



STATE OF WASHINGTON  
**DEPARTMENT OF CORRECTIONS**  
**WASHINGTON CORRECTIONS CENTER FOR WOMEN**  
MS: WP-04 • 9601 Bujacich Road N.W. • Gig Harbor, Washington 98332-8300

April 21, 2022

**TO:** All Staff & Incarcerated Individuals  
Washington Corrections Center for Women

**FROM:** Charlotte Headley, Superintendent  
Washington Corrections Center for Women

**SUBJECT: N95 Mask Requirement for CCU/SEG During LAO**

Effective April 7, 2022, the WCCW Close Custody Unit was placed on Limited Area Outbreak Status. The [WA State DOC COVID-19 Screening, Testing, and Infection Control Guidelines](#) provide the protocol for managing COVID-19 outbreaks in DOC facilities. Per these guidelines, an:

- An outbreak is defined as a group of confirmed cases of COVID-19 that includes at least one incarcerated individual.
  - **Limited Area Outbreak:** Two or more confirmed cases of COVID-19 in incarcerated individuals occurring within 14 days who reside in the same living area OR
  - One or more confirmed cases of COVID-19 in an incarcerated individual AND one or more confirmed cases of COVID-19 in staff or volunteers working in proximity to the incarcerated individual case/cases occurring within 14 days.

Effective immediately, all custody staff entering a quarantined area must be medically cleared and [N95 respirator fit tested](#) in order to don the proper personal protection equipment (N95 mask). Per Deputy Secretary Sean Murphy's [Memo dated March 24, 2022](#), states in part "*the use of respirator protection is required for any in-person interaction with supervised or incarcerated individuals who have:*

- *Screened positive for COVID-19*
- *Are on quatrain status for COVID-19*
- *Or are medial isolation for COVID-19.*"

Staff who are not fit tested will be provided the proper medical clearance forms and fit tested once approved by the Occupational Health Nurse. An alternative work location will be provided until the person is deemed medically appropriate for the fit testing process. Once the staff member is respirator qualified, they can resume working in the quarantine area. Staff who are not fit tested and qualified for N-95 use will not be permitted to work in any quarantine area.

***"Working Together for SAFER Communities"***

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This is another step in our efforts to continue mitigating the transmission of COVID-19 as we continue to prioritize the health and safety of our staff and those in our care and custody.

CKH:mrj

Attachments: [DOC 03-219 Respirator Medical Evaluation Questionnaire](#)  
[DOC 03-314 Licensed Health Care Provider Information and Response Sheet](#)

cc: Jeannie Darneille Assistant Secretary – Women’s Prison Division  
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