

Illness Plan and Clean-Up Procedure

Keep these procedures available and provide to the Health Inspector upon request.

These are specific actions employees must take to minimize the spread of contamination and the exposure of employees, consumers, food, and surfaces to vomitus or fecal matter.

Vomiting and diarrheal accidents should be contained, and the area sanitized using the following recommended steps:

1. Isolate the area: Remove ill employees or clients from the area.
2. Establish a perimeter of 4-5 feet: (FDA recommendation) outside of the visible area of splatter, to account for the settling of aerosols created when the matter was expelled. Also, work from the outside of the circle to the inside to prevent spreading the contents.
3. Wear personal protection: Put on disposable gloves, masks, aprons, and bonnets. Disposable shoe covers are recommended but swabbing the sanitizing solution on the bottom of shoes prior to leaving the area of contamination is sufficient.
4. Absorb: Pour kitty litter or other absorbent material on contaminate.
5. Scoop: Using a small, disposable shovel, or disposable towels scoop contaminate into trash bag and seal.
6. Sanitize: Use $\frac{3}{4}$ cup concentrated or 1 cup regular of chlorine bleach to a gallon of water to mop up the area with a disposable mop.
7. Dispose: Place mop, and protective clothing in trash bag and seal. Transfer to dumpster.
8. Ensure the affected area is adequately ventilated (the chlorine bleach solution can become an irritant when inhaled for some individuals and can become an irritant on skin as well).
9. Properly Wash Hands – if possible, take a shower and change clothes.
10. Discard any food that may have been exposed in the affected area.
11. Document the information of the person(s) who was ill with an incident report. Information such as: name, address, age, and travel history (itinerary of last few days), and a 3-day food consumption history should be included.

Include information such as: the location of the incident, the time and date, and procedures of the cleanup process. Keep the information on file for at least a year.

Note: The information may be useful for the Health Department's investigation.

Refer to Norovirus poster for pictured instructional information. (Follows)