

Retail Food Establishments: Written Employee Health Policy

Regulation 61-25: Retail Food Establishments



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Five Key Risk Factors

repeatedly identified in
foodborne illness outbreaks:

1. Improper Holding Temps
2. Inadequate Cooking
3. Contaminated Equipment
4. Food from Unsafe Sources

5. Poor Personal Hygiene

Item 5 is addressed on this sheet.

Regulation 61-25

Citations 2-201.11 & 2-201.12

Responsibility and Reporting
Symptoms and Diagnosis
2-201.11

Exclusions and Restrictions
2-201.12



Each permitted retail food establishments must have a written employee health (illness) policy.

Why? Sick employees who serve or handle food are a leading cause of foodborne illness outbreaks. An effective employee health policy reduces the risk of spreading food related illnesses.

An Employee Health Policy Ensures:

- » Employees are informed of the Employee Health Policy.
- » Employees recognize symptoms of foodborne illness and know their responsibility to report to the person in charge (PIC) if they have symptoms of or are diagnosed with any of the listed conditions.
- » The PIC restricts or excludes ill or symptomatic employees. Guidance provided at: [Responsibility and Reporting Symptoms and Diagnosis](#) and [Exclusions and Restrictions](#).

Responsibility of Employees who Serve or Handle Food:

Report the following symptoms to the PIC:

- » Vomiting
- » Diarrhea
- » Jaundice
- » Sore throat with fever
- » Lesions (containing pus such as a boil or infected wound or burn that is open or draining)



Report the following diagnosed illnesses to the PIC:

- » **Norovirus**
- » **Hepatitis A virus**
- » **Shigellosis**
- » **Escherichia coli O157:H7**
- » **Typhoid fever (caused by Salmonella Typhi)**
- » **Salmonella (nontyphoidal)**

Responsibility of the Person in Charge (PIC):

Consult [Exclusions and Restrictions](#) for necessary steps to exclude or restrict employees who report any of the above symptoms or diagnoses.

Contact your local [Environmental Affairs](#) office if there are any questions about employees **diagnosed** with any of the illnesses listed above.