



Vomit and Diarrhea Clean-up Plan Template

The following procedures address how employees must minimize the spread of contamination when cleaning up vomit and diarrhea. Food retail establishments may create their own written plan based on their standards or create a written plan following the checkpoints listed below. Staff must be trained on your clean-up plan and your plan must be available for review by Skagit Public Health (WAC 246-215-02500). Ensure all supplies are available to properly implement the procedure.

SECTION 1: ESTABLISHMENT INFORMATION			
Food Establishment			
ESTABLISHMENT NAME	PHONE		
STREET (PHYSICAL ADDRESS)	CITY	ZIP	EMAIL
CONTACT NAME	TITLE / POSITION		
SECTION 2: CLEAN-UP PLAN CHECKLIST			
<input checked="" type="checkbox"/>	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:		
<input type="checkbox"/>	PROTECT CONSUMERS <ul style="list-style-type: none"> Move guests from the contaminated area. Block off immediate areas with visible contamination until the area is properly cleaned and disinfected. Notify customers in the immediate area of the accident and offer an alternative dining space away from the accident. 		
<input type="checkbox"/>	PROTECT FOOD <ul style="list-style-type: none"> Limit food service in the contaminated area. Discard potentially contaminated food or single-service items in the contaminated area. Wash, rinse, and sanitize all utensils and equipment potentially contaminated in the accident area. 		
<input type="checkbox"/>	PROTECT EMPLOYEES <ul style="list-style-type: none"> 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 gloves, apron, and goggles as needed when responding to vomit or diarrhea incidents. Workers must discard gloves and wash hands after clean-up is completed. More extensive cleaning may be necessary depending on degree of contamination to clothes and other body parts. 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 <i>E. coli</i>, <i>Salmonella</i>, hepatitis A, <i>Shigella</i>, and norovirus. 		
<input type="checkbox"/>	PROTECT SURFACES <ul style="list-style-type: none"> 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 the soiled area and surfaces that might have become contaminated. Sanitize surfaces such as tabletops, doorknobs, and chairs in the immediate area of contamination and other areas potentially contaminated. 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. Re-stock PPE as needed after a vomit or diarrhea incident and assure quality of supplies annually. 		

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):

- | | | | |
|--------------------------------------------|----------------------------------------------------------------------------|-------------------------------------------------------------|------------------------------------------------|
| <input type="checkbox"/> Disposable masks | <input type="checkbox"/> Absorbent material
(baking soda, kitty litter) | <input type="checkbox"/> Disposable mop head
(no vacuum) | Other tools:
<input type="checkbox"/> _____ |
| <input type="checkbox"/> Disposable gloves | <input type="checkbox"/> Disposable scoop/paper plates | <input type="checkbox"/> Mop bucket/hot water | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Disposable aprons | <input type="checkbox"/> Garbage bags | <input type="checkbox"/> Caution tape or signs | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Goggles | <input type="checkbox"/> Disposable paper towels/cloths | <input type="checkbox"/> Soap | |

DISINFECTANT: Detail How to Make and Use the Disinfectant (reference product label)

EPA-Registered Disinfectant Name: Bleach or Other: _____

Amount of disinfectant: _____

Instructions: _____

Amount of water: _____

Contact time: _____

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.

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 NOTES (facility-specific details)

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:

Signature	Date	Printed Name	Phone
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