

GEORGIA DEPARTMENT OF CORRECTIONS



Standard Operating Procedures

Policy Name: Food Service Workers

Policy Number: 507.04.72

Effective Date: 02/02/2022

Page Number: 1 of 3

Authority:
Commissioner

Originating Division:
Health Services Division
(Physical Health)

Access Listing:
Level II: Required Offender
Access

I. Introduction and Summary:

All food service workers will be monitored for hygiene practices and health conditions, which may transmit infections through food handling. This policy is applicable to all facilities that house Georgia Department of Corrections (GDC) offenders to include Private and County Prisons.

II. Authority:

- A. Ga. Comp. R. & Regs. 125-4-3-.06, 125-4-4-.08, and 125-3-5;
- B. GDC Standard Operating Procedures (SOPs): 409.04.03 Food Preparation, 409.04.10 Sanitation, 409.04.13 Offender Workers, 507.04.70 Infection Control Program, and 507.04.71 Environmental Health and Safety;
- C. NCCHC 2018 Adult Standard: P-B-04; and
- D. ACA Standard: 5-ACI-5C-11.

III. Definitions:

Physician - M.D. or D.O.

IV. Statement of Policy and Applicable Procedures:

- A. Assignment of Offenders as Food Service Workers:
 - 1. An initial medical screening of an offender for any signs/symptoms to work in the program based on job risk factors and patient conditions is conducted prior to enrollment in the program.
 - 2. Ongoing medical screening for work programs is conducted in a way that afford the same health protections as medical screening of employee workers in equivalent jobs.

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3. Offenders will not be excluded from food service assignment on the basis of history of a communicable disease that is not transmitted through food handling (e.g., Hepatitis B, HIV infection, positive PPD/TB Skin Test or positive RPR).

B. Monitoring Food Service Workers:

1. The Food Service Director or designee will monitor GDC food service workers and offenders on a daily basis to ensure that:
 - a. Food service workers bathe daily prior to their shift and thoroughly wash their hands and exposed portion of their arms with soap and water before starting work, during work as often as is necessary to keep them clean, and immediately after using tobacco products, eating, drinking, using the toilet, or being potentially contaminated by other means.
 - b. Food Service Workers keep their fingernails clean and trimmed.
 - c. Approved measures are taken to prevent perspiration from contaminating food, food contact surfaces, equipment, and utensils.
 - d. The outer layer of all food service workers clothes will be clean.
 - e. Food service workers preparing, handling, and serving food use washable or disposable nets, caps, or other hair restraints.
 - f. Food service workers consume food only in approved designated areas separate from preparation and serving areas.
2. The Food Service Director or designee on duty each shift will inspect all food service workers and refer to the Responsible Health Authority or designee offenders who complain of symptoms or show signs of an infection that may be transmitted through food. Such symptoms and signs include (but are not

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limited to) fever, diarrhea, pustular acne, and infected cuts or boils on the hands, arms, face, or neck.

3. Offenders, who present a history of chronic infection with shigella or salmonella organisms or are suspected or known to have an active infection with hepatitis A (not just a history of it), will be excluded from their food service assignment until cleared by a Physician, Physician Assistant or Nurse Practitioner.
4. Offenders who demonstrate poor hygiene practices for any reason may be excluded from food service assignments at the discretion of a Physician, Physician Assistant, Nurse Practitioner, or the Food Service Director.
5. Facility staff food service employees with symptoms suggesting communicable illness transmissible through food and/or utensils will be referred to their personal Physician. Clearance from their personal Physician will be required before returning to work.

V. **Attachments:** None.

VI. **Record Retention of Forms Relevant to this Policy:** None.