



# Staff Illness and Reporting Illness

**Policies for Reporting Health Issues. Provide proof that staff have been informed of the need to report illness:**

- Signed statements that they will report illness
- Documentation of completed training that includes the need to report illness
- Posted reminders to notify managers of illness

## Reporting Illness:

- Staff must report illness before they come to work. They should let you know immediately if they get sick while working. You may need to restrict them from working with exposed food, utensils.
- Sometimes you may need to exclude them from the operation This is especially important if they have these symptoms:
  - Vomiting
  - Diarrhea
  - Jaundice (yellowing of the skin or eyes)
  - Sore throat with a fever
  - Infected wound or boil that is open or draining (unless it is properly covered)
- Staff must also tell you if they have been diagnosed with an illness from one of these pathogens:
  - Norovirus
  - Hepatitis A
  - Shigella spp.
  - E. coli
  - Salmonella Typhi
  - Nontyphoidal Salmonella
- If a food handler is diagnosed with an illness from any of these pathogens, you must report the illness to your regulatory authority.
- Your staff must also tell you if they live with someone who has been diagnosed with any of these illnesses, except nontyphoidal Salmonella.

## Signs to illness you should watch for:

- Vomiting
- Excessive trips to the bathroom
- Yellowing of the skin, eyes and fingernails
- Cold sweats or chills (indicating a fever)
- Persistent nasal discharge and sneezing