

## Communicating Norovirus Prevention Methods

### Standard Operating Procedure:

**PURPOSE:** To reinforce methods of preventing norovirus by communicating with staff.

#### **PROCEDURES:**

1. The foodservice manager will develop a schedule and provide training on norovirus prevention for foodservice employees.
  - a. Foodservice employee communication will reinforce
    - i. Norovirus symptoms
    - ii. How norovirus is spread
    - iii. Handwashing and personal hygiene procedures
    - iv. No bare hand contact policies
    - v. Required reporting of symptoms and illnesses
    - vi. Employee exclusion and restriction policies
    - vii. Why and how to use the Body Fluid Cleanup Kit

#### **Monitoring:**

1. The foodservice manager will document foodservice employee training.
2. The designated foodservice employee will monitor to ensure that all foodservice employees are adhering to policies related to this SOP during all hours of operation.

#### **Corrective Action:**

1. Retrain any foodservice employee found not following procedures related to this SOP.

#### **Verification and Record Keeping:**

Employee training records will be kept on file for a minimum of one (1) year plus the current year.

**DATE APPROVED:** \_\_\_\_\_ **BY:** \_\_\_\_\_

**DATE REVIEWED:** \_\_\_\_\_ **BY:** \_\_\_\_\_

**DATE REVISED:** \_\_\_\_\_ **BY:** \_\_\_\_\_

