



Employee Health Policy

Why is this important? Proper management of a food establishment operations begins with employing healthy people and instituting a system of identifying employees who present a risk of transmitting foodborne pathogens to food or other employees.

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| Who does this apply to | All food employees are responsible for ensuring employees are in a healthy state while working. |
| When will this be performed | Ensuring employees are in a healthy state while working occurs 24/7/365 during hours of operation at Central Pop! LLC. |
| Where does this take place | Ensuring employees are in a healthy state while working happens at the establishment, over the phone and any interaction with the employee including emails and text messages. |
| How is this completed | All employees are required to report illnesses to management as soon as symptoms arise. Employees will not be allowed to work if they appear to be ill or have the following symptoms: vomiting, diarrhea, jaundice (yellowing of skin and eyes), sore throat with fever, and open lesions. According to the Arizona Department of Health Services, employees should stay home when sick with Salmonella, Typhi, Hepatitis A, Shigella, Norovirus, Escherichia Coli 0157:H7, Norovirus, Non-Typhoidal Salmonella |
| Corrective Action | If management observes that an employee is ill and/or has some of the reportable symptoms, the employee will be sent home. Staff may be offered an opportunity to make up hours if business needs permit. |
| Monitoring Steps | Shift managers will visually observe all employees at the beginning of their shift to assess employee health. In addition to this, managers will evaluate the health as the shift progresses and will follow policies in sending employees home if they present with any of the following symptoms: vomiting, diarrhea, jaundice (yellowing of skin and eyes), sore throat with fever, and open lesions. |
| Training of Staff | Employees are required to read these food safety procedures when they are hired. The manager/supervisor will remind staff of regulations and when they are to stay home via refresher trainings or as incidents arise. |
| Verification Policy | Employees are required to read these food safety procedures and the company handbook when they are hired. The manager/supervisor then demonstrates the procedures for all employees. Refresher training is provided weekly as well as when incidents arise. |



I agree to the Employee Health Policy as outlined above and according to the Maricopa County Health department.

Employee Name

Date

Employee Signature