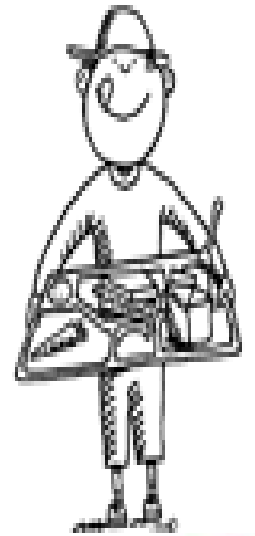




Food Handling Guide for Pamlico County Schools



Staff and Contamination

- **Bacteria, viruses, and parasites can unknowingly be introduced into food and beverages.**
- **Staff contaminate food by:**
 - Working while sick (coughing, sneezing, have a fever)
 - Touching pimples or sores
 - Touching hair
 - Not wearing a band-aid and single-use gloves over sores and wounds
 - Not washing hands properly

4 Basics of Handwashing

1. **Accessible handwashing sink**
2. **Hand soap** -- liquid, powder, or bar and does not have to be antibacterial
3. **Handwashing** should last a minimum of 20 seconds.
4. **Way to dry hands** --disposable towels, continuous towel system, or a hand dryer
5. **Instant hand antiseptic** -- not required



Proper Handwashing



Always wash hands:

- After using the bathroom
- After coughing, sneezing, eating, or drinking
- After cleaning tables/desks
- Before putting on gloves
- After handling animals
- After talking on the phone or opening a door
- After handling garbage or trash
- After handling dirty equipment or utensils;
- During food preparation.

Instant Hand Antiseptics

- Only hand antiseptics approved by the FDA can be used.
- Staff must wash their hands before the antiseptic is applied.
- Hand antiseptics cannot replace handwashing.



Fingernails

- Fingernails (real or artificial) and nail polish can be physical hazards.
- Keep nails trimmed and filed.
- Staff cannot wear fingernail polish or artificial fingernails **unless** they wear single-use food service gloves.

Cover cuts, wounds, and sores

- Wounds or scratches can be a source of bacteria.
- Restrict staff from serving or preparing food if a sore contains pus or is infected.
- Cover affected area with a bandage, a finger cot, or a single-use glove.



Single-use Gloves

- Use non-latex gloves because latex gloves might cause allergic reactions in some workers.
- Change gloves:
 - when they tear
 - before beginning a new task
 - when you must wash your hands and
 - after handling wet food



Clothing

Clothing can be a source of contamination so all food handlers must wear:

- a clean hat or hair restraint (optional)
- clean clothing

While preparing food, staff cannot wear jewelry on their hands and forearms if food is not individually sealed.

- This includes medical information jewelry on arms and hands.
- The only exception is a plain wedding band.

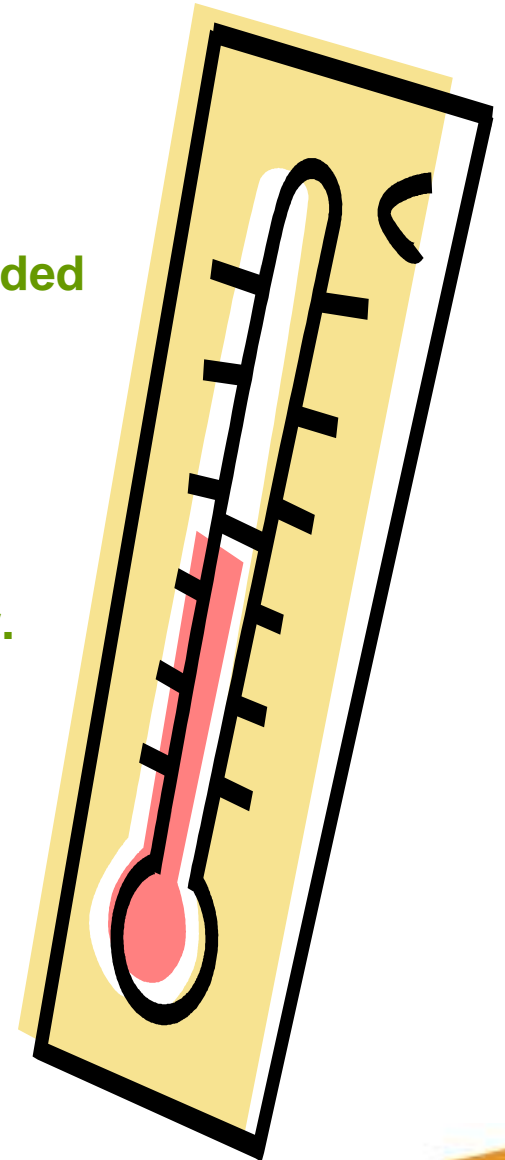
Bare-hand Contact

- No bare-hand contact of ready-to-eat food – must wear gloves.
- Ready-to-eat food (RTE) includes:
 - Cooked food
 - Raw fruits and vegetables
 - Baked goods
 - Dried sausages
 - Canned food
 - Snack foods
 - Beverages



To insure the safety of food:

- (1) Please serve snacks at the appropriate time provided
- (2) Keep cold foods at 40 degrees or below.
- (3) Keep hot foods at 135 degrees or higher.
- (4) Never place hot and cold together food in a cooler.



Reporting Foodborne Illness

If a staff person is diagnosed with one of the following foodborne illnesses, the cafeteria manager or principal *must* report it to the local health department:

- Hepatitis A virus
- *E. coli* 0157:H7
- *Salmonella Typhi*
- *Shigella* spp.
- Norovirus



Excluding or Restricting Staff

Excluding

- It is recommended that staff not be allowed in the snack areas except for those areas open to the general public.

Restricting

- The activities of the staff person are limited so there is no risk of transmitting a disease through food.
- Staff should not handle exposed food, clean equipment, utensils, linens; and unwrapped single-service or single-use articles.

When to Exclude a Staff Person

- Staff serving students:
Has been diagnosed with Salmonella Typhi, Shigella, Shiga-toxin producing E. coli, Hepatitis A virus, or Norovirus.
- Staff working with students who are highly susceptible with one or more of the following symptoms:
 - vomiting
 - diarrhea
 - Jaundice
 - sore throat with fever

When to Restrict Staff from Serving Snacks

- Staff serving students who have a sore throat with fever can be restricted.
- However, a restricted staff person can handle pre-packaged food, wrapped single-service or single-use articles, or soiled food equipment or utensils.

Other Policies

During food preparation or serving, never:

- chew gum
- eat food
- cough or sneeze over food

