Food establishments must clean up incidences of vomiting and diarrhea differently than other routine cleaning procedures. Vomiting and diarrhea events require a vigorous cleaning and disinfecting process; therefore, food establishments must create a response and cleanup plan detailing effective procedures to reduce exposure to foodborne diseases for both the public and food employees. ***Use this document as your written plan. If you need to add more information, keep it attached to this form.***

**Section 1: Food Establishment Information**

|  |  |  |  |
| --- | --- | --- | --- |
| **Establishment Name** | | **PR #** | |
| **Person in Charge (PIC) Name and Title/Position** | **PIC Email** | | |
| **Site Address** | **City** | **ZIP Code** | **PIC Phone #** |

**Section 2**: **Cleanup Plan Checklist**

|  |  |
| --- | --- |
| **x** | Include the following items in your cleanup plan (modify as needed to fit your business): |
|  | All the cleaning and disinfection will be performed within a 25-foot radius of the contaminated area \* |
|  | **Protect Consumers \***   * Move guests from the contaminated area. |
|  | **Protect Food \***   * Discard uncovered food or single-service items in the contaminated area. * Wash all utensils and equipment of the vomit or diarrheal event. * Discontinue food service until all utensils, equipment, and surfaces have been cleaned and disinfected. |
|  | **Protect Employees**   * Any ill food employees must be sent home immediately. They may not return to work until their symptoms have resolved for at least 24 hours. Remind employees to report symptoms or diagnosed illnesses to the Person in Charge (PIC). Symptoms include vomiting, diarrhea, sore throat with fever, jaundice (yellowing), and infected hand cuts. Reportable illnesses include *E. coli*, *Salmonella*, *hepatitis A*, *Shigella*, and *Norovirus*. * Only trained staff should be assigned cleaning and disinfecting tasks. Trained staff must wear protective equipment such as gloves, apron, and goggles when responding to vomit or diarrhea incidents. * Food employees must wash their hands after the cleanup is completed. **Staff involved with cleanup should not return to food handling until they can shower and change clothes**. |
|  | **Protect Surfaces \***   * Clean and disinfect surfaces such as tabletops, doorknobs, and chairs. * Use disposable absorbent material like baking soda or kitty litter to soak up visible vomit or diarrhea, scrape material into a trash bag, seal, and discard all disposable cleaning equipment (scoops, mop heads, gloves, towels) before leaving the contaminated area. Clean and disinfect reusable cleanup equipment in an area not used for food preparation. * If contaminated fabric surfaces cannot adequately be disinfected, steam clean. |

**Section 3**: **Identify Surfaces and Assemble a Cleanup Kit**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Surfaces: Identify surfaces in the food establishment that will need disinfection to ensure staff is trained, and the planned disinfectant is labeled for the surface** (check all surfaces in the establishment): | | | | |
| Describe (such as hard, non-porous, porous, carpet, upholstery, linens, clothing): | | | | |
| **Cleanup Kit: Identify items available for cleanup in the food establishment** (check all that apply): | | | | |
| Disposable masks | Absorbent material  (baking soda, kitty litter) | | Disposable mop head  (no vacuum) | Other tools: |
| Disposable gloves | Disposable scoop/paper plates | | Mop bucket/hot water |
| Disposable aprons | Garbage bags | | Caution tape or signs |
| Goggles | Disposable paper towels/cloths | | Soap |
| **Disinfectant: Detail how to make and use the disinfectant** (reference product label): | | | | |
| EPA-registered disinfectant name:  Bleach or  Other:  Amount of disinfectant:       Amount of water:       Contact time:       Instructions: | | | | |
| Location of the kit:  Where is the cleanup plan kept in the food establishment? | | Location of the utility sink to clean reusable tools:  How often is the plan reviewed and updated?  Annually  Other: | | |
| *Note: Tools used to clean up vomit and diarrhea should not be stored or cleaned in the kitchen if possible.* | | | | |

**Section 5: Signature**

**Section 4**: **Employee Training**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Employee Training**: Employees must be adequately trained in advance. *Select all that apply.* | | | | | | | | |
|  | How are employees trained? | | | | | | | |
| Read and sign the plan | | Kit demonstration | | Other: | | | |
|  | How often are employees trained? | | | | | | | |
| Once | Quarterly | | Annually | | Other: | | |
| **Worker Assignments**: Assign non-food workers cleanup duties when possible. *Select all that apply.* | | | | | | | | |
|  | Who should be notified if a vomiting or diarrhea event occurs? | | | | | | | |
| Manager | Janitor | | Server | | | Cook | Other: |
|  | Who is responsible for cleaning vomit and diarrhea events? | | | | | | | |
| Manager | Janitor | | Server | | | Cook | Other: |

|  |  |
| --- | --- |
| Plan prepared by: | |
| -------- | |
| Signature Date | Printed Name Phone |

Written procedures must be prepared in advance, maintained in the food establishment, and made available to Public Health Seattle and King County (PHSKC) upon request.

If you have questions, please get in touch with your inspector or our offices at Chinook Building in Seattle:

206-263-9566 / Eastgate in Bellevue: 206-477-8050.