



HIGHLAND PARK FIRE DEPARTMENT
POLICY MANUAL
POLICY #29



NOTIFICATION OF THE HEALTH DEPARTMENT	EFFECTIVE	01/DEC/2004
	REVISED	28/OCTOBER/2020

1.0 Purpose

- 1.1 The purpose of this Policy is to establish a procedure for notifying the Lake County Health Department and the Fire Chief or designee when there is a fire at a food service establishment.

2.0 Responsibility

- 2.1 It is the responsibility of all personnel to know and understand all aspects of this Policy.

3.0 Policy

- 3.1 In the event there is a fire or a fire extinguishing agent release at a food service establishment in the food preparation area, the Incident Commander will notify Dispatch to contact the Lake County Health Department, the Fire Chief, Community Development, and the Police Department. The Fire Department has the authority to close the occupancy until the scene is turned over to the Lake County Health Department.
- 3.2 The Health Department can be contacted 24 hours per day at these numbers:
- 3.2.1 Waukegan Office: 847-360 - 6740
 - 3.2.2 Lake Villa Office: 847-356 - 6222
 - 3.2.3 Wauconda Office: 847-526 - 1125
- 3.3 During regular business hours, a sanitarian will be dispatched to meet a Fire Department representative at the scene. During non-business hours, the call will be taken by voice mail, instructions will be given to notify the on-call sanitarian and the sanitarian will respond to the site. It will be up to the discretion of the Fire Department as to whether fire personnel will remain on the scene to meet with the sanitarian.
- 3.4 The Fire Chief or designee, Community Development, and the Police Department can be contacted through normal notification procedures.
- 3.5 The purpose of these notifications is to verify the discarding of contaminated foods and the cleanup and sanitizing of equipment before the facility re-opens for business.

4.0 Reference

- 4.1 Highland Park Fire Department
- 4.2 Lake County Health Department

Approved:  Fire Chief