

## Checklist for COVID-19 Symptomatic Patients

This checklist is for any Incarcerated Individual that presents with COVID-19-like symptoms:

- Have patient put on surgical mask and advise patient to have minimal contact with others
- Nurse or Practitioner will don appropriate PPE, assess and document patient's symptoms, take vital signs, temperature, pulse oximetry and perform test for COVID-19
- Nurse and Practitioner will determine appropriate care setting based on the clinical assessment in consultation with the Facility Medical Director
- Contact the facility Incident Command Post (ICP) to inform them that the patient needs to be housed in medical isolation (Patient can take personal items with them into isolation: phone book, JPay player, commissary, etc.)
- ICP will immediately call the facility's Infection Prevention Nurse (IPN) or designee for Contact Mapping and the IPN/designee will follow the COVID-19 Mapping Checklist & Guidelines (see your facilities contact numbers below)
- IPN will contact Occupational Health Nurses if any DOC staff are identified as possible contacts
- Once mapping is completed, impacted incarcerated individuals and staff will be quarantined
- Once test results are received, if POSITIVE for COVID-19, immediately call
  - The HQ Medical Duty Officer by phone,
  - ICP
  - Facility Medical Director (FMD),
  - IPN
  - AND** email the DOC Cases mailbox (see contact numbers below)

For more information on testing and procedures for patients on Medical Isolation and Quarantine please refer to the current [DOC COVID-19 Guidelines](#).

### Your Facility's Contact Information:

Infection Prevention Nurse (IPN)/Designee Name: \_\_\_\_\_  
Phone Number(s): \_\_\_\_\_

Incident Command Post (ICP) Contact Number: \_\_\_\_\_

Superintendent or Incident Commander Name: \_\_\_\_\_

Facility Medical Director (FMD) Name: \_\_\_\_\_  
Phone Number: \_\_\_\_\_

DOC COVID-19 Cases mailbox: [DOCCOVID19cases@doc1.wa.gov](mailto:DOCCOVID19cases@doc1.wa.gov)  
Headquarters Medical Duty Officer: **(564) 999-1845**