

Employee Illness Log

Food Code Requirements:

1. **Training:** Employees must be trained to report vomiting or diarrhea symptoms to the Person in Charge (PIC).
2. **Reporting:** Employees are required to notify the PIC of their symptoms and pathogens that could cause foodborne illness.
3. **Documentation:** PIC must document when food employees report symptoms of vomiting or diarrhea. Illness logs must be kept on-site and produced for the health department when requested.
4. **Exclusion:** Exclude food employees with vomiting or diarrhea from working in the establishment for 24 after last symptoms stop. Ideally exclude for 72 hours after last symptom.
5. **Notification:** The PIC is required to notify the local health department or MDH if any employees are known to be infected with *Salmonella*, *Shigella*, *Shiga toxin producing E. coli*, *hepatitis A virus*, *norovirus*, or another bacterial, viral or parasitic pathogen.

Report date & time	Employee name	Symptoms/illness reported to the person in charge						DIAGNOSED		
		Vomiting**	Diarrhea**	Jaundice (yellowing of eyes or skin)	Sore throat with Fever	Respiratory (cough, sore throat, runny nose)	Comments or additional symptoms	Date returned to work	Diagnosed with a pathogen? (See list above)	Called MDH (877-FOOD-ILL) or local health agency?
01/01/19 1:00 pm	John Doe (example)		x				Sent home due to diarrhea	01/03/19 9:00 am		

****Employees with diarrhea and/or vomiting CANNOT RETURN TO WORK for at LEAST 24 HOURS after symptoms end.**