

Retail Food Establishments: Employee Health

Regulation 61-25: Retail Food Establishments



www.scdhec.gov/food

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

2-201.11 – Responsibility and Reporting Symptoms and Diagnosis

2-201.12 – Exclusions and Restrictions

Written Employee Health Policy

Please see the reverse side of this fact sheet for information on creating a written employee health policy.

The Person in Charge (PIC) shall provide training and education to Food Employees about the need to report diseases that can be transmitted to others through the food that they prepare or handle while at work.

The PIC Shall Ensure That:

2.201.11 (A)—Food employees are informed of their responsibility to report to the PIC information about their health and activities as they relate to diseases that are transmissible through food.

In order to inform employees, a written policy should contain the following information to be reported by the food employee(s) to the PIC:

- » Symptoms of Illness
- » Diagnosed Illness

Additionally, a retail food establishment shall have a written policy to exclude, restrict or reinstate food employees for conditions as specified in 2-201.12.

2.201.11 (B)—If the PIC knows that a food employee has been diagnosed with an enteric foodborne disease, the PIC shall report the disease to DHEC.



Food Employees Shall:

2-201.11 (C) & (D)—Report to the PIC any onset of the following symptoms, either while at work or outside of work, including the date of onset:

- » Vomiting,
- » Diarrhea,
- » Jaundice,
- » Sore throat with fever, or
- » Infected cuts or wounds or lesions containing pus such as a boil, burn or infected wound, that is open or draining on the hand, wrist, or other exposed body parts.

2-201.12 (A) & (B)—Notify their PIC whenever diagnosed by a health care provider with any of the following reportable diseases:

- » Norovirus
- » Hepatitis A virus
- » Shigella
- » E-coli
- » Salmonella

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*Citations 2-103.11 (N, O),
2-201.11 & 2-201.12*

**2-103.11 (N, O) – Duties of
Person in Charge**

**2-201.11 – Responsibility
and Reporting Symptoms and
Diagnosis**

**2-201.12 – Exclusions and
Restrictions**

FDA Resource

For more information or to
reference the FDA materials,
please go to www.fda.gov
and search for “[Employee
Health and Personal Hygiene
Handbook](#).”

The Person in Charge (PIC) shall ensure that all food employees are informed of their responsibility to report to them about their health and activities as they relate to diseases that are transmissible through food.

Written policy must address the following criteria:

The restriction, exclusion and reinstatement of employees who report or exhibit any of the following symptoms:

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

Or have been diagnosed with the following:

- » Norovirus
- » Hepatitis A Virus
- » Shigellosis
- » Escherichia coli
- » Salmonellosis

The policy must also address reinstating employees after they have been restricted or excluded:

Below is an example of how an employee health policy may be written.

*“It is the policy of _____ [RESTAURANT NAME] _____ to reference
_____ [RESTAURANT EMPLOYEE HEALTH POLICY OR FDA MATERIALS] _____
for the exclusion, restriction and reinstatement of ill employees who
have been observed or have reported their health and activities as they
relate to diseases that are transmissible through food.”*

Your written employee health policy may be different, but must meet the criteria established above.