

STERILE PROCESSING PROCEDURE GENERAL

Procedure SP1-10: Food and drink in work areas



Policy Number Superseded: 3364-139-4-01

Responsibility: Operations Manager,
Sterile Processing

Effective Date:
August 15, 2023

Purpose of Procedure: This policy protects employees from contamination of their food, and protects the work environment from unnecessary contamination of food.

Initial Effective Date:
January 22, 2009

Eating and drinking within work areas of the Sterile Processing department is strictly prohibited. The areas affected include the SSC Main Storeroom, Decontamination, and the Infectious Waste Room.

The OSHA Bloodborne Pathogen Standard [CFR 1910.1030\(d\)\(2\)\(ix\)](#) prohibits food and drink in areas where contamination is likely. Break and eating locations should be separate and distinct from work locations.

Procedure:

- (A) **Calling in ill or FMLA:** You must call the Nursing Service call-off line at 419-383-6045. All calls must be made at least two hours before scheduled starting time or earlier if possible. Employee will give name, shift and department and state if they are ill or if calling off using an approved FMLA.
- (B) **Calling in for personal emergency:** You must call extension 5107 at least one hour prior to the start of your shift and ask to speak to the operations supervisor. If the operations supervisor is unavailable, speak to the department educator or lead tech on duty. You must request approval from house supervisor, if the operations supervisor is unavailable. You may request personal time, comp time, vacation time or unpaid time. The supervisor or lead tech on-duty has the right to refuse your request.

Procedure:
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Failure to adhere to this procedure will result in corrective action.

Approved by:
Christopher Lehnert
Operations Supervisor, Sterile Processing

Initial effective date:
January 22, 2009

Review/Revision Completed by:
Operations Supervisor, Sterile Processing

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