

VIRAL PANDEMIC PLAN

STANDARD NO(S):

DATE: April 8, 2020

REVIEWED: 4/8/2020

REFER TO: D. Borland

I. **OBJECTIVE:**

To provide a safe and effective way of dealing with a Pandemic virus thorough the best practices known to the Seneca County Health Department and the medical professionals there in

- II. **POLICY:** It shall be the policy of the Seneca County Sheriff's Office to provide a safe and effective way to educate, treat, and alter needed services to protect the members and inmates of the Seneca County Correctional Facility and the Road Patrol Officers who work there in. This is a comprehensive policy; this one specifically deals with COVID-19. Other pandemics such as FLU, H1N1, SARS, are all under the broad Viral Pandemic Plan, however each one has its own policy with specific guidelines and warnings.

III. **DETAILS for COVID 19:**

- A. What is Coronavirus Disease 2019 (COVID-19)?

Coronavirus Disease 2019 (COVID-19) is a respiratory illness that can spread from person-to-person. The virus that causes COVID-19 is a Novel Coronavirus that was first identified during an investigation into an outbreak in Wuhan, China and is now causing an International Pandemic.

- B. How is the virus causing COVID-19 transmitted?

The virus is thought to spread mainly between people who are in close contact with one another (within approximately 6 feet) through respiratory droplets produced when an infected person coughs or sneezes. It also may be possible that a person can get COVID-19 by touching a surface or object that has the virus on it and then touching their own mouth, nose, or possibly their eyes.

- C. What are the symptoms of COVID-19?

Patients with COVID-19 have had mild to severe respiratory illness with symptoms of:

- Fever
- Cough
- Shortness of breath

*Complications of COVID-19 can include pneumonia, multi-organ failure, and in some cases death.

Fundamental Elements to Prevent Covid-19 Transmission

A. Education of staff

1. Leadership meets regularly to review the current status of COVID-19, review Updated guidance from the Centers for Disease Control and Prevention (CDC) & VitalCore, and flexibly respond to changes in current conditions.
2. Communication messages for employees include...
 - a) The importance of staying home if signs and symptoms of fever, cough, or shortness of breath or if known exposure to COVID-19.
 - b) Reminders about good health habits to protect themselves, emphasizing hand hygiene and respiratory precautions
 - c) Training in how to properly put on and take off PPE
3. Key communication messages to incarcerated persons:
 - a) The importance of reporting fever and/or cough or shortness of breath (and reporting if another incarcerated person is coughing in order to protect themselves) by telling the Housing Unit Officer
 - b) Reminders about good health habits to protect themselves emphasizing hand hygiene and respiratory precautions / hygiene
4. Promote good health habits among employees and incarcerated individuals
 - a) avoid close contact with persons who are sick
 - b) avoid touching eyes , nose and mouth
 - c) wash hands often with soap and water for at least 20 seconds
 - d) cover sneeze or cough with a tissue (or into a sleeve) then throw tissue away
 - e) stop handshakes

B. Take Steps to Minimize Potential Exposures

1. Institute social distancing (minimize group activities)
 - a) minimize inmate movement
 - b) provide virtual visits including lawyers visits if possible
 - c) temporarily suspend group visits
 - 1) if group visits (rec, church) are required inmates will be separated a minimum 6 feet apart. small group sizes- no more than 10 total persons in the room (instructor, CO, inmates)
 - 2) no contact between civilians and inmates (handshake, hugs etc)
 - 3) In cases of GED disinfect tables between each inmate contact
 - d) Suspending visitation will be done in the interest of incarcerated/detained persons' physical health and the health of the general public. However, visitation is important to maintain mental health. If visitation is suspended, SCCF will explore alternative ways for incarcerated/detained persons to communicate with their families, friends, and other visitors in a way that is not financially burdens them (ie phone calls from Booking, free tablet time supplied by jail)

2. Employee surveillance
 - a) stay home if sick
 - b) in cases of sustained community transmission of COVID-19, employees may be asked to have their temperature taken with an approved thermometer
 - c) temperatures may be obtained by non-health care personnel
 - d) employees who have a temperature of 100.2 or above should be sent home
 - e) If staff develop a fever, cough, or shortness of breath while at work: immediately put on a face mask, inform supervisor, leave the facility, and follow up with PCP
 - f) If staff test positive for COVID-19
 1. Inform workplace and personal contacts immediately, and do not return to work until a decision to discontinue home medical isolation precautions are made.
 2. Essential Civilians: any civilian permitted to enter the jail will be screened for exposure risks (travel, known contact with COVID19 + person, respiratory symptoms and temperature)
3. General Population Transports
 - a) Medically necessary medical appointments will be kept unless MD's office cancels
 - b) court visits will continue as directed by courts
 - c) If a transfer is absolutely necessary
 - 1) Officer will perform verbal screening and a temperature check before the inmate leaves the facility.
 - a) If an individual does not clear the screening process, delay the transfer and follow the policy for a potential positive inmate this includes
 - 1) Immediate isolation of inmate
 - 2) putting a face mask on the individual
 - 3) notify the facility nurse for potential of evaluating them for COVID-19 testing.
 - 4) If the transfer must still occur, ensure that the receiving facility has capacity to properly isolate the individual upon arrival. Ensure that staff transporting the individual wear recommended PPE and that the transport vehicle is cleaned thoroughly after transport. (see guidance within protocol)
 - 2) all inmates returning to the facility will have their temperature checked in the vehicle sallyport; if temperature > 100.2 isolate and notify facility nurse.
 - a) **Screening includes:** Travel, known contact with COVID-19 + person, respiratory symptoms, fever (refer to screening form)
 - b) A temperature will be obtained. A fever is any temperature above 100.2

c) If inmate answers yes to any of the questions and they have a recent exposure. The medical provider will be called

6. Release

a) Inmates who are in quarantine or isolation and are scheduled to be released, public health shall be immediately notified.

D. Screening and Current inmates

1. New intake screening

a) The screening process will occur in the vehicle sallyport.

b) Screening includes: Travel, known contact with COVID-19 + person, respiratory symptoms, fever (refer to screening form)

c) A temperature will be obtained. A fever is any temperature above 100.2

d) If inmate answers yes to any of the questions and they have a recent exposure. The medical provider will be called immediately. Inmate will be given a mask, and told to wear it and, placed in a Booking cell.

e) If the inmate has a fever above 100.2 and answered no to all the questions, the on call provider must still be called.

f) All new inmates will remain in quarantine for 14 days with community wide spread of COVID-19

1) the inmate will be monitored 2xs/day for symptoms either by medical staff or CO's

g) Those who must be isolated will be given a mask and will be isolated as per protocol. Officers should wear proper PPE equipment as indicated for duty

h) Inmates in respiratory distress will not be admitted to the facility. They should be seen at Geneva General Hospital (GGH). GGH ED shall be called prior to transport of potential COVID 19 person. Public Health will also need to be notified. Transport via ambulance as required. Booking or Central Control will call E911 and give them all of the pertinent information.

2. Isolation for inmates with symptoms

a) Any inmate identified with symptoms (cough, fever, respiratory difficulty), staff will *immediately place a face mask on the inmate*, have the inmate perform hand hygiene, and place them in a single, separate room with a toilet while determining next steps. Staff entering the room shall wear personal protective equipment (PPE).

b) PPE

1) Mask-N95 respirators will be reserved for confirmed inmates and for use with an inmate if undergoing aerosol generating procedures, including initial testing

2) goggles or face shield-this does not include personal glasses, if

- reusable eye wear has to be used it should be cleaned and disinfected in accordance with manufacturer's instructions
- 3) gown-if gowns are in short supply they can be reserved for direct, close contact
- 4) gloves
- 5) hand hygiene-before and after contact
- c) a rapid flu culture is recommended if during flu season

E. Isolation for confirmed

- a) severe respiratory illness...should be seen at GGH ED. shall be called prior to transport of potential COVID 19 person and Public Health will also need to be notified

3. Housing

- a) Segregation areas in Housing Unit B and Housing Unit C for the males and Housing Unit A for the females will be utilized and the closest shower area in the segregation area will be used for quarantine inmates.
- b) Inmates living in these areas are to be wearing a mask at all times.
- c) Inmates locked in will have their doors secured at all times

4. PPE

- a) Rooms will be identified and designated by a magnetic sign "Respiratory Isolation"
 - 1) Door(s) will remain closed
- b) Inmates will wear a mask even while in isolation to minimize the likelihood of disease transmission. Masks will be worn when in the presence of another inmate or CO and when exiting isolation.
- c) PPE supplies-shall be worn when within 6 feet of inmate
 - 1) Mask-N95 respirators should be reserved for confirmed inmates and for use with a patient if undergoing aerosol \ generating procedures, including initial testing
 - 2) Goggles or face shield-this does not include person glasses, if reusable eye wear has to be used it should be cleaned and disinfected in accordance with manufacturer's instructions
 - 3) Gown-if gowns are in short supply they can be reserved for time direct, close contact
 - 4) Gloves
 - 5) Hand hygiene-before and after contact
- d. Movement or transport outside of the room (movement should be kept at a minimum, if at all):
 - a) Inmate shall wear a facemask and follow respiratory/hand hygiene and cough etiquette

5. Cleaning and disinfection

- a) Household or Hospital grade EPA registered hospital grade, schedule N to kill Sars Cov 2
- b) Prepare a bleach solution by mixing:

- 1) 5 tablespoons (1/3rd cup) bleach per gallon of water or 4 teaspoons bleach per quart of water
- c) cleaning items (mop, bucket, etc) should be used after all areas of the jail have cleaned and disinfected by CO after use).

6. Laundry

- a) Bagged in a plastic bag
- b) Taken immediately to laundry room by officer in proper PPE. Inmate workers will not be allowed to handle isolated inmate laundry.
- c) Laundry can be laundered with other inmate laundry
- d) Do not shake dirty laundry
- e) Launder as normal

7. Showering

- a) Occurs in Segregation Area of Housing Units
- b) Must wear a mask to get there.
- c) Disinfection with household or hospital grade EPA registered material of shower area following shower as per manufacturer's directions

8. Meals

- a) Disposable plates and eating utensils only

9. Inmate Trash

- a) CO will put on appropriate PPE and immediately transport to dumpster (gloves, gown, mask: if in direct contact with inmate)

10. PPE Trash

- a) All trash should be emptied twice/day and immediately transported to dumpster by CO in appropriate PPE (gloves, gown)

11. Medication

- a) When in Seg areas with infected inmates; at celldoor in appropriate PPE
- b) Do not wheel the med cart through segregation areas where infected inmates are

12. Duration of isolation

- a) For individuals who will NOT be tested to determine if they are still contagious:
 - 1) The individual has been free from fever for at least 72 hours without the use of fever-reducing medications AND The individual's other symptoms have improved (e.g., cough, shortness of breath) AND At least 7 days have passed since the first symptoms appeared
- b) For individuals who had a confirmed positive COVID-19 test but never showed symptoms:
 - 1) At least 7 days have passed since the date of the individual's

first positive COVID-19 test AND The individual has had no subsequent illness

13. Treatment

- a) Supportive
- b) Encourage hydration
- c) Tylenol or ibuprofen for fever
- d) Monitored twice daily for sign and symptoms of shortness of breath or decompensation by CO or medical staff

14. Transport

- a) no transport unless in severe respiratory distress...if in severe distress call 911 and notify dispatcher of potential COVID 19
 - 1) Inmate wears a facemask and performs hand hygiene
 - 2) CO wears face mask, gowns, gloves and eye protection. Prior to transport all PPE on CO will be removed

<https://www.cdc.gov/coronavirus/2019-ncov/community/correction->



VitalCore COVID19
Pandemic Response

Classification of Individual Wearing PPE	N95 respirator	Face mask	Eye Protection	Gloves	Gown/Coveralls
Incarcerated/Detained Persons					
Asymptomatic incarcerated/detained persons (under quarantine as close contacts of a COVID-19 case*)	Apply face masks for source control as feasible based on local supply, especially if housed as a cohort				
Incarcerated/detained persons who are confirmed or suspected COVID-19 cases, or showing symptoms of COVID-19		X			
Incarcerated/detained persons in a work placement handling laundry or used food service items from a COVID-19 case or case contact				X	X
Incarcerated/detained persons in a work placement cleaning areas where a COVID-19 case has spent	Additional PPE may be needed based on the product label. See CDC guidelines for more details.			X	X

Classification of Individual Wearing PPE	N95 respirator	Face mask	Eye Protection	Gloves	Gown/Coveralls
time					
Staff					
Staff having direct contact with asymptomatic incarcerated/detained persons under quarantine as close contacts of a COVID-19 case* (but not performing temperature checks or providing medical care)		Face mask, eye protection, and gloves as local supply and scope of duties allow.			
Staff performing temperature checks on any group of people (staff, visitors, or incarcerated/detained persons), or providing medical care to asymptomatic quarantined persons		X	X	X	X
Staff having direct contact with (including transport) or offering medical care to confirmed or suspected COVID-19 cases (see CDC infection control guidelines)	X**		X	X	X
Staff present during a procedure on a confirmed or suspected COVID-19 case that may generate respiratory aerosols (see CDC infection control guidelines)	X		X	X	X
Staff handling laundry or used food service items from a COVID-19 case or case contact				X	X
Staff cleaning an area where a COVID-19 case has spent time	Additional PPE may be needed based on the product label. See CDC guidelines for more details.			X	X

* If a facility chooses to routinely quarantine all new intakes (without symptoms or known exposure to a COVID-19 case) before integrating into the facility's general population, face masks are not necessary.

** A NIOSH-approved N95 is preferred. However, based on local and regional situational analysis of PPE supplies, face masks are an acceptable alternative when the supply chain of respirators cannot meet the demand. During this time, available respirators should be prioritized for procedures that are likely to generate respiratory aerosols, which would pose the highest exposure risk to staff.

Quarantine Room Precautions

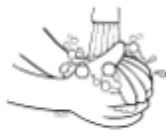
PRECAUCIONES de Sala de Cuarentena

TO PREVENT THE SPREAD OF INFECTION,

ANYONE ENTERING THIS ROOM SHOULD USE:

Para prevenir el esparcimiento de infecciones,

todas las personas que entren a esta habitación tienen que:



HAND HYGIENE

Hygiene De Las Manos



Face Mask

Mascara facial



Eye Protection

Protección para los ojos si contacto cercano



Gloves

Guantes



Ensure that the door to this room
remains closed at all times.

*Asegurese de mantener la puerta de esta
habitación cerrada todo el tiempo.*