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.

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

**Note**: Use this document to help your establishment maintain AMC. Be sure to work with your [local health jurisdiction](https://doh.wa.gov/community-and-environment/food/local-food-safety-contacts) for any additional information or approvals as needed.

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| **Section 1: Food Establishment Information** |
| **Establishment Name**      | **Phone**      |
| **Street (Physical Address)**      | **City**      | **ZIP**      | **Email**      |
| **Contact Name**      | **Title / Position**      |
| **Section 2: Bare Hand Contact in Selected Areas** (check all that apply) |
| [ ]  | Bar area with beverage preparation only. (Floorplan not required if handwashing sink in area.) | [ ]  | Kitchen food preparation |
| [ ]  | Catered meals/offsite service | [ ]  | Other:  |
| [ ]  | Waitstaff (front of house or expo) area | [ ]  | Other:  |
| **Section 3: Application Submission Checklist** |
| **ü** | **The following must be included in your application**. See WAC 246-215-03300(5) for more information. |
| [ ]  | **Establishment Layout/Floorplan**:[ ]  All available handwashing sinks identified[ ]  Areas where employees may have bare hand contact with ready-to-eat foods highlighted**Note**: Bare hand contact will *not* 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 *not* approved for facilities serving a highly susceptible population. |
| [ ]  | **Employee Health Policy**: A written employee health, hygiene, and illness policy that details:[ ]  Employee training on the foodborne illnesses linked to handling foods with bare hands[ ]  The symptoms and illnesses that must be reported to the person in charge[ ]  Proper handwashing times and procedures[ ]  Control measures in addition to routine handwashing and illness/symptom reporting[ ]  Documentation that employees and persons in charge know the requirements for reporting illness information[ ]  Documentation maintained for training and corrective actions taken |
| [ ]  | **Employee Training**: 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:[ ]  **Employee health**: Employees must be trained on the symptoms and illnesses to report to the person in charge.[ ]  **The risk of touching food with bare hands**: 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.[ ]  **Proper handwashing and good hygienic practices**: Employees must be trained on handwashing procedures and control measures required for bare hand contact.[ ]  **Proper fingernail maintenance and prohibition of jewelry**: 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. |
| [ ]  | **Additional Control Measures**: Food establishments must use two or more additional control measures.Required control:* Written employee illness log (indicating all reported vomiting, diarrhea, jaundice, diagnosed foodborne illness or exposure incidents with corrective actions recorded) maintained for 90 days

Select at least one additional control that will be used in the establishment:[ ]  Double handwashing[ ]  Nail brushes[ ]  Hand antiseptic after handwashing[ ]  Other:       |



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

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| [ ]  | **Corrective Actions**: Food establishments must maintain a log of corrective actions taken when the food establishment’s written bare hand contact policy is not properly followed.Examples of situations to record include:* Improper handwashing procedure observed
* Bare hand contact in non-approved area
* Handwashing sinks blocked, not stocked, or otherwise unusable
* Employee unaware of proper illness reporting
* Ill worker prepared food
* Other:
 |
| [ ]  | **PIC Acknowledgement:** Each person in charge must acknowledge they will follow the following basic requirements.* Immediately report diagnosed foodborne illnesses and jaundice to the health department
* Exclude employees with active vomiting, diarrhea, jaundice or diagnosed foodborne illnesses
* Reinstate workers excluded due to diagnosed illness or jaundice only after approval from health department
* Immediately report potential foodborne illness reports from customers or incidents to the health department
 |
| [ ]  | **Examples of Records/Charts**: 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. |
| **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. |
| [ ]  | How are employees trained?[ ]  Signs [ ]  Video [ ]  Read & Sign Document [ ]  Other:       |
| [ ]  | How often are employees trained?[ ]  Once [ ]  Quarterly [ ]  Annually [ ]  Other:       |
| **Worker Assignments**: All food workers must be trained on employee health requirements. |
| [ ]  | Who is supposed to train staff on employee health? (Check all that apply.)[ ]  Owner [ ]  Certified Food Protection Manager [ ]  Person in Charge [ ]  Other:       |
| **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 |
|  |  |

To request this document in another format, call 1-800-515-0127. Deaf or hard of hearing customers, please call 711 (Washington Relay)
or email civil.rights@doh.wa.gov.