

INTEROFFICE MEMO



DATE April 21, 2022

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FROM **Tracy Reece**
Chief Probation Officer

MAIL CODE 0460

TO **ALL STAFF**

SUBJECT **Temporary Department Order (TDO #66)**
COVID-19 Juvenile Detention Safety Measures

Purpose:

To outline the guidelines and procedures that shall be followed amid the COVID-19 pandemic to reduce illness transmission to youth and Probation staff in the Juvenile Detention and Assessment Centers (JDAC) and Secure Youth Treatment Facilities (SYTF).

Definitions:

Isolation: Separate sick youth with a contagious disease from the general population.

Quarantine: Separate and restrict the movement of youth who were exposed or may have been exposed to a contagious disease, pending test results, or presenting with symptoms.

Process:

- A. Youth booked at the High Desert facility shall be transferred to Central Valley JDAC to complete the intake process, which includes COVID testing and housing.
- B. All new intakes at Central Valley JDAC shall be tested for COVID-19 upon entry into the facility and placed on Medical Isolation (Med-Iso) on the Quarantine Unit until cleared for general population by Medical Services.
 1. Any negative results: Medical Services shall discontinue Med-Iso and the youth shall remain in the Quarantine Unit.
 2. Any youth reporting external exposure within 14 days prior to booking, will be housed in Med-Iso on the Quarantine Unit pending test results as determined by Medical Services.
 3. Any positive results: Transfer the youth to the Isolation Unit for a period of ten (10) days.
- C. Youth booked with a known positive COVID-19 test within the prior ten (10) days will be housed in the Isolation Unit.
- D. The youth in the Quarantine Unit will undergo a second COVID-19 test at day five (5).
 1. Any negative results: Transfer the youth to the classified unit.
 2. Any positive results: Transfer the youth to the Isolation Unit for a period of ten (10) days.
 - a. The remainder of the unit will remain in place, unit will be sealed, and another test administered to all youth in the unit in five (5) days.
 - b. Upon receipt of a negative COVID test, the youth shall be transferred to the general population.
- E. Quarantine Unit:
 1. Shall serve as the designated housing unit for youth that have not received two negative COVID-19 tests, are symptomatic, or have been exposed to COVID-19.
 2. All youth will be offered and strongly encouraged to wear a mask whenever outside of their room.

3. Staff assigned to and/or entering the unit shall have department-issued Personal Protective Equipment (PPE) readily available which includes: gloves and a mask as required by CDC (Centers for Disease Control) guidelines.

F. Isolation Unit:

1. Shall serve as the designated housing unit for youth that have a positive COVID-19 test.
2. Symptomatic youth will be placed on Med-Iso as designated by the Correctional Nurse and/or medical provider.
3. Asymptomatic youth will be allowed regular programming.
4. All youth will be required to wear a mask whenever outside of their room.
5. Staff assigned to and/or entering the unit shall utilize department-issued PPE in line with CDC guidelines, which includes: gloves, N-95 mask as fit tested, eye protection (or glasses), and gown/coveralls.
 - a. PPE's shall be donned before entering the housing unit.
 - b. PPE's shall be doffed immediately after exiting the housing unit. After removing PPE's, wash exposed hands and arms, proceed through the multipurpose room to the designated break area.

Responsibilities:

I. Correctional Nurse shall:

- A. Conduct a COVID-19 test for all new intakes, any possible exposures, and all symptomatic youth.
 1. In the event the youth is symptomatic or has been exposed, conduct an in-house rapid test upon availability in addition to the SARS-COV-2 sent to San Bernardino County Public Health Laboratory.
 2. Send youth to the Emergency Department for an evaluation in the event the symptoms require advanced care.
- B. Place all youth on Med-Iso as follows:
 1. Pending first COVID-19 test results.
 2. Symptomatic, defined as uncontrolled persistent fever > 100.5 °F.
 - a. Fever lasting for more than 24 hours despite the use of standard therapy should be communicated with the Chief Medical Officer.
 3. Youth may be removed from Med-Iso with the absence of fever for > 24 hours without the use of a fever reducer.
- C. Notify the following upon receipt of results via email:
 1. Chief Medical Officer
 2. Superintendents
 3. Watch Commander
 4. Unit Supervisor
 5. Nursing Staff
- D. Update the Electronic Monitoring Counter (EMC) upon receipt of results.
 1. Finalize weekly updates in the EMC by 11:59 PM every Saturday.
- E. Complete daily temperature checks of the youth housed on the quarantine and isolation units.
- F. Administer a second COVID-19 test to youth housed in the Quarantine Unit at day five (5).
 1. In the event a positive test is received and the unit is sealed, administer a second COVID-19 test on the remaining youth five (5) days after the receipt of the positive result.
- G. Perform a rapid test on youth prior to off-site appointments.
- H. Adhere to the Management of Communicable Diseases Procedure.

II. Custody Staff assigned to the Isolation Unit shall:

- A. Wear PPE appropriately as described in Process listed above.
- B. Enter and park in the facility's designated area.
- C. Store personal items in provided lockers located in designated areas.
- D. Retrieve meal carts from the multipurpose room. Once finished with the meal cart, disinfect the content inside of the cart, and place the cart back in the multipurpose room for pick up.
- E. Dispose of gloves and gown/coveralls at the conclusion of the shift. Disinfect eyewear prior to leaving the doffing area; clean the bottom of footwear with provided supplies; store N-95 mask in a brown paper bag or other storage container.
- F. Exit the Isolation Unit to their vehicle or to the designated area to shower.

III. Booking Staff shall:

- A. Retrieve the meal cart from the kitchen area and deliver it to the Isolation Unit multipurpose room.
- B. Pick up the meal cart from the multipurpose room and deliver it to the pre-designated location in the kitchen area.
- C. Utilize issued standard PPE (N95, KN95, gloves, and eye protection) and respond to incidents in the Quarantine and Isolation Units unless "No further assistance" is called via the HT.

IV. Watch Commander or Designee shall:

- A. Ensure staff comply with this TDO and follow the established process(es) to enter/exit the facility and requirements while working in the isolation/quarantine units.

V. Food Services shall:

- A. Utilize appropriate PPE's and disinfect the meal cart and water igloo in its entirety before taking them into the kitchen.

Guidelines:

- A. Management of Communicable Diseases Procedure and the Infection Control Program shall be followed for any youth suspected of having COVID-19.
- B. Youth entering the facility will be issued two cloth masks. The mask should be worn when youth are outside of their rooms and when movement outside of the living unit is required.
- C. Force will not be used to place a mask on a youth's face.
- D. Medical and/or Mental Health services shall not be denied solely based on a youth refusing to wear a mask.
- E. When a youth is released from custody they will be released with the masks issued to them.
- F. Staff not assigned to the Isolation Unit will be restricted from that area when the POD/unit is in use unless directed or responding to emergency situations.

Inspections:

Refer to the Policy and Procedure Inspection Matrix.

Foundation:

Minimum Standards for Juvenile Facilities

Standard for Health Services in Juvenile Detention and Confinement Facilities

National Commission on Correction Health Care (NCCHC)

References:

Management of Communicable Diseases
Infection Control Program
Medical Separation

Issued by:



Tracy Reece, Chief Probation Officer

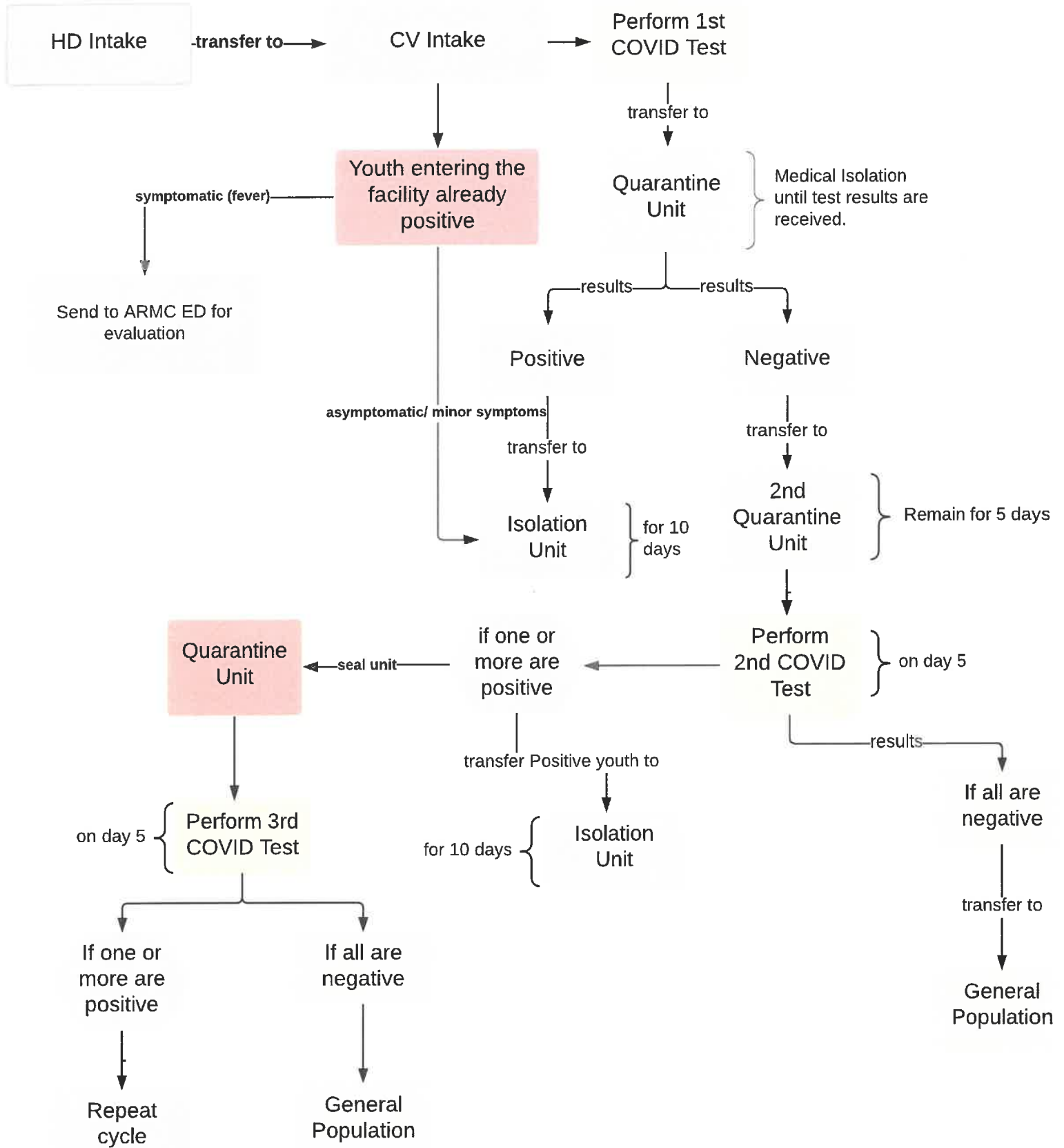
Original Issue Date: January 12, 2021

Revised: November 5, 2021
Revised: January 12, 2022
Revised: January 27, 2022
Revised: April 21, 2022

Attachments:

A - COVID-19 Testing and Housing Central Valley
B - COVID-19 Testing and Housing Secure Youth Treatment Facility (SYTF)

COVID-19 Testing and Housing Central Valley



COVID -19 Testing and Housing Secure Youth Treatment Facility (SYTF)

