WV Retail Food Program
New Sanitarian Training

2013 Food Code
Chapter 2
Management and Personnel

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September 15, 2020, Charleston, WV
2013 Food Code

Chapter 2

Management and Personnel

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2-102 Knowledge
2-103 Duties

2-2 EMPLOYEE HEALTH

Subpart

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2-1
SUPERVISION

Subparts

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2-1 Supervision

• 2-101.11 Assignment \( Pf \)
  • Person-In-Charge
    • Permit holder or designee
    • All hours of operation
  • Retail Food (Grocery Stores)

• 2-102.11 Demonstration of Knowledge \( Pf \)
  • PIC’s demonstrate knowledge at least one of three ways
    • No priority items observed on inspection
    • Certified Food Protection Manager (from an accredited program)
    • Responding to inspectors' questions correctly.
1. The relationship between the prevention of foodborne disease and the personal hygiene of a food employee.

2. Explaining the responsibility of the person in charge for preventing the transmission of foodborne disease by a food employee who has a disease or medical condition that may cause foodborne disease

3. Symptoms associated with the diseases that are transmissible through food

4. Significance of the relationship between maintaining the time and temperature of time/temperature control for safety food and the prevention of foodborne illness

5. Hazards involved in the consumption of raw or undercooked meat, poultry, eggs, and fish

6. Required food temperatures and times for safe cooking of time/temperature control for safety food including meat, poultry, eggs, and fish
7. Stating the required temperatures and times for the safe refrigerated storage, hot holding, cooling, and reheating of time/temperature control for safety food

8. Describing the relationship between the prevention of foodborne illness and the management and control of the following:
   A. Cross contamination,
   B. Hand contact with READY-TO-EAT FOODS,
   C. Handwashing,
   D. Maintaining the FOOD ESTABLISHMENT in a clean condition and in good repair.

9. Describing foods identified as major food allergens and the symptoms that a major food allergen could cause in a sensitive individual who has an allergic reaction.

10. Explaining the relationship between food safety and providing equipment that is:
    A. Sufficient in number and capacity,
    B. Properly designed, constructed, located, installed, operated, maintained, and cleaned;

11. Explaining correct procedures for cleaning and sanitizing utensils and food-contact surfaces of equipment

12. Identifying the source of water used and measures taken to ensure that it remains protected from contamination such as providing protection from backflow and precluding the creation of cross connections

13. Identifying poisonous or toxic materials in the food establishment and the procedures necessary to ensure that they are safely stored, dispensed, used, and disposed of according to law;
14. Identifying critical control points in the operation from purchasing through sale or service that when not controlled may contribute to the transmission of foodborne illness and explaining steps taken to ensure that the points are controlled in accordance with the requirements of this code.

15. Explaining the details of how the person in charge and food employees comply with the HACCP plan if a plan is required by the law, this code, or an agreement between the regulatory authority and the food establishment.

16. Explaining the responsibilities, rights, and authorities assigned by this code to the:
   A. Food employee,
   B. Conditional employee,
   C. Person in charge,
   D. Regulatory authority.

17. Explaining how the person in charge, food employees, and conditional employees comply with reporting responsibilities.
On the sheet of paper provided, list what questions you would ask a PIC to verify that they are knowledgeable according to the Area’s of Knowledge.
2-1 Supervision

- **2-102.12 Certified Food Protection Manager**
  - At least 1
  - WV 64 CSR 17-3.1.b: by July 1, 2020
  - WV 64 CSR 17-3.1.c: Retail Food and Temporary Food are exempt.
  - May 8, 2020 Memorandum extended this deadline to December 31, 2020 due to the Pandemic.

- **2-102.20 Food Protection Manager Certification**
  - .20 means this is for informational purposes and cannot be cited on inspections as a violation.
  - Only programs that comply with Conference for Food Protection Standards for Accreditation of Food Protection Manager Certification are acceptable to meet 2-102.11 (A) and 2-102.12
<table>
<thead>
<tr>
<th>#</th>
<th>Organization</th>
<th>ID</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>360training.com, Inc. Learn2Serve® Food Protection Manager Certification Program</td>
<td>0975</td>
</tr>
<tr>
<td>2</td>
<td>AboveTraining/StateFoodSafety.com Certified Food Protection Manager (CFPM) Exam</td>
<td>1020</td>
</tr>
<tr>
<td>3</td>
<td>National Registry of Food Safety Professionals Food Protection Manager Certification Program International Certified Food Safety Manager</td>
<td>0656</td>
</tr>
<tr>
<td>4</td>
<td>National Restaurant Association ServSafe® Food Protection Manager Certification Program</td>
<td>0655</td>
</tr>
<tr>
<td>5</td>
<td>Prometric Inc. Food Protection Manager Certification Program</td>
<td>0659</td>
</tr>
<tr>
<td>6</td>
<td>The Always Food Safe Company, LLC Food Protection Manager Certification</td>
<td>1203</td>
</tr>
</tbody>
</table>
2-1 Supervision

- **2-103.11 Person in Charge (Duties)**
  - Food not prepared in a private home.
  - Limit access to food and food prep areas.
  - All persons comply with Food Code.
  - Employees correctly handwash.
  - Food received during or after hours is inspected for
    - Approved Source
    - Correct Temperature
    - Contamination
    - Adulteration
    - Correctly Labeled
  - Employees use proper cooking temperatures.

- Employees use proper cooling methods.
- Consumers informed about risks of consuming undercooked food.
- Food contact surfaces are proper sanitization.
- Consumers use clean tableware at self service buffets.
- Employees have no bare hand contact with ready to eat food.
- Employees have food safety training (including food allergens).
- Employees have informed (“in a verifiable manner”).
- Written procedures/plans maintained and implemented.
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2-2 EMPLOYEE HEALTH
Subpart
2-201 Responsibilities of Permit Holder, Person in Employees
2-2 Employee Health

• Reportable Symptoms:
  1. Vomiting
  2. Diarrhea
  3. Jaundice
  4. Sore throat with fever
  5. Lesion with pus on
     1. Hand/wrist unless impermeable cover and glove
     2. Exposed portions of arms unless protected by impermeable cover

• Reportable Illness (Big 6):
  1. Norovirus
  2. Hepatitis A virus
  3. Shigella spp.
  4. Shiga toxin-producing Escherichia coli
  5. Salmonella Typhi
  6. Nontyphoidal Salmonella
• Permit holder shall require food employees and conditional employees to report:
  • GI Symptoms
  • Diagnosis with Big 6
  • Diagnosis with 3 months due to Salmonella Typhi (not treated)
  • Exposure to source of confirmed outbreak of
    • Norovirus (in past 48 hrs)
    • STEC (in past 3 days)
    • Salmonella Typhi (in past 14 days)
    • Hepatitis A virus (in past 30 days)
  • Exposed to a confirmed outbreak or living with someone exposed as noted above
• PIC shall notify the regulatory authority when a food employee
  • Is Jaundiced or
  • Diagnosed with one of the Big 6
• PIC shall ensure that conditional employees who have symptoms, diagnosis, or exposure as previously noted do not become food employees
• PIC shall exclude or restrict as required in code
• Food employee/Conditional employees shall report symptoms, diagnoses, or exposures.
• Food employee shall comply with exclusion or restriction as required in code.
• **Exclude**:  
  • Symptomatic  
    • vomiting or  
    • diarrhea  
  • Symptomatic as above and diagnosed with  
    • Norovirus,  
    • Shigella spp.,  
    • nontyphoidal Salmonella,  
    • Shiga toxin-producing E. coli  
  • Hepatitis A virus with  
    • Jaundiced onset within the last 7 calendar days,  
      • Unless cleared as specified (not from Hep A virus)  
    • Diagnosed within 14 calendar days onset of symptoms, or within 7 calendar days onset of jaundice;  
  • Diagnosed without developing symptoms.  
  • Salmonella Typhi,  
  • or reports an infection past 3 months  
  • Additionally when working in a Highly susceptible population: if a food employee is  
    • Asymptomatic but diagnosed with infection from...  
      • Norovirus  
      • Shigella spp.  
      • Shiga toxin-producing E. coli  
    • Symptomatic with sore throat with fever
2-201.12 Exclusion and Restriction

- **Restrict:**
  - Diagnosed with
    - Nontyphoidal Salmonella
  - Lesion containing pus that is not covered
  - **Not** working in a Highly Susceptible Population
  - Asymptomatic but diagnosed with infection from...
    - Norovirus
    - Shigella spp.
    - Shiga toxin-producing E.coli
  - Sore throat with fever
  - Working with **Highly Susceptible Population**
  - Exposed to foodborne pathogen as noted in 2-201.11
2-201.13 Removal, Adjustment, or Retention of Exclusions and Restrictions.

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2-201.11 / 2-201.12 Decision Tree 1. When to Exclude or Restrict a Food Employee Who Reports a Symptom and When to Exclude a Food Employee Who Reports a Diagnosis with Symptoms Under the Food Code

Is the Food Employee reporting listed symptoms?

Yes

Symptoms of:
- Vomiting;
- Diarrhea;
- Jaundice

Exclude per Table 1a.

Symptoms of Sore Throat and Fever

HSP

Restrict per Table 1a.

Symptoms of infected wound or cut

Gen. Pop. (Non-HSP)

If the Food Employee is reporting a diagnosis with Hepatitis A virus, NTS, or typhoid fever:

Exclude per Table 1b.

If the Food Employee is reporting:
- Diagnosis with Shigellosis, Norovirus, or STEC; and
- Symptoms of vomiting or diarrhea

Exclude per Table 1b.

Key: Decision Tree 1
STEC = Shiga toxin-producing Escherichia coli
HSP = Highly Susceptible Population
NTS = Nontyphoidal Salmonella
2-201.13 Removal, Adjustment, or Retention of Exclusions and Restrictions.

2-201.11 / 2-201.12 Decision Tree 2a. When to Exclude or Restrict a Food Employee Who is Asymptomatic and Reports a Listed Diagnosis Under the Food Code

- Is the Food Employee reporting listed symptoms?
  - No
  - Is the Food Employee reporting a diagnosis with infection?
    - Yes
      - S. Typhi or Hepatitis A
        - Yes
          - Exclude per Table 2 or 3.
        - No
          - Shigella spp., STEC, or Norovirus?
            - Yes
              - HSP
              - Gen. Pop (Non-HSP)
            - No
              - NTS
  - No
    - Exclude per Table 2 or 3.

Key: Decision Tree 2a
- STEC = Shiga toxin-producing *Escherichia coli*
- HSP = Highly Susceptible Population
- NTS = Nontyphoidal *Salmonella*
2-201.13 Removal, Adjustment, or Retention of Exclusions and Restrictions.

Decision Tree 2b. When to Restrict a Food Employee Who Reports a Listed Exposure Under the Food Code

- Is the Food Employee reporting listed symptoms?
  - No
  - Is the Food Employee reporting a diagnosis with infection?
    - No
    - Is the Food Employee reporting exposure to Norovirus, STEC, HAV, Shigella, or Typhoid Fever (S. Typhi)?
      - Yes
        - HSP
          - Restrict per Table 4.
      - No
        - Gen. Pop (Non-HSP)
        - Education on symptoms; reinforce requirement to report listed symptoms; ensure compliance with good hygienic practices, handwashing, and no bare hand contact with ready-to-eat food.

Key: Decision Tree 2b
STEC = Shiga toxin-producing Escherichia coli
HAV = Hepatitis A virus
HSP = Highly Susceptible Population
2-201.12 Table 1a: Summary of Requirements for Symptomatic Food Employees

Food employees and conditional employees shall report symptoms immediately to the person in charge.

The person in charge shall prohibit a conditional employee who reports a listed symptom from becoming a food employee until meeting the criteria listed in section 2-201.13 of the Food Code, for reinstatement of a symptomatic food employee.

<table>
<thead>
<tr>
<th>Symptom</th>
<th>Exclusion or Restriction (Facilities Serving an HSP)</th>
<th>Exclusion or Restriction (Facilities Not Serving an HSP)</th>
<th>Removing Symptomatic Food Employees from Exclusion or Restriction</th>
<th>RA Approval Needed to Return to Work?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vomiting</td>
<td>EXCLUDE 2-201.12(A)(1)</td>
<td>EXCLUDE 2-201.12(A)(1)</td>
<td>When the excluded food employee has been asymptomatic for at least 24 hours or provides medical documentation 2-201.13(A)(1). <strong>Exceptions:</strong> If diagnosed with Norovirus, <em>Shigella</em> spp., <em>STEC</em>, HAV, or typhoid fever (<em>S Typhi</em>) (see Tables 1b &amp; 2).</td>
<td>No if not diagnosed</td>
</tr>
<tr>
<td>Diarrhea</td>
<td>EXCLUDE 2-201.12(A)(1)</td>
<td>EXCLUDE 2-201.12(A)(1)</td>
<td>When the excluded food employee has been asymptomatic for at least 24 hours or provides medical documentation 2-201.13(A), <strong>Exceptions:</strong> If diagnosed with Norovirus, <em>STEC</em>, HAV, or <em>S Typhi</em> (see Tables 1b &amp; 2).</td>
<td>No if not diagnosed</td>
</tr>
</tbody>
</table>
| Jaundice            | EXCLUDE 2-201.12(B)(1) if the onset occurred within the last 7 days | EXCLUDE 2-201.12(B)(1) if the onset occurred within the last 7 days | When approval is obtained from the RA 2-201.13(B), and:  
  - Food employee has been jaundiced for more than 7 calendar days 2-201.13(B)(1), or  
  - Food employee provides medical documentation 2-201.13(B)(3), | Yes                                  |
| Sore Throat with Fever | EXCLUDE 2-201.12(G)(1)                              | RESTRICT 2-201.12(G)(2)                                   | When food employee provides written medical documentation 201.13(G)(1)-(3). | No                                   |
| Infected wound or pustular boil | RESTRICT 2-201.12(I)                               | RESTRICT 2-201.12(I)                                      | When the infected wound or boil is properly covered 2-201.13(I)(1)-(3). | No                                   |

**Key:** Table 1a  
RA = Regulatory Authority  
STEC = Shiga toxin-producing *Escherichia coli*  
HAV = Hepatitis A virus  
HSP = Highly Susceptible Population
## 2-201.13 Removal, Adjustment, or Retention of Exclusions and Restrictions.

### Table 2b: Summary of Requirements for Diagnosed, Symptomatic Food Employees

Food employees and conditional employees shall report a listed Diagnosis with symptoms immediately to the person in charge:

- The person in charge shall notify the RA when a food employee is jaundiced or reports a listed diagnosis.
- The person in charge shall prohibit a conditional employee who reports a listed diagnosis with symptoms from becoming a food employee until meeting the criteria listed in section 2-201.13 of the Food Code, for reinstatement of a diagnosed, symptomatic food employee.

<table>
<thead>
<tr>
<th>Diagnosis</th>
<th>EXCLUSION (Facilities Serving an HSP or Not Serving an HSP)</th>
<th>Removing Diagnosed, Symptomatic Food Employees from Exclusion</th>
<th>RA Approval Needed to Return to Work?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hepatitis A virus</td>
<td>EXCLUDE if within 14 days of any symptom, or within 7 days of jaundice 2-201.12(A)(2)</td>
<td>When approval is obtained from the RA 2-201.13(B) and: • The food employee has been jaundiced for more than 7 calendar days 2-201.13(B)(1), or • The anicteric food employee has had symptoms for more than 14 days 2-201.13(B)(2), or • The food employee provides medical documentation 2-201.13(B)(3) (also see Table 2).</td>
<td>Yes</td>
</tr>
<tr>
<td>Typhoid Fever (S. Typhi)</td>
<td>EXCLUDE 2-201.12(C)</td>
<td>When approval is obtained from the RA 2-201.13(C)(1), and: • Food employee provides medical documentation, that states the food employee is free of a S. Typhi infection 2-201.13(C)(2) (also see Table 2).</td>
<td>Yes</td>
</tr>
<tr>
<td>Norovirus</td>
<td>EXCLUDE Based on vomiting or diarrhea symptoms, under 2-201.12(A)(2)</td>
<td>1. Serving a non-HSP facility: 2-201.13(3)(a): Shall only work on a restricted basis 24 hours after symptoms resolve and remains restricted until meeting the requirements listed in No. 3. 2. Serving an HSP facility: 2-201.13(3)(a): Remains excluded until meeting the requirements listed in No. 3. 3. Restriction or Exclusion remains until: • Approval is obtained from the RA 2-201.13(F), and • Medically cleared 2-201.13(F)(1), or • More than 7 calendar days have passed since the food employee became asymptomatic 2-201.13(F)(2) (also see Table 2).</td>
<td>Yes</td>
</tr>
</tbody>
</table>

### Note:

- Table 2b continues on the next page.

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**Key:**
- RA = Regulatory Authority
- STEC = Shiga toxin-producing Escherichia coli
- HAV = Hepatitis A virus
- HSP = Highly Susceptible Population
- NTS = Nontyphoidal Salmonella

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2-201.13 Removal, Adjustment, or Retention of Exclusions and Restrictions.

### 2-201.12 Table 2: Summary of Requirements for Diagnosed Food Employees with Resolved Symptoms

Food employees and conditional employees shall report a listed diagnosis immediately to the person in charge:

- The person in charge shall notify the RA when a food employee reports a listed diagnosis.
- The person in charge shall prohibit a conditional employee who reports a listed diagnosis from becoming a food employee until meeting the criteria listed in section 2-201.13 of the Food Code, for reinstatement of a diagnosed food employee.

<table>
<thead>
<tr>
<th>Pathogen Diagnosis</th>
<th>EXCLUSION OR RESTRICTION (Facilities Serving an HSP)</th>
<th>EXCLUSION OR RESTRICTION (Facilities Not Serving an HSP)</th>
<th>Removing Diagnosed Food Employees with Resolved Symptoms from Exclusion or Restriction</th>
<th>RA Approval Required to Return to Work?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Typhoid fever (S. Typhi) including previous illness with S. Typhi (see 2-201.11 (A)(3))</td>
<td>EXCLUDE 2-201.12(C)</td>
<td>EXCLUDE 2-201.12(C)</td>
<td>When approval is obtained from the RA 2-201.15(C)(2), and:</td>
<td>Yes</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>- Food employee provides medical documentation that states the food employee is free of S. Typhi infection 2-201.13(G)(1) (also see Table 1b).</td>
<td></td>
</tr>
<tr>
<td>Norovirus, Salmonella</td>
<td>RESTRICT 2-201.12(G)</td>
<td>RESTRICT 2-201.12(G)</td>
<td>When approval is obtained from the RA 2-201.15(G), and:</td>
<td>Yes</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>- Food employee provides medical documentation, that states the food employee is free of a norovirus/Salmonella infection 2-201.13(G)(1) or</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>- Food employee symptoms of vomiting or diarrhea resolved and ≥36 days have passed since the food employee became asymptomatic 2-201.13(G)(1).</td>
<td></td>
</tr>
<tr>
<td>Pathogen Diagnosis</td>
<td>EXCLUSION OR RESTRICTION (Facilities Serving an HSP)</td>
<td>EXCLUSION OR RESTRICTION (Facilities Not Serving an HSP)</td>
<td>Removing Diagnosed Food Employees with Resolved Symptoms from Exclusion or Restriction</td>
<td>RA Approval Required to Return to Work?</td>
</tr>
<tr>
<td>---------------------</td>
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<td>----------------------------------------------------------</td>
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<td>----------------------------------------</td>
</tr>
<tr>
<td>Shigella spp.</td>
<td>EXCLUDE 2-201.12(E)(1)</td>
<td>RESTRICT 2-201.12(E)(2)</td>
<td>1. Serving a non-HSP facility: 2-201.13(A)(3)(a): Shall only work on a restricted basis 24 hours after symptoms resolve and remains restricted until meeting the requirements listed in No. 3.</td>
<td>Yes</td>
</tr>
<tr>
<td></td>
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<td></td>
<td>2. Serving an HSP facility: 2-201.13(A)(3)(b): Remains excluded until meeting the requirements listed in No. 3.</td>
<td></td>
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<td></td>
<td>3. Restriction or Exclusion remains until:</td>
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<td></td>
<td>- Approval is obtained from the RA 2-201.13(E)(1); and:</td>
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<td></td>
<td>- Medically cleared 2-201.13(E)(1), or</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>- More than 7 calendar days have passed since the food employee became asymptomatic 2-201.13(E)(3)(a) (also see Table 1b).</td>
<td></td>
</tr>
<tr>
<td>Pathogen Diagnosis</td>
<td>EXCLUSION OR RESTRICTION (Facilities Serving an HSP)</td>
<td>EXCLUSION OR RESTRICTION (Facilities Not Serving an HSP)</td>
<td>Removing Diagnosed Food Employees with Resolved Symptoms from Exclusion or Restriction</td>
<td>RA Approval Required to Return to Work?</td>
</tr>
<tr>
<td>---------------------</td>
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<td>----------------------------------------------------------</td>
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<td>----------------------------------------</td>
</tr>
<tr>
<td>Clostridium difficile</td>
<td>EXCLUDE 2-201.13(B)(1)</td>
<td>EXCLUDE 2-201.13(B)(2)</td>
<td>1. Serving a non-HSP facility: 2-201.13(A)(3)(a): Shall only work on a restricted basis 24 hours after symptoms resolve and remains restricted until meeting the requirements listed in No. 3.</td>
<td>Yes</td>
</tr>
<tr>
<td></td>
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<td></td>
<td>2. Serving an HSP facility: 2-201.13(A)(3)(b): Remains excluded until meeting the requirements listed in No. 3.</td>
<td></td>
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<td></td>
<td>3. Restriction or Exclusion remains until:</td>
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<td></td>
<td>- Approval is obtained from the RA 2-201.13(B)(1); and:</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>- Medically cleared 2-201.13(B)(1), or</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>- More than 7 calendar days have passed since the food employee became asymptomatic 2-201.13(B)(3)(a) (also see Table 1b).</td>
<td></td>
</tr>
</tbody>
</table>

Key: Table 2
RA = Regulatory Authority
STEC = Shiga toxin producing Escherichia coli
HAV = Hepatitis A virus
HSP = Highly Suspicious Population
NTS = Norovirus/Salmonella

(continued)
2-201.13 Removal, Adjustment, or Retention of Exclusions and Restrictions.

2-201.12 Table 3: Summary of Requirements for Diagnosed Food Employees Who Never Develop Gastrointestinal Symptoms

Food employees and conditional employees shall report a listed diagnosis immediately to the person in charge:

- The person in charge shall notify the RA when a food employee reports a listed diagnosis
- The person in charge shall prohibit a conditional employee who reports a listed diagnosis from becoming a food employee until meeting the criteria listed in section 2-201.13 of the Food Code, for reinstatement of a diagnosed food employee

### Pathogen Diagnosis

<table>
<thead>
<tr>
<th>Pathogen Diagnosis</th>
<th>EXCLUSION OR RESTRICTION (Facilities Serving an HSP)</th>
<th>EXCLUSION OR RESTRICTION (Facilities Not Serving an HSP)</th>
<th>Removing Diagnosed Food Employees Who Never Develop Gastrointestinal Symptoms from Exclusion or Restriction</th>
<th>RA Approval Required to Return to Work?</th>
</tr>
</thead>
</table>
| Typhoid Fever (S. Typhi) including previous illness with S. Typhi (see 2-201.11 (A)(3)) | EXCLUDE 2-201.12(C) | EXCLUDE 2-201.12(C) | When approval is obtained from the RA 2-201.13(C)(1), and:
  - Food employee provides medical documentation, specifying that the food employee is free of a S. Typhi infection 2-201.13(C)(2). | Yes |
| Shigella spp. | EXCLUDE 2-201.12(E)(1) | RESTRICT 2-201.12(E)(2) | Remains excluded or restricted until approval is obtained from the RA, and:
  - Medically cleared 2-201.13(E)(1), or
  - More than 7 calendar days have passed since the food employee was last diagnosed 2-201.13(E)(3). | Yes to return to an HSP or to return unrestricted; Not required to work on a restricted basis in a non-HSP facility |
| Nontyphoidal Salmonella | RESTRICT 2-201.12(G) | RESTRICT 2-201.12(G) | When approval is obtained from the RA 2-201.13(G), and:
  - Food employee provides medical documentation, stating the food employee is free of a nontyphoidal Salmonella infection 2-201.13(G)(1) or
  - Food employee did not develop symptoms and >30 days have passed since the food employee was diagnosed 2-201.13(G)(3). | (continued) |

### Removing Diagnosed Food Employees Who Never Develop Gastrointestinal Symptoms from Exclusion or Restriction

- Norovirus
  - EXCLUDE 2-201.12(D)(1)
  - RESTRICT 2-201.12(D)(2)
  - Remains excluded or restricted until approval is obtained from the RA 2-201.13(D), and:
    - Medically cleared 2-201.13(D)(1), or
    - More than 48 hours have passed since the food employee was diagnosed 2-201.13(D)(3).
  - Yes to return to an HSP or to return unrestricted; Not required to work on a restricted basis in a non-HSP facility

- STEC
  - EXCLUDE 2-201.12(F)(1)
  - RESTRICT 2-201.12(F)(2)
  - Remains excluded or restricted until approval is obtained from the RA 2-201.13(F), and:
    - Medically cleared 2-201.13(F)(1), or
    - More than 7 calendar days have passed since the food employee was diagnosed 2-201.13(F)(3).
  - Yes to return to HSP or to return unrestricted; Not required to work on a restricted basis in a non-HSP facility

- Hepatitis A virus
  - EXCLUDE 2-201.12(B)(3)
  - EXCLUDE 2-201.12(B)(3)
  - When approval is obtained from the RA 2-201.13(B), and:
    - The anicteric food employee has had symptoms for more than 14 days 2-201.13(B)(2), or
    - The food employee provides medical documentation 2-201.13(B)(3).
  - Yes

Key: Table 3
- RA = Regulatory Authority
- STEC = Shiga toxin-producing Escherichia coli
- HAV = Hepatitis A virus
- HSP = Highly Susceptible Population
- NTS = Nontyphoidal Salmonella
2-201.13 Removal, Adjustment, or Retention of Exclusions and Restrictions.

<table>
<thead>
<tr>
<th>Pathogen Diagnosis</th>
<th>Exclusion or Restriction</th>
<th>Facilities Not Serving an HSP</th>
<th>When Can the Restricted Food Employee Return to Work?</th>
<th>RA Approval Needed?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Typhoid Fever (S. Typhi)</td>
<td>RESTRICT 2-201.12(I)</td>
<td>Educate food employee on symptoms to watch for and ensure compliance with GHP, handwashing and no BHC with RTE foods. 2-201.13(I)(1) When 14 calendar days have passed since the last exposure, or more than 14 days has passed since the food employee’s household contact became asymptomatic.</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>Shigella spp.</td>
<td>RESTRICT 2-201.12(I)</td>
<td>Educate food employee on symptoms to watch for and ensure compliance with GHP, handwashing and no BHC with RTE foods. 2-201.13(I)(2) When more than 3 calendar days have passed since the last exposure, or more than 3 days has passed since the food employee’s household contact became asymptomatic.</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>Norovirus</td>
<td>RESTRICT 2-201.12(I)</td>
<td>Educate food employee on symptoms to watch for and ensure compliance with GHP, handwashing and no BHC with RTE foods. 2-201.13(I)(1) When more than 48 hours hours have passed since the last exposure, or more than 48 hours has passed since the food employee’s household contact became asymptomatic.</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>STEC</td>
<td>RESTRICT 2-201.12(I)</td>
<td>Educate food employee on symptoms to watch for and ensure compliance with GHP, handwashing and no BHC with RTE foods. 2-201.13(I)(2) When more than 3 calendar days have passed since the last exposure, or more than 3 calendar days has passed since the food employee’s household contact became asymptomatic.</td>
<td>No</td>
<td></td>
</tr>
</tbody>
</table>

**Key:**
- HSP = Highly Susceptible Population
- BHC = Bare Hand Contact
- RTE = Ready-To-Eat
- GHP = Good Manufacturing Practices
- STEC = Shiga toxin-producing Escherichia coli
2013 Food Code
Chapter 2
Management and Personnel

2-3 PERSONAL CLEANLINESS

Subparts

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<td>2-301</td>
<td>Hands and Arms</td>
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<tr>
<td>2-302</td>
<td>Fingernails</td>
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<tr>
<td>2-303</td>
<td>Jewelry</td>
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<tr>
<td>2-304</td>
<td>Outer Clothing</td>
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</tbody>
</table>
2-3 Personal Cleanliness

- 2-301.11 Hands and Arms Clean Condition
  - Cleaned for 20 seconds at a handwashing sink
    - Rinse under warm water
    - Apply soap
    - Scrub for 10 to 15 seconds
    - Rinse off soap
  - Dry hands
  - Use paper towel to turn off faucet & open doors

Glow Germ Test...
When to Wash

Before: food prep, donning gloves to work with food

After:
- touching bare body parts (except clean hands & arms),
- using the restroom,
- touching animals,
- coughing, sneezing, using a handkerchief/tissue, using tobacco, eating, drinking,
- touching soiled equipment,
- as often as necessary to prevent cross contamination,
- switching from raw to ready to eat foods, after anything that contaminates hands
2-3 Personal Cleanliness

- **2-301.15** Where to Wash $^{Pf}$
- **2-301.16** Hand Antiseptics $^{Pf}$
  - Not mandated
  - Does not replace handwashing
  - Should comply with EPA and CFR standards
  - Should be GRAS
- **2-302.11** Fingernail Maintenance $^{Pf}$
  - Trimmed to be easily cleanable
  - No fingernail polish or artificial nails unless wearing gloves.
- **2-303.11** Jewelry Prohibition
  - Only a plain wedding band on hands
- **2-304.11** Outer Clothing Clean Condition
2-4 Hygienic Practices

- **2-401.11 Eating, Drinking, or Using Tobacco**
  - In designated areas
  - Drinks only if handled to prevent contamination of hands, container, and food

- **2-401.12 Discharges from the Eyes, Nose, and Mouth**

- **2-402.11 Hair Restraint Effectiveness**
  - Hats
  - Hair coverings
  - Nets
  - Beard restraints
  - Clothing

- **2-403.11 Animal Handling Prohibition**

Pf
A service animal means any dog that is individually trained to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability. Tasks performed can include, among other things, pulling a wheelchair, retrieving dropped items, alerting a person to a sound, reminding a person to take medication, or pressing an elevator button.

Emotional support animals, comfort animals, and therapy dogs are not service animals under Title II and Title III of the ADA. Other species of animals, whether wild or domestic, trained or untrained, are not considered service animals either. The work or tasks performed by a service animal must be directly related to the individual’s disability. It does not matter if a person has a note from a doctor that states that the person has a disability and needs to have the animal for emotional support. A doctor’s letter does not turn an animal into a service animal.
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2-5 RESPONDING TO CONTAMINATION EVENTS

Subpart

2-501 Procedures for Responding
• **2-501.11 Clean-up of Vomiting and Diarrheal Events**
  - Have procedures for employees to follow that address how to minimize the spread of contamination and exposure of people
NOROVIRUS

CLEAN UP

People who have norovirus are extremely contagious. According to the Centers for Disease Control and Prevention (CDC), infected people can shed billions of norovirus particles—and it only takes 18 to make someone else sick. People are most contagious when they are sick with the virus, and in the first few days of recovery. So if someone is sick enough to have vomiting or diarrhea in an operation, it is imperative that it’s cleaned quickly and correctly.

Follow these steps to correctly clean up after someone gets sick in an operation:

- Dispose of exposed food. Any food that has potentially been exposed to norovirus should be disposed of immediately. The risk of contamination to employees and customers is simply too great.
- Wear protective clothing. Any employee charged with cleaning an area where vomiting or diarrhea has taken place should wear personal protective equipment, such as disposable masks, nonabsorbent disposable gloves, eye protection, and disposable aprons.
- Clean, sanitize, then disinfect as appropriate. Areas where vomiting or diarrhea have taken place must be cleaned and disinfected. First, vomit and diarrhea should be covered with paper towels to minimize the risk of airborne norovirus particles. A biohazard spill kit should then be used to clean it up. If such a kit isn’t available, the vomit or diarrhea should be wiped up with additional paper towels that have been saturated with a disinfecting agent. On carpets or upholstery, a biohazard cleanup kit should be used to absorb liquid. If one is not available, kitty litter or baking soda may be used instead.
- The surfaces that touched the vomit or diarrhea, as well as nearby surfaces that are frequently touched (such as doorknobs) should then be washed with soapy water, rinsed with plain water, and dried with paper towels. After being cleaned, those surfaces should be properly sanitized with a sanitizing solution. All of those surfaces should then be disinfected, either with a product approved by the EPA as effective against norovirus, following the labeled directions or with a chlorine bleach solution with a concentration of 1000–5000 ppm (5–25 tablespoons of household bleach [5.25%] per gallon of water). The surfaces should be left wet for at least five minutes. Steam cleaning may be preferable for carpets or upholstery.
- If any clothing or fabric has touched vomit or diarrhea, it should be washed with detergent, hot water, and bleach (if recommended/possible—bleach might not be usable on some colored fabrics) on the longest wash cycle possible, then machine-dried. If vomit or diarrhea has touched the clothing of any employees, those employees should be sent home immediately. They should shower thoroughly and wash the affected clothing—again, with detergent, hot water, and bleach on the longest wash cycle possible, then machine-dried—before returning to work.
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