cooking, cooling, reheating, and the limited service of a few TCS foods;</p> <p>(v) establishments that would otherwise be grouped in Category 3, but have shown through historical documentation to have achieved managerial control of foodborne illness risk factors;</p> <p>(vi) newly licensed establishments that would otherwise be grouped in Category 1 are categorized here, until a history of managerial control of foodborne illness risk factors is documented;</p> <p>(vii) examples include: retail food stores, schools not serving a highly susceptible population, and quick-service operations.</p>
3	<p>(i) establishment has extensive menu and handling of raw ingredients;</p> <p>(ii) complex preparation including cooking, cooling, and reheating for hot holding involving many TCS foods;</p> <p>(iii) variety of processes require hot and cold holding of TCS food;</p> <p>(iv) establishments that would otherwise be grouped in Category 4, but have shown through historical documentation to have achieved managerial control of foodborne illness risk factors;</p> <p>(v) newly licensed establishments that would otherwise be grouped in Category 2 are categorized here, until a history of managerial control of foodborne illness risk factors is documented;</p> <p>(vi) examples include: full-service restaurant.</p>
4	<p>(i) establishments serving a highly susceptible population;</p> <p>(ii) engage in specialized processes, such as smoking, curing, reduced oxygen packaging, etc.;</p> <p>(iii) examples include: preschools, hospitals, nursing homes, and special processing requiring a variance.</p>