



STATE OF WASHINGTON
DEPARTMENT OF CORRECTIONS
P.O. Box 41100 • Olympia, Washington 98504-1100

January 26, 2021

TO: All Appointing Authorities

FROM: Jason Aldana, Training Administrator

SUBJECT: Serial Testing Required for all Staff Attending or Instructing at Academies

In an effort to further reduce employee and instructor exposure to COVID-19, serial testing will be required the week prior to employees and practitioner instructors arriving at an academy. This direction was recently approved by the Prisons/Health Services Unified Command.

Most prisons and work release employees are already participating in weekly serial testing.

For those not already testing, department serial testing options include:

- Testing at the employee's home facility
- Testing at the closest Work Release
- Testing at Southwest Region on Tuesdays at 8:00 a.m.
- Testing at Maple Lane on Wednesdays at 9:00 a.m.

Protocols and options for testing will be provided to students and practitioner instructors in advance of the academies. If results are positive for COVID-19, staff and their Appointing Authority will be informed of the result and of next steps by a department nurse. While in training, students and instructors present on the day of testing will also be required to participate in the weekly serial testing.

Additional protocols we are sharing with students and emphasizing at our academies includes:

- Face Masks will be worn **at all times**. The only exception to this requirement is while eating or drinking;
- Our environment will be set up and maintained to practice social distancing to the extent possible;
- You are expected to maintain social distancing practices during class, learning activities, breaks and lunch periods;
- Sharing food and/or drink, potlucks or communal gatherings are strictly prohibited during the academy;

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Unless directed by an instructor, you will remain in the classroom seating assigned to you and exclusively with your assigned partner during Defensive Tactics training;

The cleanliness of all training areas is everyone's responsibility. This includes cleaning and sanitizing all surfaces and equipment after each use;

Everyone entering the facility will participate in daily active COVID-19 screening; and

Everyone will be required to participate in weekly COVID-19 serial testing.

This new requirement will be effective February 1, 2021.

If you have any questions about this information or academy operations, please reach out to Melia Olsen, Statewide Academies Program Manager or me.

cc: HR Managers,
TDU all staff,
DOC DL FPC Team,
Jeremy Turner