

EMPLOYEE REPORTING AGREEMENT

The responsibility of the person in charge is to prevent the spread of foodborne illnesses by:

- Teaching employees the importance of not working when ill.
- Excluding the employee from working in the food establishment based on the sudden onset of vomiting or diarrhea or a diagnosed foodborne illness.
- Restricting an employee's duties based on symptoms of foodborne illness.

The responsibility of the food employee is to report to the person in charge:

- Foodborne illness symptoms:
 - Diarrhea
 - Fever
 - Vomiting
 - Jaundice (yellowing of the skin and eyes)
 - Sore throat with fever
- Lesions containing pus on the hand, wrist or an exposed portion of the arms or other body parts.
- Diagnosed illnesses:
 - *E. coli O157:H7*
 - *Campylobacter*
 - Hepatitis A
 - *Cryptosporidium*
 - *Shigella*
 - *Giardia*
 - *Salmonella*
 - *Staphylococcus*
 - *Listeria*
 - Other food or waterborne illness

Use the Work Status for Ill Employees fact sheet for specific exclusion and restriction details, or contact the Madison Department of Public Health at 608-294-5335 for more information.

I have read (or had explained to me) and understand the requirements concerning my responsibilities under the Food Code and this agreement to comply with:

1. Reporting the symptoms or diagnosis of a foodborne illness to the person in charge.
2. Exclusions or restrictions that may be imposed upon me.

Employee Name (please print) _____

Employee Signature _____

Date _____

Person in Charge Signature _____

Date _____