# NOROVIRUS IN CHILD CARE

## **Everyone Plays a P.A.R.T.**



PARTICIPANT'S WORKBOOK





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## PARTICIPANT'S WORKBOOK

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#### INSTITUTE OF CHILD NUTRITION

The University of Mississippi

# Building the Future Through Child Nutrition

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## **Background Information**

This training is designed for child care staff who work in foodservice areas or with responsibilities related to meal service. Additional policies and training should address excluding ill staff and children, isolation procedures and designated areas; cleaning and disinfection procedures within the facility including disinfection of toys, sleeping mats, playground equipment, transportation vehicles, soiled linens, carpets and children's clothing; tracking ill students and staff; health department reporting procedures; and facility closure and evacuation procedures. The following websites from the Centers for Disease Control and Prevention may be useful in developing these additional policies.

- Updated Norovirus Outbreak Management and Disease Prevention Guidelines, 2011. http://www.cdc.gov/mmwr/pdf/rr/rr6003.pdf
- Guideline for the Prevention and Control of Norovirus Gastroenteritis Outbreaks in Healthcare Settings, 2011. https://www.cdc.gov/infectioncontrol/guidelines/norovirus/index.html

Contact your local health department and state agency for information pertaining to your specific child care facility.

Norovirus in Child Care

## Training Overview and Objectives

*Norovirus in Child Care* is intended to be a two-hour, face-to-face, handson norovirus training curriculum for those who handle food in child care facilities. This training curriculum includes interactive activities to better retain the learning objectives.

After completing this training, participants should be able to:

- Describe why norovirus is a concern in child care settings.
- List the symptoms of norovirus.
- Describe how norovirus is transmitted.

## PREVENT

- List personal hygiene habits that can prevent norovirus.
- Name illnesses and symptoms of illnesses that must be reported to the child care director, and identify the required director responses.

## Assemble a body fluid cleanup kit

• Identify the components of a Body Fluid Cleanup Kit.

### **R**ESPOND TO AN INCIDENT

- Demonstrate correct use of Personal Protective Equipment.
- Describe proper body fluid cleanup procedures.

## TOTAL CLEANUP

• Explain steps necessary to reopen a foodservice area after a vomiting incident.

## **Functional Area and Competencies**

### FUNCTIONAL AREA IV: Health and Safety

**Competency 4.1:** Understands and complies with local, state and federal regulations and guidelines for safety and sanitation.

**Competency 4.3:** Establishes policies and procedures to ensure food is prepared and served in a safe environment that meets food safety and sanitation standards.

Norovirus in Child Care

## Key Terms

- Aerosolize: easily disperses into droplets in the air.
- **Body Fluid Cleanup Kit:** a kit designed to clean up a body fluid spill; contains both appropriate personal protective equipment and cleaning supplies.
- Contagious: easily spread from person to person.
- Contaminate: expose a person, food, or surface to a pathogen or chemical.
- **Disinfect:** means the application of heat or chemicals on cleaned food-contact surfaces that kills all of the microorganisms on that surface.
- Foodborne illness: an illness that results from eating contaminated food.
- Hand sanitizer: alcohol-based hand antiseptics that can reduce the number of microorganisms on the surface of hands.
- Jaundice: yellowing skin or eyes due to disease of the liver caused by disease such as Hepatitis A.
- Machine wash: wash clothes in a washing machine.
- **Outbreak:** the occurrence of two or more cases of a similar illness resulting from ingestion of a common food.
- **Personal protective equipment (PPE):** equipment designed to reduce the likelihood of exposure to infectious vomitus or fecal material.
- Quat Sanitizer: chemical disinfectant that contains quaternary ammonium compound.
- **Ready-to-eat food:** foods that can be eaten without further cooking or washing.
- Sanitize: means the application of heat or chemicals on cleaned food-contact surfaces that will cause a reduction of 5 logs, which is equal to a 99.999% reduction, of microorganisms.
- **Single-use gloves:** disposable gloves that are designed and constructed for one time, one person use after which they are intended for discard.
- **Standard Operating Procedure:** food safety procedure put into place to gives instructions on how to handle a food safety issue, monitoring practices, corrective actions, and ways to verify and record food safety practices.

### EVERYONE PLAYS A P.A.R.T. IN NOROVIRUS CONTROL - Video Viewing Guide

#### Instuctions:

As you watch the video *Everyone Plays a P.A.R.T. in Norovirus Control* look for mistakes made by Nina, Linda and Mia. Record the mistakes below.

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### NOROVIRUS

#### What is norovirus?

Norovirus is a virus that causes illness sometimes referred to as the "stomach flu," although it is not related to the flu (or influenza). Infection with norovirus affects the stomach and intestines, causing an illness called gastroenteritis. Norovirus was named for Norwalk, Ohio in 1968 after an outbreak in a school. More than half of all foodborne illness outbreaks are caused by norovirus.

### What are the symptoms of norovirus?

Norovirus symptoms include nausea, vomiting, diarrhea, and stomach cramps. Some people also complain of headache, fever or chills, and muscle aches. Symptoms usually begin 12 - 48 hours after contact with the virus and usually last for 1 - 3 days. During that time, people can feel very ill and often vomit violently or have explosive diarrhea many times a day.

### How is norovirus spread?

Norovirus is found in the stool or vomit of infected people. Those infected by norovirus are contagious for up to three days after their symptoms resolve. The virus is very contagious and easily spread by:

- Eating food or drinking liquids contaminated with norovirus.
- Touching surfaces or objects contaminated with norovirus, and then placing a hand to the mouth. For example, during family-style dining meal service, a child picks up tongs previously handled by another child with norovirus, takes some carrots, and then eats the carrots with their hands. In another example, a child care employee touches a door knob infected with norovirus and then serves food.
- Having direct contact with stool or vomit from a person who is infected.
- Having contact with tiny droplets of vomit that becomes airborne during a vomiting incident or from splashing. Droplets can travel through the air up to 25 feet to land on food and food contact surfaces.

#### Why is norovirus important for child care employees?

People working with food who are sick with norovirus can easily make others ill. A sick child care employee can – without meaning to – contaminate the food he or she is handling. Children and staff may become ill by eating contaminated food resulting in an outbreak. People infected with norovirus are contagious from the moment they begin feeling ill to at least 3 days after symptoms are gone, but some people may be contagious for as long as 2 weeks after recovery. It is important for people to use good handwashing and other hygienic practices such as properly wearing disposable gloves, especially after they have recently recovered from norovirus illness.

#### **NOROVIRUS**

#### How can norovirus be prevented?

Everyone plays a part in the prevention of norovirus by practicing good personal hygiene, which includes:

- Frequent handwashing with soap and water, especially after each toilet visit, before eating or preparing food, before putting on clean gloves, and after changing diapers in child care settings.
- Preventing bare hand contact with all ready-to-eat and ready-to-serve foods.
- Reporting illness symptoms to your child care director.
- This includes symptoms of vomiting, diarrhea, jaundice or yellowing of the skin or eyes, a sore throat with fever, and infected cuts on hands, wrists, or exposed arms.
- You should also tell your child care director if you have been diagnosed with or in contact with others having foodborne illnesses, which in addition to norovirus includes Hepatitis A, *Shigella, E. coli, Salmonella* Typhi, and nontyphoidal *Salmonella*.





• Staying home when you are ill. For illnesses like norovirus, your child care director will ask that you stay home until your symptoms have been resolved for two days.

Norovirus is the leading cause of foodborne disease in the United States and has been a primary source of outbreaks in child care centers. Follow prevention steps to reduce the likelihood of an outbreak in your center.



## WASH YOUR HANDS - Video Viewing Guide

#### Instuctions:

As you watch the video *Wash Your Hands* record how hands are washed and when hands are washed below.

How to Wash Hands	When to Wash Hands

#### **PROPER HANDWASHING**



#### What is proper handwashing?

Proper handwashing is cleaning hands and exposed arms by applying soap and warm water, rubbing them together vigorously, rinsing them with clean water, and drying them thoroughly. Handwashing is important to get rid of dirt and reduce germs that can cause illness. The following steps are required for proper handwashing are:

- 1. Wet hands with clean, running, warm water and apply soap.
- 2. Rub hands together to make a lather and scrub them well; making sure to scrub the backs of their hands, between their fingers, and under their nails.
- 3. Continue rubbing hands for at least 20 seconds. Need a timer? Hum the "Happy Birthday" song from beginning to end twice.
- 4. Rinse hands well under running water.
- 5. Dry hands using a paper towel or air dry them.
- 6. Avoid re-contaminating hands when turning the water off and discarding paper towels. Turn the water off using a paper towel, or a similar barrier. Trash cans with foot-pedal operated lids are preferable.
- 7. When assisting a child in handwashing, either hold the child (if an infant) or have the child stand on a safety step at a height at which the child's hands can hang freely under the running water.
- 8. Assist the child in performing all of the above steps, and then wash your own hands.

#### Why is handwashing important?

Handwashing is critical to preventing the transmission of pathogens (germs) that cause illness. A child care center employee can

transfer germs from hands to food, or food contact surfaces. Children that subsequently eat contaminated food may become sick. Proper handwashing helps to prevent foodborne illness.

## When should child care center employees wash their hands?

Hands should be washed immediately:

- When arriving for the day.
- When moving from one assigned task to another.
- When entering a food preparation area.
- Before, during, and after preparing food.
- Before serving food.
- Before putting on new, single-use gloves, and between glove changes.
- Before handling clean dishes or utensils.
- When changing food preparation tasks, such as between working with ready-to-eat and raw foods.
- After handling soiled dishes or utensils.
- After touching bare human body parts, for example, parts other than clean hands and clean, exposed portions of arms.
- After using the toilet.
- After changing diapers or cleaning up a child who has used the toilet.
- After sneezing, coughing, or blowing of the nose.
- After touching an animal or animal waste.
- After handling pet food or pet treats, including visits to petting zoos.
- After touching garbage.
- When leaving for the day.

## Can hand sanitizers be used in place of proper handwashing in food preparation areas?

No. Hand sanitizers do not take the place of proper handwashing.

### WHAT ARE READY-TO-EAT FOODS?

#### Instructions:

Work with your team to answer these questions about ready-to-eat foods.

1. What are ready-to-eat foods? (definition)

2. Why are ready-to-eat foods more likely to spread norovirus?

3. What are examples of ready-to-eat foods served in child care centers?

4. In addition to gloves, what else can a child care provider use to prevent bare hand contact?

## NO BARE HAND CONTACT WITH READY-TO-EAT-FOODS

# Is it necessary to use single-use gloves when handling ready-to-eat food?

A barrier, such as single-use gloves, is necessary when working with ready-to-eat foods. Single-use gloves, along with handwashing, can be effective in preventing germs on the hands from contaminating food. However, gloves are effective in preventing contamination only if used properly.

# What are the instructions for properly wearing single-use gloves?

Glove use should not take the place of handwashing. Child care employees should properly wash their hands before putting on new single-use gloves. Employees should:

- Wear single-use gloves, or use another suitable utensil, when preparing and serving ready-to-eat foods.
- Change single-use gloves between tasks, such as between working with ready-to-eat and raw foods.
- Replace single-use gloves that are torn, damaged, or contaminated.
  - » Single-use gloves may become contaminated after sneezing, coughing, or touching skin and hair; touching equipment, such as door handles; handling other food; or conducting other tasks.
- Do not wash or reuse single-use gloves.
- Cover an infected wound or lesion with a waterproof covering and a single-use glove.
- Ensure that single-use gloves fit properly.
- Consider using non-latex gloves to address latex allergies.









### **RESTRICTING OR EXCLUDING ILL CHILD CARE EMPLOYEES**

## What symptoms or conditions should child care employees report to their director?

The following symptoms or conditions should be reported:

- Diarrhea or vomiting;
- Sore throat with a fever;
- An infected cut or wound on hands or arms;
- Jaundice (eyes or skin turns yellow);
- Diagnosis with a foodborne illness; and
- Exposure to a foodborne illness.



#### What should the child care center director do when an employee reports a diagnosis of foodborne illness or displays symptoms?

The director is responsible for taking action to prevent the employee from transmitting disease to children by excluding or restricting the employee. In some cases, the director may be required to report certain illnesses and symptoms to the health department.

#### What is exclusion?

Exclusion means a child care center employee is not permitted to come to work.

#### What is restriction?

Restriction means a child care center employee's activities are limited to prevent the risk of transmitting a disease through food. A restricted employee cannot handle food, clean equipment, utensils, or linens. Job duties for employees who are restricted may include working in non-food cleaning or maintenance tasks.

## Who can exclude or restrict a child care center employee?

The director has the authority to exclude or restrict an employee from work. The local health department may also have the authority to exclude or restrict an employee who has symptoms of, or has been diagnosed with, foodborne illness. It is recommended that the director work with the health department in these situations.

## When can an excluded or restricted child care center employee return to work?

In most cases, the director removes, adjusts, or retains the exclusion or restriction. In some cases, approval from the local health department or a medical provider is required to remove an exclusion or restriction. The director should



consult with the local health department to address questions about when an excluded or restricted employee can return to regular work.

### **EXCLUDE or RESTRICT?**

#### Instructions:

For each of the symptoms or illnesses, should the employee be **excluded**, **restricted**, **or allowed to work**?

Definitions:

- Exclude: Child care center employee who is not permitted to come to work.
- **Restrict:** Child care center employee's activities are limited to prevent the risk of transmitting a disease that is spread through food. A restricted employee cannot handle food, clean equipment, utensils, food linens, or unwrapped single-service or single-use articles.

	MAY WORK	EXCLUDE	RESTRICT
Jessica has a cold with watery eyes, sneezing, and sniffles.			
Nina is having bouts of vomiting.			
Jorge has a cut on his hand that is infected and uncovered.			
Mia's husband has been diagnosed with norovirus.			
Leonard has a persistent cough.			
Aggie has a sore throat and fever.			
Annette has diarrhea.			
Linda has been diagnosed with norovirus.			
Ben's last episode of diarrhea was 48 hours ago.			

Contact your local health department and state agency for information pertaining to your local and state policies and procedures.

### IDENTIFY THE COMPONENTS OF THE BODY FLUID CLEANUP KIT

#### Instructions:

Below are items in a Body Fluid Cleanup Kit. Place a check mark in the column that best describes each item.

- Which are for Personal Protective Equipment (PPE)?
- Which are for cleaning?

ITEMS	PPE	CLEANING
Bucket and spray bottle		
Disposable gown		
Effective disinfectant*		
Facemask with eye protection or goggles		
Gloves		
Paper towels		
Plastic garbage bag		
Sand or liquid spill absorbent material		
Flat edge scoop, small shovel or dustpan		
Shoe covers		

\* EPA-registered disinfectants effective against norovirus (<u>www.epa.gov/pesticide-registration/list-g-epa-registered-hospital-disinfectants-effective-against-norovirus</u>) or chlorine bleach (8.25% concentration) at 1000 - 5,000 parts per million (ppm) (4 tablespoons and 16 tablespoons (1 cup) of bleach with 1 gallon of water). It is recommended that 1 cup of bleach per 1 gallon of water be used on surfaces that have had direct contact with body fluids.

\* Read the label on the bleach bottle: Sodium hypochlorite is the active ingredient in chlorine bleach. Different brands of bleach may have different amounts of this ingredient; the most common being 8.25% sodium hypochlorite. Read the label to find out the concentration of sodium hypochlorite and prepare the disinfecting solution as appropriate.

Contact your local health department and state agency for information pertaining to your local and state policies.

## ASSEMBLING A BODY FLUID CLEANUP KIT

### Why a Body Fluid Cleanup Kit?

All body fluids, including vomit, stool, and blood, should be treated as infectious material. Germs, like norovirus, that are spread through body fluids cannot be killed effectively using common foodservice detergents and sanitizers. If a child care employee or child has vomited or contaminated a surface with body fluid, use of special procedures and a special disinfectant is required. It is also important to protect yourself from illness. A Body Fluid Cleanup Kit must contain the correct supplies to protect you and thoroughly disinfect the area. Keep the kit ready for immediate use.

## What is included in a Body Fluid Cleanup Kit?

#### 1. Personal Protective Equipment (PPE)

A Body Fluid Cleanup Kit contains PPE to safeguard the individual responding to an incident. These items protect clothes and shoes from contamination. The equipment also protects the face from splashing and airborne particles, and hands from direct contact with body waste. Each kit should contain:

- Twelve (12) pairs of disposable, nonabsorbent, medical grade gloves
- One (1) facemask with face shield or goggles
- One (1) pair of shoe covers
- One (1) disposable gown

#### 2. Cleaning Supplies

A Body Fluid Cleanup Kit contains supplies to safely and thoroughly remove and dispose of the waste. Cleaning supplies to include:

- Multiple packages of disposable paper towels
- Bucket and chemical spray bottle
- A designated mop head for body fluid cleanup or disposable mop heads (2)
- Plastic garbage bag and twist-ties
- Disposable scoop, small shovel, or dustpan
- Sand, cat litter, or commercial absorbent powder

#### 3. Disinfectant

Common foodservice detergents and sanitizers are not effective in killing all germs that can be spread through body fluids. A special disinfectant is necessary. The Environmental Protection Agency (EPA) keeps a list of registered disinfectants on its website:

- EPA-approved disinfectants appropriate for norovirus: www.epa.gov/pesticide-registration/ list-g-eparegistered-hospital-disinfectants-effective-against-norovirus
- EPA-approved disinfectants appropriate for blood borne pathogens: www.epa.gov/ pesticide-registration/listd-epas-registered-antimicrobial-products-effective-against-human-hiv-1



### ASSEMBLING A BODY FLUID CLEANUP KIT

Chlorine bleach (8.25% concentration) can also be used when prepared to a concentration of 5,000 parts per million. Mix bleach and water together using following measurements.

- 1 cup bleach to 1 gallon of water or
- 5 cups bleach to 5 gallons of water

This is a very strong bleach solution. Use gloves and safety eye goggles to mix the bleach solution. The solution should be made fresh before each use because the solution becomes less concentrated over time. Use only in a well ventilated area.

#### 4. Standard Operating Procedures

The kit should contain written procedures for the safe use of the Body Fluid Cleanup Kit.

Place all items into a waterproof container. Seal the lid and label with date. The EPA-registered disinfectant or chlorine bleach should be stored with an appropriate container (bucket or spray bottle) for chemical mixing. Store these items in an appropriate area. Keep the kit ready for immediate use.

#### How can I protect myself from illness?

All body fluids, including vomit, stool, and blood, should be treated as infectious material. The Body Fluid Cleanup Kit contains the correct supplies to protect you and to thoroughly disinfect an area after an incident. When cleaning up body fluids, you can protect yourself by wearing the personal protective equipment and following the directions in the Standard Operating Procedures.

## ASSEMBLING A BODY FLUID CLEANUP KIT (SAMPLE SOP)

#### PURPOSE

To prepare for incidents requiring cleaning and disinfecting of body fluids, including vomit, diarrhea, and blood.

#### SCOPE

This procedure applies to child care employees involved assembling a body fluid cleanup kit to use for a body fluid cleanup incident.

#### **KEY WORDS**

Body Fluid Spill, Cleaning, Disinfecting, Body Fluid Cleanup Kit, Norovirus

#### **INSTRUCTIONS**

- 1. Purchase, and keep on hand at all times, sufficient quantities of the following items needed to assemble and immediately re-stock a Body Fluid Cleanup Kit:
  - Ethanol based hand sanitizer (62% Ethanol, FDA compliant)
  - Waterproof container sufficient in size to store personal protective and cleaning equipment
  - Personal protective equipment (PPE):
    - » Disposable, non-latex gloves. Gloves should be vinyl or nitrile (rubber), and non-powdered. Gloves should be supplied in various sizes.
    - » Disposable gown or apron, and shoe covers
    - » Face mask with eye protection, or goggles
  - Cleaning supplies:
    - » Sand, or liquid spill absorbent material
    - » Disposable flat-edge scoop, or equivalent (e.g., dustpan, shovel)
    - » Plastic garbage bags and twist-ties
    - » Disposable paper towels
    - » Disposable mop head
  - Disinfecting supplies:
    - » Bucket designated for chemical use
    - » Spray bottle
    - » Household bleach (8.25% concentration, unscented)+
    - » Measuring spoon (tablespoon) and cup (1 cup)
    - » Disposable paper towels
    - » Disposable mop head
    - » Plastic garbage bags and twist-ties

+EPA-approved disinfectants may be used instead of chlorine bleach solutions. EPA-approved disinfectants appropriate for vomit and diarrhea may be found at https://www.epa.gov/pesticide-registration/list-g-epa-registered-hospital-disinfectants-effective-against-norovirus. CDC guidelines on norovirus outbreak management and disease prevention recommend using chlorine bleach solutions on hard surfaces when possible. EPA-approved disinfectants appropriate for blood may be found at https://www.epa.gov/pesticide-registration/list-d-epas-registered-antimicrobial-products-effective-against-human-hiv-1.

- 2. Assemble a Body Fluid Cleanup Kit using the materials purchased in step 1 of this SOP:\*
  - Place the following supplies into a waterproof container:
    - » Twelve (12) pairs of disposable, non-latex gloves
    - » One (1) disposable gown or apron
    - » One (1) pair of disposable shoe covers
    - » One (1) face mask with eye protection, or goggles
    - » One (1) package of disposable paper towels
    - » Two (2) disposable mop heads
    - » One (1) disposable flat-edge scoop, or equivalent
    - » Two (2) dry cups of sand, or liquid spill absorbent material
    - » Four (4) Plastic garbage bags and twist-ties
    - » Procedures for use of the Body Fluid Cleanup Kit. For example, the Food Safety Sample SOP Cleaning and Disinfecting Body Fluid Spills
  - Seal the waterproof container with a lid and label with the date.
- \* Pre-assembled commercial kits containing recommended supplies are available through many vendors. Check with your chemical supply company or foodservice distributor.
- 3. Store the Body Fluid Cleanup Kit with an unopened container of household bleach, or the EPA-approved disinfectant; the bucket designated for chemical use; and the spray bottle in an area designated for chemical storage and/or cleaning supplies.
- 4. Train child care employees on how to use PPE and the contents of the Body Fluid Cleanup Kit.

#### MONITORING

The child care director will ensure that:

- 1. The Body Fluid Cleanup Kit is properly assembled at all times. This includes ensuring that supplies and chemicals have not expired.
- 2. Excess materials and supplies are available to immediately restock the Body Fluid Cleanup Kit after use.
- 3. The Body Fluid Cleanup Kit, and associated chemicals and supplies, are stored in accordance with this SOP.
- 4. Child care employees are trained to properly use:
  - PPE, and
  - The Body Fluid Cleanup Kit.

#### CORRECTIVE ACTION

The child care director will:

- 1. Properly assemble/restock the Body Fluid Cleanup Kit immediately. Replace expired/out-ofdate supplies.
- 2. Provide excess materials and supplies to enable immediate restocking of the Body Fluid Cleanup Kit.
- 3. Retrain child care employees in proper storage of the Body Fluid Cleanup Kit, and associated chemicals and supplies.
- 4. Retrain/educate child care employees in how to properly use PPE and the Body Fluid Cleanup Kit.

#### VERIFICATION AND RECORD KEEPING

The child care director will:

- 1. Once per month, check the Body Fluid Cleanup Kit to ensure that it is properly assembled, and create and complete a log to document that the monthly check occurred. Keep the log on file for a minimum of one year.
- 2. Complete a *Damaged or Discarded Product Log* when expired/out-of-date supplies are discarded. Keep the log on file for a minimum of one year.
- 3. Document training sessions for child care employees in proper use of PPE and the Body Fluid Cleanup Kit using an *Employee Food Safety Training Record*.

DATE IMPLEMENTED: \_\_\_\_\_\_ BY: \_\_\_\_\_

DATE REVIEWED: \_\_\_\_\_\_BY: \_\_\_\_\_

DATE REVISED: \_\_\_\_\_\_BY: \_\_\_\_\_

## CLEANING AND DISINFECTING BODY FLUID SPILLS (SAMPLE SOP)

#### PURPOSE

This Standard Operating Procedure (SOP) should be implemented to safely and properly respond to all incidents requiring cleaning and disinfecting of body fluid spills. Body fluids – including vomit, diarrhea, and blood – are considered potentially infectious. Employees should always wear personal protective equipment when cleaning and disinfecting body fluid spills.

#### SCOPE

This procedure applies to child care employees that would clean a bodily fluid spill.

#### **KEY WORDS**

Body Fluid Spill, Cleaning, Disinfecting, Body Fluid Cleanup Kit, Norovirus

#### **INSTRUCTIONS**

- 1. Contain the affected area
  - Discontinue foodservice operations if spill occurred in food preparation or service areas.
    - » Refer to the child care's alternate meal service SOP to safely continue meal service.
  - Block off the area of the spill from staff and children until cleanup and disinfection are complete. For incidents involving vomit, contain all areas within 25 feet of the spill.
  - Send sick staff and children home.
  - Exclude (i.e., send home) child care employees with symptoms of vomiting or diarrhea from foodservice operations. Refer to the child care's *Exclusions and Restrictions for Ill or Infected Child Care Employees*.
  - Allow only child care employees and/or custodial staff designated to clean and disinfect body fluid spills in the affected area. If the spill is in a non-foodservice area, custodial staff should handle the cleanup.
- 2. Retrieve the Body Fluid Cleanup Kit.
  - Refer to the Food Safety Sample SOP Assembling a Body Fluid Cleanup Kit.
- 3. Put on personal protective equipment (PPE), including:
  - Disposable, non-latex gloves. Gloves should be vinyl or nitrile (rubber), and non-powdered.
    - » Consider double gloving (wearing two gloves on each hand). Replace gloves if they tear or become visibly soiled. Keep hands away from face while wearing gloves.
  - A disposable gown or apron, and disposable shoe covers.
  - A face mask with eye protection, or goggles.
- 4. Remove visible body fluid
  - Pour sand, or liquid spill absorbent material, on body fluid spill.
  - Use a disposable scoop, or equivalent, and disposable paper towels to remove the sand and body fluid from the affected surfaces.
  - Dispose of the sand, body fluid, disposable scoop, and paper towels in a plastic garbage bag.
  - Remove gloves. Dispose of gloves in a plastic garbage bag.
  - Wash hands.

- 5. Clean the affected area
  - Put on new disposable gloves. Consider double gloving.
  - Clean the affected area with soap and water, and paper towels and/or a disposable mop head. This includes surfaces that came into direct contact with body fluids, and surfaces that may have been contaminated with body fluids. **Before disinfection (Step #6), all surfaces should be thoroughly cleaned (i.e., not visibly soiled).**
  - Dispose of the paper towels and/or disposable mop head in a plastic garbage bag.
  - Remove gloves. Dispose of gloves in a plastic garbage bag.
  - Wash hands.
- 6. Disinfect the affected area
  - Put on new disposable gloves. Consider double gloving.

Non-absorbent Surfaces (i.e., tile, stainless steel)

- Prepare a chlorine bleach disinfecting solution.\*
  - » Wear all PPE, including the face mask with eye protection, or goggles. Ensure that area is well ventilated (mix solution outdoors if necessary).
  - » Prepare solution immediately before applying it to surfaces using unscented, household bleach (8.25% sodium hypochlorite concentration)\*\* and water. Once opened, household bleaches lose their effectiveness after 30 days. Use anew, unopened bottle of bleach every 30 days for preparing solutions.
  - » Mix 4 tablespoons of bleach with 1 gallon of water (solution concentration of about 1000 parts per million (ppm)) in a bucket designated for chemical use. It is recommended that 1 cup of bleach per 1 gallon of water be used on surfaces that have had direct contact with body fluids (5,000 ppm).
  - » Transfer solution to a labelled spray bottle.
- Using the spray bottle, generously apply the disinfecting solution to affected surfaces, including surfaces that came into direct contact with body fluids, and surfaces that may have been contaminated with body fluids.
  - » For incidents involving vomit, disinfect all areas and surfaces within 25 feet of the spill.
  - » Use in a well-ventilated area.
- Disinfect high touch areas (e.g., door handles, toilets, dispensers, carts, sink faucets, telephones, etc.) throughout the foodservice area, cafeteria dining areas, break rooms, and restrooms using disinfecting solution and paper towels.
- Leave the disinfecting solution on affected surfaces for a minimum of 5 minutes. If another EPA-approved disinfectant is used, follow the manufacturer's instructions.
- Rinse surfaces with clean water, and paper towels and/or a disposable mop head.
- Allow surfaces to air dry.
- Dispose of the paper towels and/or disposable mop head in a plastic garbage bag.
- Remove gloves. Dispose of gloves in a plastic garbage bag.
- Wash hands.

- \* EPA-approved disinfectants may be used instead of chlorine bleach solutions. EPA-approved disinfectants appropriate for vomit and diarrhea may be found atwww.epa.gov/pesticide-registration/list-g-epa-registered-hospital-disinfectants-effective-against-norovirus. CDC guidelines on norovirus outbreak management and disease prevention recommend using chlorine bleach solutions on hard surfaces when possible. EPA-approved disinfectants appropriate for blood may be found atwww.epa.gov/pesticide-registration/list-d-epas-registered-antimicrobial-products-effective-against-human-hiv-1.
- \*\* Household bleach products have previously been available in 5.25% and 6% sodium hypochlorite concentrations. Ensure you are using the correct solution depending on the concentration of bleach you have. Best practice is to use high strength chlorine test strips to ensure a chlorine concentration of 1,000 5,000 ppm. Check with your chemical supplier to obtain test strips.

#### Absorbent Surfaces (i.e., carpet, upholstery, cloth)

- Disinfect with a chemical disinfectant when possible.
- Steam clean for a minimum of 5 minutes at 170 °F.
- Launder in a mechanical washing machine on the hottest water setting, and dry in a mechanical dryer on a high heat setting.
- Dispose of disinfecting materials in a plastic garbage bag, as appropriate.
- Remove gloves. Dispose of gloves in a plastic garbage bag.
- Wash hands.
- 7. Discard potentially contaminated food.
  - Put on new disposable gloves. Consider double gloving.
  - Dispose of exposed food and food in containers that may have been contaminated by body fluid in a garbage bag.
    - » For incidents involving vomit, discard all food within 25 feet of the spill. Food in intact, sealed containers (i.e., cans) may be salvaged if adequately cleaned and disinfected.
    - » Have a second employee, one who is not directly contacting potentially contaminated food, inventory the discarded food in a *Damaged or Discarded Product Log*.
  - Remove gloves. Dispose of gloves in a plastic garbage bag.
  - Wash hands.
- 8. Dispose of PPE, and cleaning and disinfecting materials.
  - Put on new disposable gloves. Consider double gloving.
  - Securely tie garbage bags containing all materials disposed of in steps 4-7 of this SOP.
  - Place garbage bags in a second garbage bag (double bag).
  - Clean all non-disposable items (bucket, mop handle, etc.) with soap and water; then disinfect. Allow these items to air dry.
  - Remove PPE, including disposable gloves, and place in second garbage bag.
  - Securely tie the second garbage bag.
  - Discard the bag(s) in the disposal area identified by the child care director.
  - Remove soiled clothes, if necessary, and place clothes in a separate garbage bag. Securely tie the garbage bag. Keep clothes in the tied garbage bag until they can be adequately laundered.

- 9. Wash hands, arms and face with soap and water in a restroom sink or hand sink. Put on clean clothing, if necessary. Apply ethanol based hand sanitizer to hands.
- 10. Wash, rinse, and sanitize potentially contaminated food contact surfaces. Include food contact surfaces that were disinfected in step 6 of this SOP, and food contact surfaces that contained food discarded in step 7 of this SOP. Refer to the *Food Safety Sample SOP Cleaning and Sanitizing Food Contact Surfaces*.
- 11. Restock the contents of the Body Fluid Cleanup Kit.
- 12. Complete an incident report.

#### MONITORING

The child care director will:

- 1. Ensure that the Body Fluid Cleanup Kit is properly assembled at all times.
- 2. Ensure that at least one child care employee per shift is:
  - Designated and trained to implement this SOP, and
  - Trained in the use of the Body Fluid Cleanup Kit.
- 3. Ensure that child care employees are:
  - Educated on illnesses and symptoms that must be reported to directors.
  - Monitored for signs and symptoms of illness.

#### CORRECTIVE ACTION

The child care director will:

- 1. Restock the Body Fluid Cleanup Kit immediately. Replace expired/out-of-date supplies.
- 2. Retrain designated child care employees in application of this SOP, and use of the Body Fluid Cleanup Kit.
- 3. Retrain/educate child care employees in the child care's *Exclusions and Restrictions for III or Infected Child Care Employees*. Restrict or exclude ill child care employees in accordance with SOPs.

#### VERIFICATION AND RECORD KEEPING

The child care director will:

- 1. Verify that an incident report was completed. Keep incident report on file for a minimum of one year.
- 2. Verify that *Damaged or Discarded Product Log* was completed. Keep log on file for a minimum of one year.
- 3. Document training sessions for child care employees on applicable SOPs using an *Employee Food Safety Training Record*.

APPROVED BY:	DATE:	
REVIEWED BY:	DATE:	
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REVISED BY:	DATE:	

## USING A BODY FLUID CLEANUP KIT

## When should I use a Body Fluid Cleanup Kit?

All body fluids, including vomit, stool, and blood, should be treated as infectious material. If a child care employee or child has vomited or contaminated a surface with body fluid, cleaning by special procedures using a special disinfectant is required. Child care staff trained in the appropriate use of the Body Fluid Cleanup Kit should respond to an incident in the food preparation or service areas. Custodial staff should handle body fluid cleanup in other areas of the child care facility.

## A person has vomited in the kitchen. What should I do first?

When someone vomits, germs such as norovirus can spread by air and contaminate surfaces and food as far as 25 feet away. If a child or employee eats these foods or touches these surfaces and accidentally ingests the particles, they can become sick. The first step is to remove all individuals within a 25-foot radius from the area and ask them to immediately wash their hands. Potentially contaminated clothing should be removed, machine washed in hot water using the longest available cycle and dried on the hottest setting. Station an employee to block entry into the contaminated area. Also, it is important to stop all foodservice operations including preparing and serving food, and dispose of all uncovered exposed food within the 25-foot radius. In addition, discard intact and sealed containers or single-service items within the 25-foot radius if it is not practical to disinfect the surface.

## How do I use the Body Fluid Cleanup Kit?

The Body Fluid Cleanup Kit contains the correct supplies to protect you from illness and thoroughly disinfect an area contaminated by body fluids. Only child care employees trained in the appropriate use of the Body Fluid Cleanup Kit should respond.

#### 1. Use Personal Protective Equipment

Put on the PPE to protect your clothes and shoes from contamination, to protect your face from splashing and airborne particles, and to protect your hands from direct contact with body fluid.

- Put covers over your shoes.
- Pull the disposable gown over your clothes.
- Put on the facemask with face shield or goggles.
- Put on a pair of disposable, nonabsorbent, medical grade gloves.
  - » Consider double gloving (wearing two gloves on each hand). Replace gloves if they tear or become visibly soiled. Keep hands away from face while wearing gloves.

#### 2. Contain the waste

Cover the body fluid spill with disposable paper towels, and/or the sand, cat litter, or liquid spill absorbent material in the kit.

#### 3. Remove the waste

Remove the solid waste and absorbent material using additional paper towels, and a disposable scoop, small shovel, or dust pan. Use care to prevent splashing or contact with other surfaces. Put the contaminated material in the plastic garbage bag. Dispose of the gloves in the garbage bag, and thoroughly wash hands with soap and running water for 20 seconds before putting on clean gloves.





#### 4. Clean the area

Clean the area with disposable paper towels or mop, detergent, and water. This includes surfaces that came into direct contact with body fluids, and surfaces that may have been contaminated with body fluids. **Before disinfected, all surfaces should be thoroughly cleaned (i.e., not visibly soiled).** Dispose of the paper towels and mop head, if disposable, in the garbage bag. Remove and dispose of gloves into garbage bag. Wash hands and put on new gloves.

#### 5. Mix disinfectant

Mix a fresh container of disinfectant to the recommended concentration. Transfer solution to a labelled spray bottle.

The Environmental Protection Agency (EPA) keeps a list of registered disinfectants on its website. Follow manufacturer's directions for mixing and concentration:

- EPA-registered disinfectants effective against norovirus www.epa.gov/pesticide-registration/ list-g-epa-registered-hospital-disinfectants-effective-against-norovirus
- EPA-registered disinfectants effective against blood borne pathogens www.epa.gov/ pesticide-registration/list-d-epas-registered-antimicrobial-products-effective-against-human-hiv-1

Chlorine bleach (8.25% sodium hypochlorite concentration) can also be used. Use a new, unopened bottle of bleach every 30 days for preparing solutions. Prepare a concentration of 1,000-5,000 parts per million (PPM):

- 4 tablespoons of bleach with 1 gallon of water (solution concentration of about 1000 parts per million (ppm)) can be used on surfaces without direct contact with the body fluid spill
- 1 cup of bleach per 1 gallon of water (5,000 ppm) to be used on surfaces that have had direct contact with body fluids
- Check with your chemical supplier to obtain test strips to ensure the concentrations are correct.

#### 6. Disinfect the area

Using a spray bottle, saturate the cleaned area with disinfectant and surrounding 25-foot radius area, including food contact surfaces. Follow the manufacturer's directions for concentration and contact time. If a 5000 ppm bleach solution is used for disinfecting, apply for a contact time of 5 minutes. Make sure the area is well ventilated.

#### 7. Rinse the area

Rinse surfaces with clean water, and paper towels and/or a disposable mop head. Allow surfaces to air dry. Dispose of the paper towels and/or disposable mop head in a plastic garbage bag. Remove gloves. Dispose of gloves in a plastic garbage bag, wash your hands, and put on new gloves.

#### 8. Discard potentially contaminated food

Dispose of exposed food and food in containers that may have been contaminated by bodily fluid in a garage bag, and within a 25 foot radius. Dispose of gloves in a plastic garbage bag, wash your hands, and put on new gloves. Securely tie the garbage bag containing the waste, and place into a second garbage bag.

#### 9. Clean tools, remove PPE, and dispose of waste.

Clean and disinfect any tools, designated non-disposable mop heads, or other non-disposable items used in the cleanup. Remove PPE including gloves, and place into a second garbage bag. Use the twist tie to seal the garbage bag. Take the bag to the disposal area specified by your child care director.

#### 10. Wash up

If necessary, remove and bag soiled clothing. These items should be machine washed in hot water using the longest available cycle and dried on the hottest setting. Wash hands, exposed arms, and face with germicidal soap. Apply hand sanitizer to hands. Put on fresh clothing, if necessary. Wash, rinse, and sanitize all food contact surfaces.

#### When to resume foodservice operations?

For surfaces treated with disinfectant within the 25-foot radius, first it is necessary to use a clear water rinse. Next, wash, rinse, and sanitize all food contact surfaces using an approved sanitizer safe for food contact surfaces. After the surfaces have air dried, normal operations can resume.

Additionally, clean and disinfect high touch areas outside of the 25-foot zone, e.g. handles on doors, equipment, dispensers, carts and sinks, telephones, and common areas including dining areas, breakrooms, and restrooms, as a preventive measure.

Make sure to restock the contents of the Body Fluid Cleanup kit and store it for the next use. Complete an incident report.

After a cleanup event, all employees should be alert for the signs and symptoms of norovirus and be reminded to report foodborne illness symptoms to their manager, including vomiting or diarrhea.



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