

# COVID-19 Protocol for Transition to the Community from Prisons – Immediate Release

Version 5, Revised 1/21/2021

## 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.

## Pre-Release

### Functional Roles & Responsibilities

#### Facility Leadership

#### 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.
- Thinking that the COVID friendly housing list should be a statewide list that facilities can access, concerned about having multiple facilities contacting individual housing

## Step 1

### Functional Roles & Responsibilities

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

### 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.
- For all cases identified, move to step 2. If no cases are identified no further action required.

### 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 immediate release category.
- Recommend Strike Team to include CPM, Records Supervisor, IPN, CC, and Health Services Staff (PSW, Reentry Nurse, and/or Manager)
- 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 2

### Functional Roles & Responsibilities

Classification Counselor

### Tasks

- Notify approved sponsor of current Isolation/Quarantine status
- Chrono if sponsor is willing to accept or not.
- If sponsor not willing to house at this time, notify records and IPN/designee for alternative housing arrangements.
- Please note if sponsor is willing to house **after** Isolation/Quarantine has been completed. If not, long term release address will need to be identified and investigated. CC will need to report to assigned Community Corrections Officer.
- CC notifies Health Services that an immediate release is pending and request the completion of Health Services portion of Checklist.
- If the sponsor agrees to provide Isolation/Quarantine move to step 6.
- If the sponsor is not able to accommodate move to step 3.

### Process Considerations

- If individual does not have community supervision, homeless resources will be provided including shelter options during COVID 19 pre-release by PSW/Reentry Nurse/CC.
- Please see attached list of contacts and resource by county

## Step 3

### Functional Roles & Responsibilities

Classification Counselor, Infectious Prevention Nurse, Reentry Nurse (If staffed) and PSW

### 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 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
- Confirm individual's current release medication is available and if not, follow up with pharmacy for solution. IQF facilities require at least 14 days of medication in hand.

#### 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 4

### Functional Roles & Responsibilities

IPN, Classification Counselor, PSW and Reentry Nurse (if staffed)

#### 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](mailto:ndufraine@DOC1.WA.GOV)) to determine appropriate next steps and contact information for tribal public health.
- If LHJ reports no alternative housing is available, the IPN or designee will notify COVID 19 Medical Duty Officer, CCO with local strike team and to schedule an Immediate Release MDT to further explore potential options.

#### Process Considerations

None.

## Step 5

### Functional Roles & Responsibilities

Health Service Manager, IPN, FMD, Local Health Jurisdiction, assigned Classification Counselor, and Community Corrections Officer/Supervisor

#### Tasks

- If the individual is experiencing homelessness, please notify the LHJ/tribal health officer of the individual's release even if the individual declines isolation/quarantine housing assistance
- When possible, if transportation distance is significant to LHJ in releasing county, contact LHJ where prison is located (to minimize staff exposure during transport). If local to prison LHJ can't accommodate request, contact LHJ in releasing county.
- If transportation distance to county of origin is relatively short/feasible, contact release county LHJ.
- 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. IPN/designee follows up on this request as needed and keeps facility strike team up to date with status.

- An individual requiring isolation/quarantine housing should not be released until a clear housing plan is in place

#### Process Considerations

None.

## Step 6

#### 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.
- Follow current WA State DOC COVID19 Screening, Testing, and Infection Control Guideline

#### Process Considerations

- Utilize attached Releasing Incarcerated Individuals from Isolation/Quarantine Checklist

## Step 7

#### 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 8

#### 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 9

### 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.