

Fact Sheet: Employee Illness Policy

The purpose of this fact sheet is to provide the operator with information regarding the Employee Health Policy. Beginning July 1, 2015, all Food Service Establishments will be required to have an employee health policy that, at minimum, contains the information below. Please refer to the [2009 FDA Food Code Chapter 2-201.11](#) for complete Employee Health information.

Why is an Employee Health Policy Required?

Ill food workers are a leading cause of **foodborne illness outbreaks**. An effective employee illness policy reduces the risk of food contamination by ill food workers.

A GOOD Employee Health Policy ensures:

1. Employees are informed of the Employee Health Policy
2. Employees recognize symptoms of foodborne illness and know their responsibility to report to the PIC any symptoms and diagnosed illnesses listed.
3. The Person In Charge (PIC) restricts or excludes ill or symptomatic employees according to the guidance provided in the FDA Employee Health and Hygiene.

RECOMMENDED

An Interactive Tool for determining the proper restriction or exclusion according to the Food Code can be downloaded from this link:

<http://www.fda.gov/Food/GuidanceRegulation/RetailFoodProtection/ucm266434.htm#download>

Responsibility of Food Handlers

1. Report the following symptoms to the Person In Charge (PIC):

- Vomiting*
- Diarrhea*
- Jaundice
- Sore throat with fever
- Infected cuts or burns on hands and wrists

2. Report the following diagnosed illnesses to the PIC:

- Salmonella Typhi (typhoid-like fever)
- Nontyphoidal Salmonella
- Shigella spp. (causes shigellosis)
- E-coli O157:H7
- Hepatitis A virus
- Norovirus

Responsibility of the Person In Charge (PIC)

1. Exclude all ill employees from the establishment while they have:

- Diarrhea
- Vomiting

NOTE: Employees may not return to work until they have been asymptomatic for at least **24 hours.*

2. Appropriately exclude or restrict employees diagnosed with:

- *E. coli* O157:H7
- *Salmonella*
- *Shigella*
- Hepatitis A

3. Notify the local health department of any employee diagnosed with any of the illnesses listed above or exhibiting jaundice (yellowing of the eyes or skin).