

Employee Exclusion and Restriction Guidance

Proper management of a food establishment involves practicing procedures for identifying employees who may transmit foodborne pathogens to food, other employees, and customers. Persons in Charge (PIC) must ensure that food employees are aware of the reporting requirements for foodborne illness symptoms and diagnoses. Additionally, when an employee reports an exposure to, symptoms of, or a diagnosis with foodborne illness, the proper protocols and actions must be followed in order to prevent potential disease transmission. The PIC must understand the requirements for restricting, excluding, and reinstating food employees due to food illnesses.

The following information provides guidance to the PIC when it becomes necessary to restrict or exclude a food service employee due to a diagnosis of, or symptoms associated with, a foodborne illness. By utilizing the associated tables, a PIC can make a sound public health decision on whether an employee should be restricted or excluded and can clearly define the conditions which must be met before an employee can return to work.

**Table 1a: Requirements for Non-diagnosed, Symptomatic Food Service Workers
(Not serving Highly Susceptible Population)**

Symptom	Exclude/Restrict	Removing from Exclusion/Restriction
Vomiting	Exclude*	Asymptomatic for 24 hours, preferably 72 hours.
Diarrhea	Exclude	Asymptomatic for 24 hours, preferably 72 hours.
Jaundice** Symptoms for 7 days or less.	Exclude	If employee jaundiced for more than 7 days and they provide medical documentation to employer.
Sore Throat w/Fever	Restrict*	If employee provides medical documentation of more than 24 hrs. of antibiotic therapy for strep OR one negative throat culture or confirmation that free of symptoms.
Infected Wound	Restrict	Affected area is scabbed over and/or properly covered.

*"exclude" means to prevent a person from working as an employee in a food establishment or entering a food establishment as an employee.

*"restrict" means to limit the activities of a food employee so that there is no risk of transmitting a disease that is transmissible through food and the food employee does not work with exposed food, clean equipment, utensils, linens, or unwrapped single-service or single-use articles.

**** Jaundice must be reported to the Needham Public Health Division. If employee had jaundice, reinstatement must have the approval of the regulatory authority. ****

**Table 1b: Requirements for Diagnosed Food Service Workers
(Not serving Highly Susceptible Population)**

Diagnosis	Exclude/Restrict	Removing from Exclusion/Restriction
E. coli	Exclude	Reinstate if symptoms resolved AND medical documentation of 2 consecutive negative stool specimens, 48 hrs. after medical treatment, and taken 24 hrs. apart.
Norovirus	Exclude	Reinstate after symptoms resolved for 72 hours; or 72 hours after positive test, whichever occurs last.
Hepatitis A	Exclude	Reinstate after one week from onset of symptoms, or for cases with unknown onset, one week past the date of positive blood test.
S. Typhi	Exclude	Employee provides medical documentation certifying infection free to employer, including documentation of 3 consecutive negative stool cultures, starting one month after symptoms started, 48 hrs. after antibiotic therapy completed, and taken 48 hrs. apart.
Shigella	Exclude	Reinstate if symptoms resolved AND medical documentation of 2 consecutive negative stool specimens, 48 hrs. after medical treatment, and taken 24 hrs. apart.
Salmonella	Exclude	Medical documentation of one negative stool specimen, 48 hrs. after medical treatment. (In outbreak circumstances, two consecutive negative stool specimens are required, 24 hrs. apart.)

**** All exclusions due to disease diagnosis must be reported to the Needham Public Health Division. ALL reinstatements from exclusions and restrictions due to disease diagnosis must be made with approval of the regulatory authority. ****