

EMPLOYEE HEALTH POLICY

APPLICATION

All associates and applicants to whom a Conditional Offer of Employment has been extended.

OBJECTIVE

To minimize the spread of communicable diseases and its impact on food and human safety.

POLICY

- I. The diseases caused by the following organisms are considered “reportable diseases”, and must be reported to the local Health Department by an infected individual’s health care provider:
 - Shiga toxin-producing E. coli (such as E. coli 0157:H7)
 - Hepatitis A
 - Salmonella
 - Shigella
 - Norovirus
- II. If an individual has one of the above-listed reportable diseases that has been diagnosed by a health care provider, or has been diagnosed with Salmonella within the last 90 days, they are required to report this information to their store/facility manager.
- III. If an individual has been exposed to a reportable disease within the following timeframes, they are required to report this information to their manager:
 - Shiga toxin-producing E. coli - 3 days
 - Hepatitis A – 30 days
 - Salmonella – 14 days
 - Shigella – 3 days
 - Norovirus – 2 days.
- IV. Exposure may occur through any of the following methods:
 - A. Consuming a food implicated as the cause of a reportable disease
 - B. Consuming a food prepared by a person diagnosed with a reportable disease, or a suspected carrier of a reportable disease
 - C. Attending or working in a setting where there is a confirmed reportable disease outbreak
 - D. Living in the same household with a person who has been diagnosed with a reportable disease
 - E. Living in the same household with a person who works or attends a setting where there is a confirmed reportable disease outbreak
- V. When an individual notifies their manager that they have been diagnosed with or exposed to someone with a reportable disease, management will contact the Regulatory Authority
 - A. Type of disease in question
 - B. Confirmation of disease in writing from physician
 - C. Individual's position and specific duties
 - D. Date individual last worked
 - E. Food products handled by individual
- VI. When an individual notifies their manager that they have been diagnosed with or exposed to someone with a reportable disease, management will make arrangements for the individual to be removed from work immediately. Written confirmation of negative [absence of illness, bacteria, disease, etc.] test results from the individual’s health care provider will be required before they may start or return to work.

- VII. If an individual is experiencing any of the following symptoms, they are required to report this information to their manager:
- A. Vomiting
 - B. Diarrhea
 - C. Jaundice
 - D. Sore throat with fever
 - E. Infected cut, wound, or lesion
- VIII. When an individual notifies their manager that they have any of the symptoms of illness listed in Section VII, management will restrict the individual from working with exposed food, clean equipment, utensils, or unwrapped single-service items. The individual may return to normal duties when symptoms of vomiting or diarrhea have been absent for at least 24 hours; or when the individual provides written confirmation from their health care provider that the symptoms are noninfectious. No documentation from a health care provider is needed for an infected cut/wound/lesion; however the cut/wound/lesion must be properly covered.
- IX. All information will be kept confidential to protect the privacy of the individual. All health information should be kept in the individual's medical file.
- X. Applicants for employment must indicate on their POST-OFFER MEDICAL QUESTIONNAIRE if they currently have one of the above-listed reportable diseases that has been diagnosed by a health care provider; or has been diagnosed with Salmonella within the last 90 days; or has been exposed to one of the following reportable diseases within these timeframes:
- Shiga toxin-producing E. coli - 3 days
 - Hepatitis A – 30 days
 - Salmonella – 14 days
 - Shigella – 3 days
 - Norovirus – 2 days.

Management should obtain the same information and follow the same procedures as listed above. Under no circumstances should an individual work until cleared both by their treating health care provider.