

Area Agency on Aging District 7, Inc.
MEAL SERVICE PROGRAMS
Policy and Procedures

Policy Name: Food-Borne Illness Reporting

Created: 03/20/2015

Policy #: MSP-021

Revised:

Reference: Rule 173-4-04 (8), Rule 173-4-04.1 (9)

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Policy: Meal providers will promptly notify appropriate agencies with all food-borne illness complaints.

Procedures:

- 1) The local health department will be notified immediately when any person complains of a food-borne illness.
- 2) AAA7 will be notified within two (2) days when a food-borne illness complaint is received.
- 3) Provider will ensure AAA7 is kept apprised of the situation and will notify AAA7 when resolution of the complaint/situation has occurred.