

Hazard/Threat Worksheet

- Illness Outbreaks
- Food Safety

Hazard/Threat Worksheet	
Use this worksheet to assess the risk level of an illness outbreak at your childcare site, and to identify steps you can take to minimize your risk and prepare your site.	
Hazard/Threat: Illness Outbreaks	
Identify Hazard/Threat Risk Level (circle one):	None, Low, Moderate, or High
Steps to reduce my risk:	Comments
<ul style="list-style-type: none"> ▪ Avoid close contact with people who are sick. Advise staff to stay home when they are sick and ask parents to keep sick children home. ▪ Cover your mouth and nose with a tissue when coughing or sneezing. ▪ Clean your hands often. ▪ Avoid touching your eyes, nose, and mouth. ▪ Practice good health habits: Get plenty of sleep, be physically active, manage your stress, drink plenty of fluids, get your flu shot, and eat nutritious foods. ▪ Require proper immunization of children in your care. ▪ Have disinfectant/cleaning processes for bathrooms (including changing tables and children's potties), food preparation areas (including dishes, high chairs, and utensils), toys, beds, and bedding. ▪ Establish a policy for handling sick children: exclusion, dismissal, and care. ▪ Clean/sanitize hands between handling of children. ▪ _____ 	

<ul style="list-style-type: none"> ■ _____ ■ _____ 	
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Hazard/Threat Worksheet

Use this worksheet to assess the risk level of food safety hazards or threats at your childcare site, and to identify steps you can take to minimize your risk and prepare your site.

Hazard/Threat: Food Safety

Identify Hazard/Threat Risk Level (circle one): **None, Low, Moderate, or High**

Steps to reduce my risk:	Comments
<ul style="list-style-type: none"> ■ If you prepare food at your site, follow food safety procedures: clean, separate, cook, and chill. ■ Know how to properly store foods – including breast milk, formula, and baby food. ■ Know foods not to serve due to child choking hazards. ■ Inform everyone about children’s food allergies, specifics on the allergies, and how to respond to an allergic reaction. ■ Know when to save and when to throw out food after power outages. ■ _____ ■ _____ ■ _____ 	