

VOMIT AND DIARRHEA CLEAN-UP PLAN

The following procedures address how employees must minimize the spread of contamination when cleaning up vomit and diarrhea. These procedures will limit the risk to employees, consumers, food, and surfaces in the food establishment. Staff must be trained on your clean-up plan and your plan must also be available for review by the Portsmouth Health Department. Ensure all supplies are available to properly implement the procedure. ***Adjust this document to fit your establishment.***

SECTION 1: FOOD ESTABLISHMENT INFORMATION

Establishment Name:

Phone:

Street (Physical) Address:

Email:

Contact Name:

Title:

SECTION 2: CLEAN-UP PLAN CHECKLIST

Every food establishment must have a written clean-up plan that protects consumers, food, employees, and surfaces. Include the following items in your clean-up plan (modify as needed to fit your business):

Protect Consumers

- Move guests from the contaminated area.
- Block off areas within 25 feet of the contaminated area until the area is properly cleaned and disinfected.
- Do not reseat guests within 25 feet of the contaminated area until the area is property cleaned and disinfected.
- Other:

Protect Food

- Discard uncovered food or single-service items in the contaminated area.
- Wash all utensils and equipment within a 25-foot radius of the vomit or diarrheal event.
- Discontinue food service within a 25-foot radius of the contaminated area until all utensils, equipment, and surfaces have been cleaned and disinfected.
- Other:

Protect Employees

- Any ill food workers/employees must be sent home immediately. Food workers may not return to work until their symptoms have resolved for at least 24 hours.
- Only trained staff should be assigned clean-up and disinfection tasks.
- Wear protective equipment such as gloves, apron, and goggles when responding to vomit or diarrhea incidents.
- Workers must wash hands after clean-up is completed.
- Staff involved with clean-up should not return to food handling until able to shower and change clothes.
- Remind employees to report symptoms or diagnosed illnesses to the Person in Charge. Symptoms include vomiting, diarrhea, sore throat with fever, jaundice (yellowing), and infected cuts on the hands. Reportable illnesses include E. coli, Salmonella, hepatitis A, Shigella, and norovirus.
- Other:

Protect Surfaces

- Use disposable absorbent material like baking soda or kitty litter to soak up visible vomit or diarrhea. Scrape material into trash bag.
- Clean and disinfect surfaces such as tabletops, doorknobs, and chairs within a 25-foot radius around the contaminated area.
- Bag, seal, and discard all disposable cleaning equipment (scoops, mop heads, gloves, towels) before leaving the contaminated area.
- Block off and schedule steam cleaning for contaminated fabric surfaces that cannot adequately be disinfected.
- Clean and disinfect reusable clean-up equipment in an area not used for food preparation.
- Other:

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SECTION 3: IDENTIFY SURFACES & ASSEMBLE A CLEAN-UP KIT

Surfaces: Identify surfaces in the food establishment that will need disinfection to ensure staff are trained and the planned disinfectant is labeled for the surface (check all surfaces in the establishment):

Hard, non-porous (tile, vinyl, sealed concrete, stainless steel): Follow 'non-porous' directions on disinfectant label.

Porous (unsealed concrete, wood): Follow 'porous' disinfection directions on label.

Carpet and upholstery: Close area and steam clean if unable to use disinfectant.

Linens and clothing: Machine wash and dry hot; use chlorine bleach if possible.

Grass and outdoor concrete: Block access; use absorbent material on spill; scrape into bag; rinse area with water.

Other:

Clean-Up Kit: Identify items available for clean-up in the food establishment (check all that apply):

Disposable masks	Disposable scoop/paper plates	Disposable mop head (no vacuum)
Disposable gloves	Garbage bags	Mop bucket/hot water
Disposable aprons	Disposable paper towels/cloths	Caution tape or signs
Goggles		Soap
Absorbent material (baking soda, kitty litter)		

Other tools (list):

Disinfectant: Detail how to make and use the disinfectant (reference product label)

EPA-Registered Disinfectant Name: Bleach or Other (list):
Amount of disinfectant: Amount of water: Contact time:
Instructions:

Location of the kit:

Location of the utility sink to clean reusable tools:

NOTE: Tools used to clean up vomit and diarrhea should not be stored or cleaned in the kitchen if possible.

SECTION 4: EMPLOYEE TRAINING

Employee Training: Employees must be properly 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 clean-up duties when possible. Select all that apply.

Who should be notified if a vomit or diarrhea event occurs?

Manager Janitor Server Cook Other:

Who is responsible for cleaning vomit and diarrhea events?

Manager Janitor Server Cook Other:

SECTION 5: ADDITIONAL FACILITY-SPECIFIC INFORMATION (Fill as needed)

SECTION 6: PLAN MAINTENANCE

Where is the clean-up plan kept in the food establishment:

How often is the plan reviewed and updated? Annually Other:

SECTION 7: SIGNATURE

Plan prepared by (Printed Name):

Signature:

Date: