


Name of Policy: General Infection Control Policy Number: 3364-104-1001 Approving Officer: Chief Executive Officer Responsible Agent: Food & Nutrition Management Scope: University of Toledo Medical Center, Food & Nutrition Services		 Effective date: Original effective date: 4/1990	
Key words: General, Infection, Control, Nutrition, Health Department			
	New policy proposal	<u>X</u>	Minor/technical revision of existing policy
	Major revision of existing policy		Reaffirmation of existing policy

(A) Policy statement

It is the policy of Food and Nutrition Services (FANS) to maintain an infection control system. Quality control documentation is kept as an aid to identifying opportunities for improvement. Guidelines detailed in Ohio Uniform Food Safety Code are found at:

<http://codes.ohio.gov/oac/3717-1>

(B) Purpose of policy

An effective infection control system is essential in the prevention of transmission of food borne illness.

(C) Procedure

(1) **Personal Hygiene**

- (a) Each employee will meet health screening requirements prior to employment.
- (b) Strict adherence to hand washing practices must be observed at all times.
- (c) Disposable gloves must be worn when handling soiled dishes, food, flatware, etc.
- (d) The dress code as detailed in the FANS manual must be followed.
- (e) Eating, drinking, **vaping, chewing gum or tobacco**, or smoking during the performance of duties **or while in food preparation & service areas is strictly** prohibited.
- (f) Per Lucas-Toledo County Health department, FANS will not permit employees with potentially communicable diseases, such as upper respiratory illness, skin infections, nausea, or diarrhea, to work in a food service environment. Employees must report such illnesses to their manager on duty.
 - (i) Guidelines for county health requirements may be found at:
<https://lucascountyhealth.com/food-safety-3/>
 - (ii) The department will follow all ODH requirements and guidelines for employee health reporting.
 - (iii) Employees with potential communicable diseases should not handle food or clean equipment.

- (iv) Cuts and burns on hands are properly bandaged and covered with disposable gloves. Cuts and burns on exposed arms are properly covered so they are not a source of contamination.
 - (g) Clean rest rooms and hand washing facilities will be made readily available.
 - ~~(h) Smoking, chewing gum or tobacco, snuff, eating, and drinking are not allowed in food preparation and service areas.~~
 - (i) Refer any problems to the infection control nurse or staff member of infection control.
- (2) **Food Preparation**
 - (a) Separate work areas must be provided for the preparation of hot and cold foods.
 - (b) Suitable utensils should be provided so that manual contact with food can be kept to a minimum. Disposable gloves must be worn when handling food.
 - (c) Frozen food must be thawed properly.
 - (d) All food must be covered from time of preparation to time of serving. Hot food is held at a minimum internal temperature of 135 degrees Fahrenheit or above. Cold food should be kept at or below 41 degrees Fahrenheit.
 - (e) Foods which are known to have a high-risk level of contamination (i.e., eggs, milk and milk products or poultry) must be purchased from sources which meet local, state and or federal regulations. In addition, such foods must be properly handled and stored for patients.
- (3) **Storage and Cleaning**
 - (a) Thermometers must be kept in all food storage areas to give assurance that foods are kept at an appropriate temperature:
 - (b) Temperatures must be recorded at a minimum of once daily. When a piece of equipment is found out of range it is to be reported to a supervisor immediately.
 - (c) Temperatures will be maintained according to health department regulations.
 - (d) Shelf space must all have a 6-inch clearance from the floor.
 - (e) All service wares will be thoroughly cleaned and sanitized. Any wares with chips and cracks will be discarded.
 - (f) When wares are to be cleaned by hand, all local health department regulations will apply.
 - (g) Cleaning and sanitation guidelines are available.
- (4) **Inspections**
 - (a) **Food & Nutrition areas and inspected by the** Public Health Department, Infection Control and Environmental Safety.
- (5) **In-Services**
 - (a) In-service education regarding infection control practices is to be conducted when appropriate. Infection control services will be available upon request for consultation.
- (6) **Miscellaneous**
 - (a) Traffic of unauthorized individuals through food preparation areas is controlled and kept to a minimum.
 - (b) Any complaints of food borne illness are reported to the food and nutrition department. Infection control is contacted to begin investigation. The local health department is notified.
 - (c) Any areas that do not meet proper standards will be reported to management to review, corrected if needed with follow-up to appropriate areas involved.

<p>Approved by:</p> <hr/> <p>Daniel Barbee Chief Executive Officer</p> <hr/> <p>Date</p> <hr/> <p>Joshua Krupinski Director, Food & Nutrition</p> <hr/> <p>Date</p> <p><i>Review/Revision Completed by:</i> <i>Director, Food & Nutrition</i></p>	<p>Policies Superseded by This Policy:</p> <p>Initial effective date: 4/1990</p> <p>All Review/Revision Dates:</p> <p>4/1991 5/1992 6/1995 4/1996 7/1999 6/2005 6/2/2008 7/1/2011 7/1/2014 7/1/2017 4/23/2019 5/16/2022</p> <p>Next review date:</p>
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