



Sick food workers cause about one in five bacterial and viral foodborne outbreaks in the United States. To reduce risk, food workers must work only when healthy, wash hands at key times, and not touch foods with bare hands. Food establishments interested in having workers prepare food with bare hands must create and follow an **approved written plan** that increases employee health and handwashing safety controls. The written plan must include strict monitoring of employee health, training, and handwashing.

**Note:** Use this document to help your establishment maintain AMC. Be sure to work with your [local health jurisdiction](#) for any additional information or approvals as needed.

Section 1: Food Establishment Information			
<b>Establishment Name</b>		<b>Phone</b>	
<b>Street (Physical Address)</b>		<b>City</b>	<b>ZIP</b>
<b>Contact Name</b>		<b>Title / Position</b>	
<b>Section 2: Bare Hand Contact in Selected Areas (check all that apply)</b>			
<input type="checkbox"/>	Bar area with beverage preparation only. (Floorplan not required if handwashing sink in area.)	<input type="checkbox"/>	Kitchen food preparation
<input type="checkbox"/>	Catered meals/offsite service	<input type="checkbox"/>	Other:
<input type="checkbox"/>	Waitstaff (front of house or expo) area	<input type="checkbox"/>	Other:
Section 3: Application Submission Checklist			
<input checked="" type="checkbox"/>	<b>The following must be included in your application.</b> See WAC 246-215-03300(5) for more information.		
<input type="checkbox"/>	<b>Establishment Layout/Floorplan:</b> <input type="checkbox"/> All available handwashing sinks identified <input type="checkbox"/> Areas where employees may have bare hand contact with ready-to-eat foods highlighted <b>Note:</b> Bare hand contact will <i>not</i> be approved in areas without easily accessible, unobstructed handwashing sinks or in areas with direct hand contact with raw meat. Bare hand contact is also <i>not</i> approved for facilities serving a highly susceptible population.		
<input type="checkbox"/>	<b>Employee Health Policy:</b> A written employee health, hygiene, and illness policy that details: <input type="checkbox"/> Employee training on the foodborne illnesses linked to handling foods with bare hands <input type="checkbox"/> The symptoms and illnesses that must be reported to the person in charge <input type="checkbox"/> Proper handwashing times and procedures <input type="checkbox"/> Control measures in addition to routine handwashing and illness/symptom reporting <input type="checkbox"/> Documentation that employees and persons in charge know the requirements for reporting illness information <input type="checkbox"/> Documentation maintained for training and corrective actions taken		
<input type="checkbox"/>	<b>Employee Training:</b> Employees must be trained before beginning bare hand contact with ready-to-eat food and repeat training annually. Submit materials or procedures used to train employees on the following: <input type="checkbox"/> <b>Employee health:</b> Employees must be trained on the symptoms and illnesses to report to the person in charge. <input type="checkbox"/> <b>The risk of touching food with bare hands:</b> Employees must be trained on the risk of germs that can spread to food with bare hands and the importance of handwashing and reporting illness or symptoms. <input type="checkbox"/> <b>Proper handwashing and good hygienic practices:</b> Employees must be trained on handwashing procedures and control measures required for bare hand contact. <input type="checkbox"/> <b>Proper fingernail maintenance and prohibition of jewelry:</b> Employees must keep fingernails unpolished and cut short. No jewelry, including rings (other than a single, plain band), may be worn on the hands or wrist.		
<input type="checkbox"/>	<b>Additional Control Measures:</b> Food establishments must use two or more additional control measures. Required control: <ul style="list-style-type: none"> <li>Written employee illness log (indicating all reported vomiting, diarrhea, jaundice, diagnosed foodborne illness or exposure incidents with corrective actions recorded) maintained for 90 days</li> </ul> Select at least one additional control that will be used in the establishment: <ul style="list-style-type: none"> <li><input type="checkbox"/> Double handwashing</li> <li><input type="checkbox"/> Nail brushes</li> <li><input type="checkbox"/> Hand antiseptic after handwashing</li> <li><input type="checkbox"/> Other: _____</li> </ul>		



# Toolkit: Bare Hand Contact with Ready-to-Eat Foods

<input type="checkbox"/>	<p><b>Corrective Actions:</b> Food establishments must maintain a log of corrective actions taken when the food establishment's written bare hand contact policy is not properly followed.</p> <p>Examples of situations to record include:</p> <ul style="list-style-type: none"> <li>• Improper handwashing procedure observed</li> <li>• Bare hand contact in non-approved area</li> <li>• Handwashing sinks blocked, not stocked, or otherwise unusable</li> <li>• Employee unaware of proper illness reporting</li> <li>• Ill worker prepared food</li> <li>• Other: _____</li> </ul>
<input type="checkbox"/>	<p><b>PIC Acknowledgement:</b> Each person in charge must acknowledge they will follow the following basic requirements.</p> <ul style="list-style-type: none"> <li>• Immediately report diagnosed foodborne illnesses and jaundice to the health department</li> <li>• Exclude employees with active vomiting, diarrhea, jaundice or diagnosed foodborne illnesses</li> <li>• Reinstate workers excluded due to diagnosed illness or jaundice only after approval from health department</li> <li>• Immediately report potential foodborne illness reports from customers or incidents to the health department</li> </ul>
<input type="checkbox"/>	<p><b>Examples of Records/Charts:</b> Provide any additional examples of records / logs that will be used to document food employees are following proper procedures to reduce employee-linked foodborne illness to customers.</p>

## Section 4: Employee Training

**Employee Training:** Employees must be properly trained to prevent illness spreading through food. You must be able to show that employees have been trained on the information included in this document. Proof includes materials such as documents signed by staff and posting the training materials in staff areas.

<input type="checkbox"/>	<p>How are employees trained?</p> <p><input type="checkbox"/> Signs      <input type="checkbox"/> Video      <input type="checkbox"/> Read &amp; Sign Document      <input type="checkbox"/> Other: _____</p>
<input type="checkbox"/>	<p>How often are employees trained?</p> <p><input type="checkbox"/> Once      <input type="checkbox"/> Quarterly      <input type="checkbox"/> Annually      <input type="checkbox"/> Other: _____</p>

**Worker Assignments:** All food workers must be trained on employee health requirements.

<input type="checkbox"/>	<p>Who is supposed to train staff on employee health? (Check all that apply.)</p> <p><input type="checkbox"/> Owner      <input type="checkbox"/> Certified Food Protection Manager      <input type="checkbox"/> Person in Charge      <input type="checkbox"/> Other: _____</p>
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## Section 5: Additional Facility-Specific Information

Submit additional materials as needed.

## Section 6: Plan Maintenance

Where is the plan kept in the food establishment? \_\_\_\_\_

How often is the plan reviewed and updated?  Annually  Other: \_\_\_\_\_

## Section 7: Signature

I understand there is an increased public health hazard with food workers handling ready-to-eat food with bare hands due to the potential transfer of viral, bacterial, and parasitic pathogens from hands.

I understand that failure to comply with this plan, having a foodborne illness outbreak linked to bare hand contact with ready-to-eat food, and/or falsification of monitoring records is a violation of the Washington State Retail Food Code and may result in removal of the approval to have bare hand contact with ready-to-eat foods or other enforcement action.

Plan prepared by:

Signature	Date	Printed Name	Phone