



Employee Health and Personal Hygiene Policy:

In order to prevent contamination from hands, there are 3 control measures to implement. Just like a stool, without 1 of the measures, the prevention control system will fail. The 3 control measures are:

1. Implementing an employee illness policy
2. Having comprehensive proper handwashing procedures and trainings
3. Implementing a no bare hand contact with ready to eat foods policy



An Employee Health and Personal Hygiene Policy should include the following:

- Policies for personal cleanliness and proper hygiene, including:
 - Handwashing procedures
 - No barehand contact procedures, single-use glove procedures
 - Fingernail maintenance, jewelry policies, clean clothing, hair restraints
 - Eating, drinking and tobacco
- Policies for responsibilities and reporting symptoms and diagnosis:
 - A food employee must report any of the following symptoms to the Person in Charge (PIC) : Vomiting, Diarrhea, Jaundice, Sore throat with a fever and A lesion containing pus such as a boil or infected wound that is open or draining.
 - If a food employee is diagnosed by a health practitioner with any of the following, they must report it to the PIC and the PIC must report it to the regulatory authority: Norovirus, Hepatitis A virus, Shigella spp., Shiga toxin-producing E-coli and Nontyphoidal Salmonella.
- Policies for conditions of exclusion and restriction:
 - Employees must be excluded from work if they have any of the following conditions: Vomiting, Diarrhea, Jaundice, Sore throat with a fever (If serving a highly susceptible population), Any communicable diseases, Norovirus, Hepatitis A virus, Shigella spp., Shiga toxin-producing E-coli and Nontyphoidal Salmonella.
 - Employees must be restricted if they have the following conditions: Sore throat with a fever (not serving a highly susceptible population), infected wound or pustular boil, persistent sneezing, coughing or a runny nose that causes discharge from eyes, nose or mouth.

Employees shall be trained and understand all policies and procedures.

Tazewell County Health Department highly recommends adopting a conditional employee or food employee reporting agreement, such as Form 1-B in the 2013 FDA food code.