

Preventing the Spread of Illness

- ✓ All food employees must practice diligent handwashing and good personal hygiene (see below for handwashing procedures).
- ✓ Use utensils or gloves to eliminate bare hand contact with ready- to-eat food.
- ✓ Thoroughly and continuously disinfect the facility and food areas using the guidelines at the reverse of this document.

Handwashing

- ✓ Food employees shall thoroughly wash their hands and arms with soap and water for at least 20 seconds; thoroughly rinse with clean running water and properly dry their hands and arms.
- ✓ Ensure handwashing signs are posted in the appropriate locations.

Employees shall wash their hands in all of the following instances:

- Immediately before engaging in food preparations, including working with non-prepackaged food, clean equipment and utensils, and unwrapped single-use food containers and utensils.
- After touching bare human body parts other than clean hands and clean, exposed portions of arms.
- After using the toilet room.
- After caring for, or handling any animal allowed in a food facility.
- After coughing, sneezing, using a handkerchief or disposable tissue, using tobacco, eating or drinking.
- After handling soiled equipment or utensils.
- Before putting on disposable gloves to start working with food.
- During food preparation, as often as necessary to remove dirt and contamination; and when changing tasks to prevent cross-contamination.
- When switching between working with raw food and working with ready-to-eat food.
- Before dispensing or serving food, or handling clean tableware and serving utensils in the food service area.
- After engaging in other activities that contaminate hands.

Employee Health Guidelines

All food employees must be knowledgeable of the relationship between personal health, hygiene and food safety. Information on this topic can be found in the California Retail Food Code, Chapter 3 Article 3 – Employee Health.

The Employees are Responsible for Notifying the Person in Charge

- Notify the Person in Charge if you have been diagnosed with a Hepatitis A infection. Be advised that employees are also required to report the following: Salmonella, Shigella, Enterohemorrhagic or shiga toxin-producing E. coli, Norovirus, and Entamoeba histolytica.
- Remember, you should not work with food or utensils if you are sick with acute gastrointestinal illnesses. **Acute gastrointestinal illness is diarrhea, either alone or with vomiting, fever or abdominal cramps.**

The Person in Charge is Responsible for Meeting the Following Requirements

- **REPORT** to the County of San Diego - Department of Environmental Health (DEH) when a food employee is diagnosed with Hepatitis A. **Call (858) 505-6814**. Remember that the following illnesses must also be reported: Salmonella, Shigella, Enterohemorrhagic or shiga toxin-producing E. coli, Norovirus, and Entamoeba histolytica.
- **REPORT** to the DEH if **two or more people** are sick with acute gastrointestinal illness; **call (858) 505-6814**. **Acute gastrointestinal illness is diarrhea, either alone or with vomiting, fever or abdominal cramps.**
- **EXCLUDE** a food employee from the food facility if diagnosed with Salmonella, Hepatitis A, Norovirus, Shigella, Enterohemorrhagic or shiga toxin producing E. coli, or Entamoeba histolytica. Only the County of San Diego DEH or the Health and Human Services Agency can clear an excluded employee to return to work.
- **RESTRICT** a food employee from working with exposed food, clean equipment, clean linens, clean utensils and unwrapped single-service articles if food employee is suffering from symptoms of acute gastrointestinal illness or experiencing persistent coughing, sneezing or nasal discharges. Restrictions can be removed by the Person in Charge when the food employee states they no longer have symptoms of illness.