

COVID-19 Protocol for Transition and Release - Violators

Version 6, Revised 2/7/2021

Definitions

- **Isolation:** Housing for individuals who have tested positive for SARS-CoV-2 (the virus causing COVID-19) or who are symptomatic with pending results. These individuals remain in isolation until they are no longer contagious. Isolation within a DOC facility is often different than protocols in the community due to the high-risk settings. Upon release, the criteria for isolation reverts to the community standard. In the community, individuals require isolation for 10 days from symptom onset AND be without a fever for at least 24 hours (without the use of fever reducing medications) AND clinically improving or if asymptomatic, 10 days from the positive test collection date).
 - For symptomatic individuals, in addition to 10 days after symptom onset, their fever should be gone for least 24 hours (without the use of fever-reducing medications), and their symptoms should be improving
- **Quarantine:** Housing for close contacts of individuals with suspected or confirmed COVID-19. Contacts who will be living in a congregate setting (such as a homeless shelter, group home, halfway house, etc.) after release from prison should quarantine for 14 days after their last exposure to someone with COVID-19. In a work release or prison setting when an outbreak has been declared, DOC may consider a whole unit or facility exposed, and recommend quarantine for all individuals in that unit or facility. Patients in quarantine are tested for COVID-19 at day 1 and day 7 since their last known contact with suspected or confirmed COVID-19 cases.
- **Isolation/Quarantine Facility (IQF):** Isolation/Quarantine Facility- A Washington State Department of Health OR local health jurisdiction facility that has medical staff 24-7 to care for individuals who need services and observation while in isolation or quarantine status. DOC Staff are assigned to the location for individuals that need services while under DOC jurisdiction.

Community Corrections Officer (CCO) Initiated

Pre-Steps

Functional Roles & Responsibilities

Community Corrections Supervisors CCS, IPNs or designees, CPMs, Classification Counselors

Tasks

- Identify POC with local health districts
- Identify POC with State Department of Health
- Maintain and update available Lists of COVID Friendly Housing in each district/county (supported by Housing Specialists)

Process Considerations

- The local health district information is already available to IPNs at this time.
- A list of DOH, LHJ Tribal, and ECM has been created and will need updating as needed.

Step 1

Functional Roles & Responsibilities

Community Corrections Officer CCO

Tasks

- CCO will determine if the violator has any medical or mental health needs.
- CCO will ask the violator specific COVID 19 questions and if any are answered in the affirmative, the violator will be treated with required PPE standards for officer and mask provided to the violator to wear. Move to step 2

Process Considerations

None.

Step 2

Functional Roles & Responsibilities

Community Corrections Officer CCO

Tasks

- CCO will contact DOC Nurse Desk and report COVID status based on self-report or other documentation.

Process Considerations

None.

Step 3

Functional Roles & Responsibilities

Community Corrections Officer CCO

Tasks

- Nurse desk will communicate with the most appropriate DOC Facility or contract jail and assist with placement.
- Nurse desk will report relevant medical/mental health concerns prior to transportation to include COVID status.
- Nurse Desk will recommend all transport officers are adhering to COVID 19 standards for transportation of individual
- If the placement is determined to be a DOC facility please move to step 4-11
- If the placement is determined to be a contract jail, please move to step 12-17

Process Considerations

Advise all transport officers to adhere to the most recent COVID 19 standards for transportation of individual”
We cannot ensure they adhere to the standards, only advise.

CCO Initiated – Prison Placement & Transition

Pre-Steps

Functional Roles & Responsibilities

CPM, Health Services Staff (IPN or designee), Records Staff, PSW, Classification Counselors, and Nurse Desk

Tasks

- Identify POC with local health districts
- Identify POC with State Department of Health
- Maintain and update available Lists of COVID Friendly Housing in each district/county (supported by Housing Specialists)

- Facility will convene a Strike Team with Lead to facilitate all actions for immediate release protocol who are currently in Isolation or Quarantine status.
- Records staff on daily basis will report any incarcerated individuals slated for immediate release to the Strike Team Lead as well as utilizing a COVID Immediate Release email box.

Process Considerations

- All facilities will need to establish a Strike Team/Rapid Response team with lead that communicates daily to determine if any cases fall into the COVID 19 release category.
- Recommend Strike Team to include CPM, Records Supervisor, IPN, CC, Health Services Staff (IPN, PSW, Reentry Nurse, and/or Manager) and Nurse Desk (For Violators Only)
- A facility email box will need to be created to allow for focused flow of information.
- Records Supervisor should be part of the strike team to ensure all records staff are trained and support the process
- The local strike team should support Prison, Prison Immediate and Violator Populations

Step 4

Functional Roles & Responsibilities

CCO, Facility Intake Staff

Tasks

- Nurse desk will enter UM encounter and CCD alert.
- Facility Violator staff will update Nurse Desk actual COVID status for individuals pending release.

Process Considerations

- Is there need to develop a Violator Tracking Sheet for COVID involved patients?

1-2 Days to Release

Step 5

Functional Roles & Responsibilities

Health Service Manager, Infection Prevention Nurse or designee, FMD, PSW, Nurse Desk (As needed) and Assigned Classification Counselor

Tasks

- A conference call will be conducted with COVID-19 Medical Duty Officer to review current transition plan and housing.
- If temporary alternative housing is needed, the group will communicate with Local Health Jurisdiction through MDT conference call.

Process Considerations

None.

Step 6

Functional Roles & Responsibilities

Health Service Manager, IPN, FMD, Local Health Jurisdiction Liaison and assigned Classification Counselor

Tasks

- If the individual cannot isolate/quarantine at their post-incarceration housing site, IPN or designee will call local health jurisdiction (LHJ), Tribal Public Health, and or County Emergency Management to report

an immediate releasing individual who is requiring short term placement in community isolation or quarantine setting to include wrap around services as appropriate.

- If a tribal member is being released, please contact Tribal Relations Director Nancy Dufraine (ndufraine@DOC1.WA.GOV) to determine appropriate next steps and contact information for tribal public health
- If the individual is experiencing homelessness, please notify the LHJ/tribal public health of the individual's release even if the individual declines isolation/quarantine housing assistance
- If the transportation distance to the destination LHJ/tribal nation (where individual will be returning after release) is relatively short/feasible, contact destination LHJ
- If transportation distance is significant, contact LHJ where prison is located (to minimize staff exposure during transport)
- If local temporary isolation/quarantine housing is full or otherwise unavailable, then the LHJ/tribal health team/local emergency management should place a webEOC request asking the Washington Department of Health to assist
- An individual requiring isolation/quarantine housing should not be released until a clear housing plan is in place

Process Considerations

None.

Step 7

Functional Roles & Responsibilities

Health Service Manager, IPN, FMD, and assigned Classification Counselor

Tasks

Compile and be prepared to report the following information to Local Health Jurisdiction to refer individuals for Isolation/Quarantine Facility (IQF) temporary housing.

- Release date
- COVID-19 status (tested positive vs. contact); this determines whether isolation vs. quarantine is needed
 - While the LHJ/tribal public health has final determination as to whether an individual is recommended to quarantine, our expectation is they will normally defer to DOC's assessment of an individual's exposure. If the DOC medical team considers the individual exposed to SARS-CoV-2 based on their unit, then the LHJ/tribal public health will support the recommendation of quarantine for that individual.
- Needed services (isolation housing, quarantine housing, wraparound services such as food assistance at own housing)
- If the individual tested positive for SARS-CoV-2 (i.e., has COVID-19):
 - Test collection date
 - Any symptoms of COVID-19 (and if so, what symptoms)
 - Symptom onset date (if symptomatic)
 - Planned completion of isolation date
- If the individual is a contact (exposed to someone with COVID-19):
 - Confirm the individual is asymptomatic

- SARS-CoV-2 testing information: last negative test (if any), any pending tests
- Last known exposure to someone with COVID-19 (if the individual was in a unit that is on COVID-19 quarantine, this may be the same date as their release date)
- Planned date of quarantine completion
- Criminal history that may impact IQF placement (in a specific county, specific settings, etc.)
- County of Origin
- Determine transportation needs. Inquire if LHJ/Tribal/CEM has the ability to transport to mitigate impact on DOC Transport
- List of medical, mental health, medication needs, and MOUD status if applicable
- Some jurisdictions may also request an individual's sex offender status.
- Whether the individual smokes
- Whether the individual has any mobility issues
- Individual's current medications and allergies
- Relevant medical history and whether the individual needs assistance with medications, or requires any medications which they cannot keep with them (e.g., suboxone), or if the public health team should be aware of elevated overdose risk while in isolation/quarantine

Process Considerations

- Local Health Jurisdictions, Tribal Public Health, or County Emergency Management have requested call for services happen as early in the day as possible to allow them to communicate with vendors and secure housing/services
- Utilize checklist to ensure all critical information is collected and can be shared as appropriate.

Step 8

Functional Roles & Responsibilities

Health Service Manager, IPN, FMD, PSW, Reentry Nurse (If available) and assigned IPN or designed Classification Counselor

Tasks

- Once placement is identified and secured, the CC, PSW and or Reentry Nurse will begin the Releasing Incarcerated Individuals from Isolation/Quarantine Checklist and make appropriate notifications and receive required approvals.
- Once all approvals are in place, CC will notify records staff of placement (to include temporary alternative setting and long-term placement if appropriate) to include address, county of placement, date of release and who will be transporting.
- Nurse desk will be sent email notification of all COVID 19 positive violator releases to allow for CCD alert to be entered.

Process Considerations

- Utilize attached Releasing Incarcerated Individuals from Isolation/Quarantine Checklist
- Follow current WA State DOC COVID19 Screening, Testing, and Infection Control Guideline

Step 9

Functional Roles & Responsibilities

IPN/Designee

Tasks

- IPN/designee will review WA State DOC COVID-19 Screening, Testing, and Infection Control Guideline Section Release of Patients into the Community for specific instructions on the need for rapid antigen testing prior to release, and whether the result requires changes to the release plan.

Process Considerations

None.

Step 10

Functional Roles & Responsibilities

Custody, Health Services and assigned Classification Counselor

Tasks

- CC will complete all non-health services related items on the COVID Releasing Checklist.
- As part of releasing checklist, the individual are provided any medication (30 day supply), medical supplies (30 day supply) and education for managing COVID or past COVID issues in the community.
- If the health clinic does not have 30 day supply of prescribed medication, MODA may be an option for emergent medication to include delivery.
- Individual provided a sheet of local contacts of resources to support safe transition

Process Considerations

Transportation Considerations

- Individuals in isolation or quarantine cannot ride public transportation. If they do not have a private transportation the facility will need to transport the individual.
- If an individual is considered to be COVID recovered they can take public transportation. Please make sure to Notify Inmate Banking and follow up with transportation needs. Please Chrono this information.
- If the individual states they have private transportation this will need to be confirmed and Chrono entered

Step 11

Functional Roles & Responsibilities

Incarcerated Individual, Transport Team, and assigned Community Corrections Officer

Tasks

- Transport team will notify IQF of transport in progress to allow facility to prepare for arrival.
- Individual is safely transported using COVID Transportation Protocol and delivered to approved placement for isolation/quarantine location.
- CCD CCO will verify arrival, ensure the individual is clear on expectations of placement and report to Facility Strike Team individual is secure.

Process Considerations

- None.

CCO Initiated – Jail Placement & Transition

Step 12

Functional Roles & Responsibilities

Nurse Desk, CCO and Contract Jail Staff

Tasks

- Nurse desk will provide all medical documentation available to jail health services
- Nurse desk will work with CCO to complete transport to identified contract jail and advise current COVID 19 protocols used for transportation.

Process Considerations

- Initial Placement in Partner Jails
- Nurse Desk - Advise COVID transportation need to be in place- Changed SE

1-3 Days to Release (day will vary based on sanction)

Step 13

Functional Roles & Responsibilities

Jail Staff

Tasks

- Jail will provide email update of current of all WDOC violator individuals currently on COVID 19 quarantine/isolation status.
- The email will include WDOC Nurse Desk, Community Corrections Supervisor(Randi Burke),Transportation Supervisor (Bob Long), and Violator Manager (Greg Oliver)

Process Considerations

Currently, SCORE Jail is providing updates Mon-Fri regarding those individuals on isolation/quarantine status. Score will provide patient level detail of COVID status

Requested COVID Detail

- First day of isolation status?
- Reason for isolation (symptomatic or exposure)? Please list current symptoms or date they last reported symptoms?
- Have they been tested for COVID? If so, what are the results. Please provide a copy of the results. Do they have any underlying health issues? If so, please list.
- Are they currently taking medication? If so, please provide MAR or medication list Please list any drug allergies

1-2 Days to Release

Step 14a

Functional Roles & Responsibilities

Violator Manager and Community Corrections Supervisor

Tasks

For cases that have *negative* COVID 19 Test results:

Violator Manager (Greg Oliver) and Community Corrections Supervisor (Randi Burke)

- Will inform the assigned CCO/CCS before release that the offender is in isolation and the reason why.
- Contact Presentation CCO/Jail Liaison to interview the offender to see what address they may have to safely isolate/quarantine. Results will be given to assigned CCO/CCS.
- If the individual can safely isolate or quarantine at releasing address please move to step 17.

Process Considerations

None.

Step 14b

Functional Roles & Responsibilities

Violator Manager, WDOC Nurse Desk and Community Corrections Supervisor

Tasks

For cases that have *positive* COVID 19 Test results:

Violator Manager (Greg Oliver) and Community Corrections Supervisor (Randi Burke)

- Will inform the assigned CCO/CCS before release that the offender is in isolation and the reason why.
- Contact presentation CCO/Jail Liaison to interview the offender to see what address they may have to safely isolate/quarantine. Results will be given to assigned CCO/CCS.
- Community Corrections Supervisor (Randi Burke) will collaborate with WDOC Nurse Desk and Assigned Field Office to determine if referral to IHJ, Tribal Public Health or county emergency management for placement in an IQF.

Process Considerations

None.

Step 15

Functional Roles & Responsibilities

Jail Staff, WDOC Nurse Desk, Violator Medical Consultant (As needed), Community Corrections Supervisor (Randi Burke) and Local Health Jurisdiction POC

Tasks

- If the individual cannot isolate/quarantine at their post-incarceration housing site, contact the local health jurisdiction (LHJ), tribal public health, or county emergency management to request temporary isolation/quarantine housing
- If a tribal member is being released, please contact Tribal Relations Director Nancy Dufraine (ndufraine@DOC1.WA.GOV) to determine appropriate next steps and contact information for tribal public health
- If the individual is experiencing homelessness, please notify the LHJ/tribal public health of the individual's release even if the individual declines isolation/quarantine housing assistance
- If local temporary isolation/quarantine housing is full or otherwise unavailable, then the LHJ/tribal health team/local emergency management should place a webEOC request asking the Washington Department of Health to assist
- An individual requiring isolation/quarantine housing should not be released until a clear housing plan is in place. (if all possible)

Process Considerations

- Right now this process takes a long time to get placement. For immediate releases it is tight and we may not hear back from DOH in time.

- Emergency Housing Options. CCD has some resources in place, but limited. RRE project had assigned credit cards that could be used for emergency housing needs. Working with local hotels and motels, adjusted weekly rates were negotiated as well as wrap around services (Food, supplies)

Nurse Desk

- Violators must be out by midnight the day of release. Please verify with CCD but I believe this cannot be extended

Violator Group to identify designees for all assigned staff.

Step 16

Functional Roles & Responsibilities

Jail Health Service Staff, WDOC Nurse Desk

Tasks

Compile and be prepared to report the following information to Local Health Jurisdiction to refer individuals for Isolation/Quarantine Facility (IQF) temporary housing.

- Release date
- COVID-19 status (tested positive vs. contact); this determines whether isolation vs. quarantine is needed
 - While the LHJ/tribal health officer has final determination as to whether an individual is recommended to quarantine, our expectation is they will normally defer to DOC's assessment of an individual's exposure. If the DOC medical team considers the individual exposed to SARS-CoV-2 based on their unit, then the LHJ/tribal health officer will support the recommendation of quarantine for that individual.
- Needed services (isolation housing, quarantine housing, wraparound services such as food assistance at own housing)
- If the individual tested positive for SARS-CoV-2 (i.e., has COVID-19):
 - Test collection date
 - Any symptoms of COVID-19 (and if so, what symptoms)
 - Symptom onset date (if symptomatic)
 - Planned completion of isolation date
- If the individual is a contact (exposed to someone with COVID-19):
 - Confirm the individual is asymptomatic
 - SARS-CoV-2 testing information: last negative test (if any), any pending tests
 - Last known exposure to someone with COVID-19 (if the individual was in a unit that is on COVID-19 quarantine, this may be the same date as their release date)
 - Planned date of quarantine completion
- Criminal history that may impact IQF placement (in a specific county, specific settings, etc.)
- County of Origin
- Determine transportation needs. Inquire if LHJ/Tribal/CEM has the ability to transport to mitigate impact on DOC Transport
- List of medical, mental health, medication needs, and MOUD status if applicable
- Some jurisdictions may also request an individual's sex offender status.

- Whether the individual smokes
- Whether the individual has any mobility issues
- Individual’s current medications and allergies
- Relevant medical history and whether the individual needs assistance with medications, or requires any medications which they cannot keep with them (e.g., suboxone), or if the public health team should be aware of elevated overdose risk while in isolation/quarantine

Process Considerations

None.

Step 17

Functional Roles & Responsibilities

WDOC Nurse Desk

Tasks

- **For individuals with *Negative* COVID 19 test**, will chart medical information and place a nurse desk alert.
- **For Individuals with *Positive* COVID 19 test** will work with jail health services to acquire medical information and support Community Corrections Supervisor (Randi Burke) to find appropriate placement.

Process Considerations

None.

Day of Release

Step 17

Functional Roles & Responsibilities

Transportation Supervisor and Assigned Transport Team

Tasks

- WDOC will develop plan to safely transport individual to designated placement.

Process Considerations

None.

Jail Initiated

Step 1

Functional Roles & Responsibilities

Jail Staff and Nurse Desk

Tasks

- Jail staff notify Nurse Desk that they have an individual that has reported exposure, symptoms or has tested positive either prior to jail placement, while in jail custody or based on jail COVID testing.
- Jail is reporting they are unable to care for the individual and request a move.

Process Considerations

None.

Step 2

Functional Roles & Responsibilities

Nurse Desk

Tasks

- Nurse desk will request a copy of all medical records from holding jail to include COVID testing if completed.
- Nurse desk will document and place CCD alert.

Process Considerations

None.

Step 3

Functional Roles & Responsibilities

Nurse Desk and Violator Medical Consultant

Tasks

- If nurse desk staff determine the individual falls into COVID status of Isolation or Quarantine, the Nurse desk will schedule an immediate call with Violator Desk Medical Consultant.
- The call will determine possible incarcerated setting either a contract jail or DOC facility
- If a DOC placement is selected please follow Step 4-10.
- If a contract jail placement is selected please move to Step 11-17

Process Considerations

Health Services leadership to determine assigned Violator Medical Consultant.

Jail Initiated – Prison Placement & Transition

Pre-Steps

Functional Roles & Responsibilities

CPM, Health Services Staff(IPN or designee), Records Staff, PSW, Classification Counselors, and Nurse Desk(As needed)

Tasks

- Facility will convene a Strike Team with Lead to facilitate all actions for immediate release protocol who are currently in Isolation or Quarantine status.
- Records staff on daily basis will report any incarcerated individuals slated for immediate release to the Strike Team Lead as well as utilizing a COVID Immediate Release email box.

Process Considerations

- All facilities will need to establish a Strike Team/Rapid Response team with lead that communicates daily to determine if any cases fall into the COVID 19 release category.
- Recommend Strike Team to include CPM, Records Supervisor, IPN, CC, Health Services Staff (IPN, PSW, Reentry Nurse, and/or Manager) and Nurse Desk (For Violators Only)
- A facility email box will need to be created to allow for focused flow of information.
- Records Supervisor should be part of the strike team to ensure all records staff are trained and support the process

- The local strike team should support Prison, Prison Immediate and Violator Populations

1-2 Days to Release

Step 4

Functional Roles & Responsibilities

Health Service Manager, Infection Prevention Nurse or designee, FMD, PSW, Reentry Nurse (If available), Nurse Desk (as needed) and Assigned Classification Counselor

Tasks

- A conference call will be conducted with COVID-19 Medical Duty Officer to review current transition plan and housing.
- If temporary alternative housing is needed, the group will communicate with Local Health Jurisdiction through MDT conference call.

Process Considerations

None.

Step 5

Functional Roles & Responsibilities

Health Service Manager, IPN, FMD, Local Health Jurisdiction Liaison and assigned Classification Counselor

Tasks

- If the individual cannot isolate/quarantine at their post-incarceration housing site, IPN or designee will call local health jurisdiction (LHJ), Tribal Public Health, and or County Emergency Management to report an immediate releasing individual who is requiring short term placement in community isolation or quarantine setting to include wrap around services as appropriate.
- If a tribal member is being released, please contact Tribal Relations Director Nancy Dufraine (ndufraine@DOC1.WA.GOV) to determine appropriate next steps and contact information for tribal public health
- If the individual is experiencing homelessness, please notify the LHJ/tribal public health of the individual's release even if the individual declines isolation/quarantine housing assistance
- If the transportation distance to the destination LHJ/tribal nation (where individual will be returning after release) is relatively short/feasible, contact destination LHJ
- If transportation distance is significant, contact LHJ where prison is located (to minimize staff exposure during transport)
- If local temporary isolation/quarantine housing is full or otherwise unavailable, then the LHJ/tribal health team/local emergency management should place a webEOC request asking the Washington Department of Health to assist
- An individual requiring isolation/quarantine housing should not be released until a clear housing plan is in place

Process Considerations

- Help is needed with transports across the state. It has been suggested that HQ transport teams may be a resource.
- Mason County has 3 IQ beds at a motel. For WCC, Mason County does not have the capacity to house people with other counties of origin.

- Right now this process takes a long time to get placement. For immediate releases it is tight and we may not hear back from DOH in time.
- Emergency Housing Options. CCD has some resources in place, but limited. RRE project had assigned credit cards that could be used for emergency housing needs. Working with local hotels and motels, adjusted weekly rates were negotiated as well as wrap around services (Food, supplies)

Step 6

Functional Roles & Responsibilities

Health Service Manager, IPN, FMD, and assigned Classification Counselor

Tasks

Compile and be prepared to report the following information to Local Health Jurisdiction to refer individuals for Isolation/Quarantine Facility (IQF) temporary housing.

- Release date
- COVID-19 status (tested positive vs. contact); this determines whether isolation vs. quarantine is needed
 - While the LHJ/tribal public health has final determination as to whether an individual is recommended to quarantine, our expectation is they will normally defer to DOC's assessment of an individual's exposure. If the DOC medical team considers the individual exposed to SARS-CoV-2 based on their unit, then the LHJ/tribal public health will support the recommendation of quarantine for that individual.
- Needed services (isolation housing, quarantine housing, wraparound services such as food assistance at own housing)
- If the individual tested positive for SARS-CoV-2 (i.e., has COVID-19):
 - Test collection date
 - Any symptoms of COVID-19 (and if so, what symptoms)
 - Symptom onset date (if symptomatic)
 - Planned completion of isolation date
- If the individual is a contact (exposed to someone with COVID-19):
 - Confirm the individual is asymptomatic
 - SARS-CoV-2 testing information: last negative test (if any), any pending tests
 - Last known exposure to someone with COVID-19 (if the individual was in a unit that is on COVID-19 quarantine, this may be the same date as their release date)
 - Planned date of quarantine completion
- Criminal history that may impact IQF placement (in a specific county, specific settings, etc.)
- County of Origin
- Determine transportation needs. Inquire if LHJ/Tribal/CEM has the ability to transport to mitigate impact on DOC Transport
- List of medical, mental health, medication needs, and MOUD status if applicable
- Some jurisdictions may also request an individual's sex offender status.
- Whether the individual smokes

- Whether the individual has any mobility issues
- Individual's current medications and allergies
- Relevant medical history and whether the individual needs assistance with medications, or requires any medications which they cannot keep with them (e.g., suboxone), or if the public health team should be aware of elevated overdose risk while in isolation/quarantine

Process Considerations

- Local Health Jurisdictions, Tribal Health, or County Emergency Management have requested call for services happen as early in the day as possible to allow them to communicate with vendors and secure housing/services
- Utilize checklist to ensure all critical information is collected and can be shared as appropriate.
- Suggest PSW, Reentry Nurse (If available) have access to COVID testing results and list of current Isolation and Quarantine population.

Step 7

Functional Roles & Responsibilities

Health Service Manager, IPN, FMD, PSW, Reentry Nurse (If available) and assigned Classification Counselor

Tasks

- Once placement is identified and secured, the CC, PSW and or Reentry Nurse will begin the Releasing Incarcerated Individuals from Isolation/Quarantine Checklist and make appropriate notifications and receive required approvals.
- Once all approvals are in place, CC will notify records staff of placement (to include temporary alternative setting and long-term placement if appropriate) to include address, county of placement, date of release and who will be transporting.
- Nurse desk will be sent email notification of all COVID 19 positive violator releases to allow for CCD alert to be entered.

Process Considerations

- Utilize attached Releasing Incarcerated Individuals from Isolation/Quarantine Checklist
- Follow current WA State DOC COVID19 Screening, Testing, and Infection Control Guideline

1 Day to Release

Step 8

Functional Roles & Responsibilities

IPN/Designee

Tasks

- IPN/designee will review WA State DOC COVID-19 Screening, Testing, and Infection Control Guideline Section Release of Patients into the Community for specific instructions on the need for rapid antigen testing prior to release, and whether the result requires changes to the release plan.

Process Considerations

None.

Step 9

Functional Roles & Responsibilities

Custody, Health Services and assigned Classification Counselor

Tasks

- CC will complete all non-health services related items on the COVID Releasing Checklist.
- As part of releasing checklist, the individual are provided any medication (30 day supply), medical supplies (30 day supply) and education for managing COVID or past COVID issues in the community.
- If the health clinic does not have 30 day supply of prescribed medication, MODA may be an option for emergent medication to include delivery.
- Individual provided a sheet of local contacts of resources to support safe transition

Process Considerations

Transportation Considerations

- Individuals in isolation or quarantine cannot ride public transportation. If they do not have a private transportation the facility will need to transport the individual.
- If an individual is considered to be COVID recovered they can take public transportation. Please make sure to Notify Inmate Banking and follow up with transportation needs. Please Chrono this information.
- If the individual states they have private transportation this will need to be confirmed and Chrono entered

Step 10

Functional Roles & Responsibilities

Incarcerated Individual, Transport Team, and assigned Community Corrections Officer

Tasks

- Transport team will notify IQF of transport in progress to allow facility to prepare for arrival.
- Individual is safely transported using COVID Transportation Protocol and delivered to approved placement for isolation/quarantine location.
- CCD CCO will verify arrival, ensure the individual is clear on expectations of placement and report to Facility Strike Team individual is secure.

Process Considerations

None.

Jail Initiated – Jail Placement & Transition

Step 11

Functional Roles & Responsibilities

Nurse Desk, CCO and Contract Jail Staff

Tasks

- Nurse desk will provide medical documentation as available to jail health services
- Nurse desk will work with CCO to complete transport to identified contract jail and recommend the transport team follow current COVID 19 PPE Matrix used for transportation.

Process Considerations

Initial Placement in Partner Jails

Nurse Desk - Advise COVID transportation need to be in place- Changed SE

1-3 Days to Release (day will vary based on length of sanction)

Step 12

Functional Roles & Responsibilities

Jail Staff

Tasks

- Jail will provide email update of current of all WDOC violator individuals currently on COVID 19 quarantine/isolation status.
- The email will include WDOC Nurse Desk, Community Corrections Supervisor(Randi Burke),Transportation Supervisor (Bob Long), and Violator Manager (Greg Oliver)

Process Considerations

Currently, SCORE Jail is providing updates Mon-Fri regarding those individuals on isolation/quarantine status. Score will provide patient level detail of COVID status

Requested COVID Detail

- First day of isolation status?
- Reason for isolation (symptomatic or exposure)? Please list current symptoms or date they last reported symptoms?
- Have they been tested for COVID? If so, what are the results. Please provide a copy of the results. Do they have any underlying health issues? If so, please list.
- Are they currently taking medication? If so, please provide MAR or medication list Please list any drug allergies

1-2 Days to Release

Step 13a

Functional Roles & Responsibilities

Violator Manager and Community Corrections Supervisor

Tasks

For cases that have *negative* COVID 19 Test results:

Violator Manager (Greg Oliver) and Community Corrections Supervisor (Randi Burke)

- Will inform the assigned CCO/CCS before release that the offender is in isolation and the reason why.
- Contact Presentation CCO/Jail Liaison to interview the offender to see what address they may have to safely isolate/quarantine. Results will be given to assigned CCO/CCS.
- If the individual can safely isolate or quarantine at releasing address please move to step 17.

Process Considerations

None.

Step 13b

Functional Roles & Responsibilities

Violator Manager, WDOC Nurse Desk and Community Corrections Supervisor

Tasks

For cases that have *positive* COVID 19 Test results:

Violator Manager (Greg Oliver) and Community Corrections Supervisor (Randi Burke)

- Will inform the assigned CCO/CCS before release that the offender is in isolation and the reason why.
- Contact presentation CCO/Jail Liaison to interview the offender to see what address they may have to safely isolate/quarantine. Results will be given to assigned CCO/CCS.
- Community Corrections Supervisor (Randi Burke) will collaborate with WDOC Nurse Desk and Assigned Field Office to determine if referral to IHJ, Tribal Public Health or county emergency management for placement in an IQF.

Process Considerations

None.

Step 14

Functional Roles & Responsibilities

Jail Staff, WDOC Nurse Desk, Violator Medical Consultant (As needed), Community Corrections Supervisor (Randi Burke) and Local Health Jurisdiction POC

Tasks

- If the individual cannot isolate/quarantine at their post-incarceration housing site, contact the local health jurisdiction (LHJ), tribal public health, or county emergency management to request temporary isolation/quarantine housing
- If a tribal member is being released, please contact Tribal Relations Director Nancy Dufraine (ndufraine@DOC1.WA.GOV) to determine appropriate next steps and contact information for tribal public health
- If the individual is experiencing homelessness, please notify the LHJ/tribal public health of the individual's release even if the individual declines isolation/quarantine housing assistance
- If local temporary isolation/quarantine housing is full or otherwise unavailable, then the LHJ/tribal health team/local emergency management should place a webEOC request asking the Washington Department of Health to assist
- An individual requiring isolation/quarantine housing should not be released until a clear housing plan is in place. (if all possible)

Process Considerations

- Right now this process takes a long time to get placement. For immediate releases it is tight and we may not hear back from DOH in time.
- Emergency Housing Options. CCD has some resources in place, but limited. RRE project had assigned credit cards that could be used for emergency housing needs. Working with local hotels and motels, adjusted weekly rates were negotiated as well as wrap around services (Food, supplies)

Nurse Desk

- Violators must be out by midnight the day of release. Please verify with CCD but I believe this cannot be extended

Step 15

Functional Roles & Responsibilities

Jail Health Service Staff, WDOC Nurse Desk

Tasks

Compile and be prepared to report the following information to Local Health Jurisdiction to refer individuals for Isolation/Quarantine Facility (IQF) temporary housing.

- Release date
- COVID-19 status (tested positive vs. contact); this determines whether isolation vs. quarantine is needed
 - While the LHJ/tribal health officer has final determination as to whether an individual is recommended to quarantine, our expectation is they will normally defer to DOC's assessment of an individual's exposure. If the DOC medical team considers the individual exposed to SARS-CoV-2 based on their unit, then the LHJ/tribal health officer will support the recommendation of quarantine for that individual.
- Needed services (isolation housing, quarantine housing, wraparound services such as food assistance at own housing)
- If the individual tested positive for SARS-CoV-2 (i.e., has COVID-19):
 - Test collection date
 - Any symptoms of COVID-19 (and if so, what symptoms)
 - Symptom onset date (if symptomatic)
 - Planned completion of isolation date
- If the individual is a contact (exposed to someone with COVID-19):
 - Confirm the individual is asymptomatic
 - SARS-CoV-2 testing information: last negative test (if any), any pending tests
 - Last known exposure to someone with COVID-19 (if the individual was in a unit that is on COVID-19 quarantine, this may be the same date as their release date)
 - Planned date of quarantine completion
- Criminal history that may impact IQF placement (in a specific county, specific settings, etc.)
- County of Origin
- Determine transportation needs. Inquire if LHJ/Tribal/CEM has the ability to transport to mitigate impact on DOC Transport
- List of medical, mental health, medication needs, and MOUD status if applicable
- Some jurisdictions may also request an individual's sex offender status.
- Whether the individual smokes
- Whether the individual has any mobility issues
- Individual's current medications and allergies
- Relevant medical history and whether the individual needs assistance with medications, or requires any medications which they cannot keep with them (e.g., suboxone), or if the public health team should be aware of elevated overdose risk while in isolation/quarantine

Process Considerations

None.

Step 16

Functional Roles & Responsibilities

WDOC Nurse Desk

Tasks

- For individuals with **Negative COVID 19 test**, will chart medical information and place a nurse desk alert.
- For Individuals with **Positive COVID 19 test** will work with jail health services to acquire medical information and support Community Corrections Supervisor (Randi Burke) to find appropriate placement.

Process Considerations

None.

Day of Release

Step 17

Functional Roles & Responsibilities

Transportation Supervisor and Assigned Transport Team

Tasks

- WDOC will develop plan to safely transport individual to designated placement.

Process Considerations

None.