

Novel Coronavirus (COVID-19)

Los Angeles County Department of Public Health Guidance for Charitable Feeding Operations

The Los Angeles County Department of Public Health (Public Health) is asking for your assistance to slow the spread of the novel (new) coronavirus in Los Angeles County. The recommendations below can help to ensure that both staff and clients remain healthy.

Ill Volunteers and Employees

- Sick employees are advised to stay home and not return to work until at least 3 days (72 hours) after recovery, which means fever has resolved without the use of fever-reducing medications and there is improvement in respiratory symptoms (e.g., cough, shortness of breath), AND at least 7 days have passed since symptoms first appeared.
- Volunteers and employees who appear to be ill upon arrival to work or become sick during the day should be sent home immediately.

Clients Who Show Signs of Illness

- Advise sick clients to stay home and ask a friend or neighbor to pick up their groceries.
- Have signs posted in visible locations asking clients to remain home if they are sick, even with mild illness. <http://publichealth.lacounty.gov/media/coronavirus/StayHome.pdf>
- Provide clients with additional napkins or tissues to use when they cough or sneeze.
- Ensure that bathrooms are fully stocked with soap, single-use towels/hand dryers and no-touch trash receptacles.
- Recommend providing alcohol-based hand sanitizer with at least 60% alcohol for clients.
- Instruct volunteers and employees that prepare and serve food to keep a 6-foot distance between themselves and clients who appear ill as much as possible.

Handwashing Instructions

- Wash hands and arms with soap and warm water for at least 20 seconds before:
 - Eating or drinking
 - Preparing food
 - Putting on gloves
 - After engaging in other activities that contaminate the hands
- [Post handwashing signs](#) as visual reminders.
- Recommend using gloves appropriately as an additional tool, but it is important to remember that gloves do not replace the need to wash hands and practice good hand hygiene.

Accepting Donated Food

- From Individuals and Private Households
 - Only accept uncooked, pre-packaged food products from individuals and private households (such as canned food items, boxed cereals, etc.).
- From Food Facilities
 - You may accept whole produce, prepared food, prepackaged food, and expired prepackaged food (except expired infant formula and baby food) from permitted food facilities such as restaurants, hotels, grocers, food processing facilities, food distributors, and caterers.
 - Donated foods that require temperature control must always remain at 41°F or below for cold foods or 135°F or above for hot foods, prior to transportation.

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- Ask the donor to provide the temperature of the food and the time the temperature was taken prior to delivery to the agency.
 - Upon receipt of the food, the person in charge at the receiving agency should check the temperature of the food and note the time that the food was received.
 - If the donor or food recovery organization delivers donated food via refrigerated transport, foods should be held below 41°F while in transport to the agency.
 - If the donor or food recovery organization did not deliver via refrigerated transport, the food items should be labeled “Process Immediately” and must not be out of temperature controls for more than 2 hours.
- Do not accept expired infant formula and expired baby food.

Food Service/Food Selection

- If your agency is a client choice model consider changing to a pre-bag model. Bags can be passed out quickly and fewer people touch the food items.
- If your agency decides to remain a client choice model pantry then require your clients to wash their hands and wear gloves before selecting their food products.
- Extend hours or open an additional day so clients are able to practice social distancing in the space or in the line.
- Limit the number of people in the food pantry space. If your pantry is held indoors consider moving the distribution outdoors contingent on weather conditions.
- Where possible, have servers with gloves serving food at buffets.
- Offer hand sanitizer/handwipes to clients when entering serving lines.
- Wipe surface spills regularly.
- Replace serving utensils frequently.

General Cleaning

- Have a volunteer or staff person responsible for cleaning and disinfecting tables, counters, carts, doorknobs, pens, phones, computers stations and other “high-touch” surfaces regularly throughout the day.
- Use an Environmental Protection Agency (EPA)-registered product that cleans (removes germs) and disinfects (kills germs). Always follow the instructions on the labels of cleaning products and disinfectants.

Effective Disinfectants

- To make a bleach solution, mix 4 teaspoons of bleach to 1 quart (4 cups) of water. For a larger supply, add 1/3 cup of bleach to 1 gallon (16 cups) of water. Use the solution within 20 minutes.
- Other EPA-approved disinfectants may be used if they are effective against Coronaviruses. Consumers may contact the “1-800” number on product labels for its effectiveness against “COVID-19”.

Proper Handling of Disinfectants, Items and Waste

- Use chemicals in a well-ventilated area
- Avoid mixing incompatible chemicals (read label)
- Prevent chemical contact with food during cleaning
- Manage waste safely and dispose in a secure trash container

For more information, please contact Consultative Services at (888) 700-9995. For more information on COVID-19, visit: <http://publichealth.lacounty.gov>.