



STATE OF WASHINGTON
DEPARTMENT OF CORRECTIONS
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January 7, 2022

TO: All DOC Staff
FROM: Sean Murphy, Deputy Secretary 
SUBJECT: COVID-19 Message and Reminder on Screening Process

As we bring in the new year, we're seeing a rapid rise in COVID-19 cases in our facilities, work releases, and offices which mirror case increases occurring in the community and statewide.

Through mapping and tracing it has been noted that private off-duty social events such as birthday and retirement parties, are contributing to the large number of cases that are occurring at some facilities.

We all want to return to normal activities, but ongoing protections are needed to keep our staff and those in our care and custody safe from COVID-19. We understand the desire to celebrate but please remember that when any of us are 'mapped out' due to testing positive for COVID-19, it has significant impacts on your co-workers.

Here are ways to prevent the spread of COVID-19 to your co-workers:

- Stay home if you're sick or test positive for COVID-19
- Maintain a distance of at least 6 feet apart and wear masks when not eating or drinking
- Hold social events virtually
- Cancel, adjust, or postpone larger gatherings that can only occur in-person
- If you must gather in person, hold gatherings in open, well-ventilated spaces and mask up
- Wash hand frequently with sanitizing stations at entry and exit points and in areas with food
- Encourage guests at community events to self-test before arriving with an over-the-counter rapid COVID-19 test
- Be honest when answering screening questions regarding travel, exposures, and sick family members, so that proper testing can be done prior to facility entry
- It is highly encouraged that everyone get their COVID-19 booster vaccine if you haven't already. The [Centers for Disease Control \(CDC\)](https://www.cdc.gov) tell us that getting our booster is important in ensuring our continued protection against serious illness and death.

Here's a reminder of what to do if you have symptoms or test positive for COVID-19:

- Do not come to work, even if symptoms are only mild
- Let your supervisor or shift/duty officer know you will not be reporting to your shift
- Call in and complete the COVID-19 Screening Workplace Denial Form #03-110 and follow the secondary screening process outlined on the form. If you're unable to complete, ask your supervisor/designee to complete and submit to respective SL2S distribution list on the form.

WA Notify (also known as Washington Exposure Notifications) is a free tool that works on

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smartphones to alert users if they may have been exposed to COVID-19 without sharing any personal information. It is completely private and doesn't know who you are or track where you go. [WA Notify: Washington State Department of Health](#)

On an iPhone, enable Exposure Notifications in Settings:

- Go to Settings
- Scroll to Exposure Notifications, Click "Turn On Exposure Notifications"
- Select United States and then Select Washington

On an Android phone:

- Go to the [Google Play Store](#)
- Download the WA Notify app

For Android or iPhone, scan the QR code:



I appreciate that this is a challenging time, and we can all get through this together if we do our part!