SCHOOL NUTRITION FOOD EMPLOYEE AND CONDITIONAL EMPLOYEE HEALTH POLICY FOR \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

<Insert School Food Authority (SFA) name above>

PURPOSE

The purpose of the Food Employee Health Policy is to ensure all food employees or conditional employees notify the person-in-charge (PIC) when the employee experiences any of the conditions listed so appropriate steps are taken to avoid transmission of foodborne illness or communicable diseases.

POLICY

The SFA is committed to ensuring the health, safety and well-being of our employees and customers and complying with all health department regulations. All food employees shall report:

Symptoms of:

* Diarrhea
* Vomiting
* Jaundice (yellowing of the skin and/or eyes)
* Sore throat with fever
* Infected cuts or wounds, or lesions containing pus on the hand, wrist, or exposed body part (such as boils and infected wounds, however small).

Note: Diarrhea and vomiting from noninfectious conditions do not apply to this policy; however, a physician should make the diagnosis of the noninfectious condition causing the diarrhea and vomiting and the employee should provide written documentation to the PIC ensuring the condition is noninfectious.

Diagnosis of:

* Norovirus
* Typhoid fever (caused by *Salmonella* Typhi)
* *Shigella* spp. infection
* *E*. *coli* infection (*Escherichia coli* O157:H7 or other EHEC/STEC infection)
* Hepatitis A
* Non-typhoidal *Salmonella*

Note: The PIC must report to the Health Department when an employee has one of these illnesses.

Exposure to:

* An outbreak of norovirus, typhoid fever (caused by *Salmonella* Typhi), *Shigella* spp. infection, *E. coli* infection, Hepatitis A, or non-typhoidal *Salmonella*.
* Living with or caring for someone who has been diagnosed with norovirus, typhoid fever (caused by *Salmonella* Typhi), *Shigella* spp. infection, *E. coli* infection, Hepatitis A, or non-typhoidal *Salmonella*.
* A household member attending or working in a setting with an outbreak of norovirus, typhoid fever (caused by *Salmonella* Typhi), *Shigella* spp. infection, *E. coli* infection, Hepatitis A, or non-typhoidal *Salmonella*.

**FOOD EMPLOYEE RESPONSIBILITY**

All food employees/conditional employees shall follow the reporting requirements specified above involving symptoms, diagnosis and high-risk conditions specified. All food employees/conditional employees subject to the required work restrictions or exclusions imposed upon them as specified by the North Carolina Food Code *(Rules Governing Food Protection and Sanitation of Food Establishments)* and the School HACCP Plan, shall comply with these requirements as well as follow good hygienic practices always. The employee will be educated about the Employee Health Policy and will sign the Employee Health Policy Agreement annually.

**PIC RESPONSIBILITY**

The PIC shall take appropriate actions as specified in the Food Code to exclude, restrict and/or monitor food employees who have reported any of the aforementioned conditions. The PIC shall ensure these actions are followed and only release the ill food employee once evidence, as specified in the Food Code, is presented demonstrating the person is free of the disease-causing agent or the condition has otherwise resolved.

The PIC shall cooperate with the regulatory authority during all aspects of an outbreak investigation and adhere to all recommendations provided to stop the outbreak from continuing. The PIC will ensure all food employees who have been conditionally employed, or who are employed, complete the food employee health agreement and sign the form acknowledging their awareness of this policy. The PIC will continue to promote and reinforce awareness of this policy to all food employees on a regular basis to ensure it is being followed. In addition, the PIC will train employees annually on the Employee Health Policy and obtain signed copies of the Employee Health Policy Agreement. The PIC will maintain the Employee Illness Log contained in the HACCP Plan *Part 3: Monitoring and Record Keeping* on an as needed basis.