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SUBSTANTIVE POLICY STATEMENT
SPS-EH-2012-002

A substantive policy statement (SPS) is advisory only. In accordance with A.R.S. §11-1601, SPS's do not include internal procedural documents that only affect internal procedures of the Maricopa Environmental Services Department and do not impose additional requirements or penalties on regulated parties or confidential information.

1. SPS Subject:

To clarify use of exemptions of the Maricopa County Environmental Health Code (MCEHC) for use in food service establishments.

2. Statutory Overview:

- A. Maricopa County Environmental Health Code
- B. DPPN: 10-11-36, Legal Enforcement of the MCEHC
- C. A.R.S. Title 11 Chapter 11

3. SPS:

Bare Hand Contact (BHC) Exemption:

All BHC exemptions require the prior approval by the Division Manager. Procedures for the verification and validation of a BHC Exemption are:

- A. The establishment must keep a record of their approved BHC exemption onsite. This record must be readily available for inspection by the Environmental Health Specialist.
- B. The BHC exemption procedures will be loaded into Accela Automation under the variance window and a copy of the approved procedure will be given to the district inspector.
- C. The inspector must first review the approved policy by examining compliance of the exemption requirements:
 - 1) A written employee illness policy that documents when an employee is ill and when an employee must report their illness to their employer.
 - 2) The investigating officials must verify use of hand washing logs, hand washing training materials, hand-washing policies and employee illness logs including knowledge of the "Big Five Pathogens" and the signs and symptoms for food borne illness.

3) If any violations of this policy are noted during an inspection, the violation shall be noted on the inspection report.

4. **SPS Effective Date:**

July 1, 2012

5. **SPS New Document/Revision Statement:**

SPS-EH-2012-002 is a new SPS.

6. **Contact Us:**

For questions or comments regarding this SPS or to obtain a copy of this document, please contact the Department Records Custodian at the address and/or phone number above.