



STATE OF WASHINGTON
DEPARTMENT OF CORRECTIONS
OFFICE OF THE SECRETARY
P.O. Box 41101 • Olympia, Washington 98504-1101

March 15, 2020

TO: All DOC Staff

FROM: Stephen Sinclair, Secretary

SUBJECT: UPDATED Enhanced Screening: DOC Response to COVID-19 - March 15, 2020

Good afternoon:

Our country and our state are both operating in a State of Emergency. While the World Health Organization (WHO) has declared COVID-19 a pandemic and it's spreading in several communities in Washington, the WHO also reports this virus can be suppressed and controlled by taking action to prevent exposure. For these reasons, we've implemented enhanced screening across all Corrections facilities and locations.

This message is to amend the Enhanced Screening Protocol portion of the DOC All-Staff message sent to you from the DOC COVID19 mailbox on March 15, 2020 at approximately 11:10 a.m.

Per my direction, effective immediately:

- If an employee refuses to participate in the enhanced screening protocol or refuses to participate in the screening process, they will not be placed on assignment to home pending an investigation;
- They will be denied entry to the workplace--~~and~~ informed this will be treated similarly to a no-call, no-show/unauthorized leave, until such time they are willing to participate in the mandatory screening process; and
- The employee will be informed that they are still required to report any future absences in advance of their scheduled work hours per their current workplace established process.

While I know these screening measures and steps are extraordinary, our goal is to do our

"Working Together for SAFER Communities"

part to keep you and all those in our system safe and healthy so we can fulfill our important mission of public safety.

Now more than ever, we must all work together as an agency and as Washingtonians to do what we can to abide by the recommendations and restrictions.

Again, I encourage you to utilize the various resources out there to support you and your families.

Your mental health is just as important as your physical health. Remember that if this is a stressful time for you, the [Employee Assistance Program \(EAP\)](#) or [Staff Psychologists](#) are available. These are free and confidential services. It's important to take care of yourself.

As always, for more information:

- [DOH COVID-19 Information Center](#)
- [King County COVID-19 Fact Sheet \(pdf\)](#)
- [What to do if you have symptoms and have not been around anyone who has been diagnosed with COVID-19](#)
- [EAP: Coping with Stress During an Infection Disease Outbreak \(pdf\)](#)

Thank you to everyone involved in responding to COVID-19 at Corrections and to all of you for keeping Corrections running smoothly during these challenging times. Please continue to take care of yourselves, your co-workers and those in our care.