

Arlington County Sheriff's Office COVID-19 Protocol

March 13, 2020

BACKGROUND:

Coronavirus disease 2019 (COVID-19)

Is a respiratory illness that can spread from person to person. The outbreak first started in China, but cases have been identified in a growing number of other areas around the world, including the United States and Arlington County.

Persons Under Investigation (PUI)

Data suggests that symptoms may appear in as few as 2 days or as long as 14 days after exposure to the COVID-19 virus. Any person ruled for suspicion of COVID-19 will be referred to as a Person Under Investigation (PUI).

- Symptoms can include fever, cough, and shortness of breath.
- The disease can spread from person to person through small droplets from the nose or mouth which are spread when a person with COVID-19 coughs or exhales. These droplets land on objects and surfaces around the person. Other people then catch COVID-19 by touching these objects or surfaces, then touching their eyes, nose or mouth. People can also catch COVID-19 if they breathe in droplets from a person with COVID-19 who coughs out or exhales droplets. This is why it is important to stay more than 3 feet away from a person who is sick (copied from the World Health Organization).

ACSO Staffing

If the spread of COVID-19 starts to impact staff, the ACDF and Judicial Services Staffing Reduction plans are followed.

BOOKING/INTAKE PROTOCOL

Pre-Screening

Corizon Health has provided a COVID-19 Screening form that has been distributed to our Booking Section and partnering local law enforcement agencies. Arresting officers will be instructed to screen arrestees prior to transport to the Arlington County Detention Facility (ACDF). The form has been reviewed and approved by the CDC.

Police - Pre-Screening

When a local law enforcement agency arrests an individual and classifies them as a possible PUI and transports them to the ACDF Sallyport, the PUI is to remain in the vehicle that is parked in the sallyport. A nurse and Pre-designated deputy will come out to the vehicle and conduct the initial assessment/questioning wearing PPE. After their assessment, the nurse will determine if the individual is a PUI. If this determination is made, the protocols listed below are to be followed with the exception of the individual remaining in the vehicle until the Magistrate has conducted a hearing. If the individual is to go to the Hospital, the Police Officer will take the individual directly to the hospital in the same vehicle. If the individual has been remanded to our custody by the Magistrate, the Shift Commander will designate a deputy to go to the hospital and provide normal hospital security, with PPE.

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If the PUI is committed to the custody of the Sheriff's Office and remanded to the ACDF, a designated deputy in PPE will take the individual directly to Medical and placed in one of the pressurized cells. Starting in the Juvenile Sallyport, the Deputy will follow the movement protocol listed below

Initial Screening Protocol

The following protocol has been implemented with new arrestees and all inmates brought into the ACDF until further notice:

- All new inmates and arrestees brought into the facility will have their temperature taken using No-Touch thermometer by pointing and activating the thermometer approximately one inch in front of the individual's forehead.
- The Corizon Health Screening form must be completed by the Sheriff's Office staff. The individual is screened for the following:
 - Recently travelled overseas
 - Has a fever or temperature of 100.5 or greater
 - Developed lower respiratory symptoms, to include
 - Coughing
 - Shortness of Breath
- The Booking Deputy will immediately:
 - Booking staff will place an N95 mask on the arrestee/inmate.
 - If the individual refuses to put on the N95 mask, the Deputy is to put on the N95 mask, gloves and goggles and place the N95 mask on the individual.
 - After the deputy conducts a pat-down, in the appropriate safety gear, the arrestee/inmate will be quarantined in Holding Cell H12.
 - If the Deputy has used an N95 mask, after usage, it will be placed in a bio-hazard bag and disposed of in a proper manner.
- If the individual has any or all of the above symptoms, the Deputies are to have the on-duty nurse respond to Booking for further assessment.
- Booking staff will immediately notify the Zone 1 Supervisor and Shift Commander who will notify the Assistant Director of Operations.
- The magistrate will hold the commitment hearing for the individual at Holding Cell H12. If the magistrate places a bond, the individual will be offered a phone in order to make bond. If the individual is released on personal recognizance, the Zone Supervisor is responsible to notify Arlington Public Health for direction before releasing them.
- The nurse will contact the doctor, if appropriate, after her assessment. The doctor, along with consultation with Arlington County Public Health and Virginia Hospital Center, will make the determination if the individual needs to be

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transported to the hospital.

- If the decision is made that the individual needs to be transported to the hospital, the Deputy or Deputies will don a N95 mask, disposable gown and disposable gloves.
- If the individual does not need hospitalization and is committed to the ACDF, they will be moved to the Medical Unit's pressurized cell. Prior to being moved, normal booking process is to occur (the photo will be taken in the mask). A photo, at an appropriate time, will be taken later.
- The movement of the inmate will take place using the following protocol:
 - The Shift Commander will place the ACDF on lockdown.
 - The inmate will be secured in handcuffs and escorted by two deputies. **Preferably** the same staff that made initial contact with the inmate to prevent multiple exposures to other personnel.
 - Any staff escorting the inmate will don proper Personal Protective Equipment to include:
 - N95 Respiratory Mask
 - Disposable examination gloves
 - The inmate will be escorted out to the Vehicle Sally Port and re-enter the ACDF via the Juvenile Corridor Entrance to the Ground Level Elevator Lobby.
 - Central Control will have Elevator 4 on standby. Elevator 4 will be designated and utilized to escort the inmate to the Medical Unit.
 - The inmate will be placed into a Negative Pressure Cell.
 - The inmate will be instructed to change into an ACDF uniform and give their personal clothing through the food slot in the Ante Room and placed in a water- soluble bag.
 - Proper partitions will be placed outside of the cell to accommodate the changing out process and provide some privacy.
 - All staff will follow universal precautions when dealing with an inmate that is a PUI.
- The Booking section will be cleared of all arrestees and inmates to the Processing Section in order to decontaminate the entire booking area. All inmates in the Processing Section will be locked down in holding cells.
- The Lower Zone 1 Supervisor will conduct an inventory check at each shift change of all masks and PPE. Any missing masks are to be immediately identified and a report is to be written and notify Captain Foster.

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- Any distribution of masks for staff to use is to be documented and respective chain of command notified immediately.
- All areas that the PUI made contact with (i.e. the holding cell, elevator, and other areas) will be cleaned with the Electrostatic Sprayer immediately with CaviCide or Clorox 360.
- Also see ACSO Policy 2-1012 Bloodborne Pathogens for further reference.

Bonding Out

- If the individual makes bond, the Shift Commander is responsible to notify Arlington Public Health for direction before releasing them. The inmate will be moved back to booking in the same manner that they were moved to the Medical Unit.

Medical Follow Up

- The PUI undergoes a full medical assessment by the medical staff. Medical Staff will inform the Shift Commander of any changes in the inmate's health.
- If the Doctor, in consultation with Arlington Public Health, makes the determination that the inmate is no longer considered a PUI, they will notify the Shift Commander.
- The inmate will then be classified and moved using current policy and procedures.
- Negative Pressure Cells are to be decontaminated using the Electrostatic Sprayer with proper chemicals immediately after an inmate is re-housed and prior to another inmate occupying the negative pressure room.

Presumptive COVID-19 within the Detention Facility

If an inmate(s) already housed within the ACDF is suspected of having COVID-19, the following steps are **immediately** taken:

- Inmate(s) is moved to 5A Housing Unit the using established safety protocols.
- The Ad-Ops is to be notified of the presumptive case(s).
- The Unit in which the which this inmate was housed is placed in lock-down.
- The Deputy in this Unit will don PPE.
- Medical Staff is notified of the PUI and will arrange to have all inmates in this unit screened for possible exposure.
- The Shift Commander will arrange the decontamination of the unit.

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When PUI's are housed in 5A, the following protocol will be followed:

- Movement will be restricted in and out of the Unit.
- When out of their cell, they must wear an N95 mask.
- Plans to accommodate legal visits and programs will be developed, if needed.
- Deputies assigned to the Isolation Unit will don PPE before entering the Unit and will wear it at all times when in the unit.
- They will remove the PPE in the 5A Housing Unit Interview Room and place it in a bio-hazard bag for proper disposal.
- All inmate meals will be served in disposable trays. The Meal Cart will be placed outside the Unit. The Deputy will retrieve the cart and distribute the meals.
- The Deputy will place the trays in a bio-hazard bag for proper disposal.
- The Deputy will sanitize the cart using the CaviCide wipes.

Modified Operations

To reduce the chances of exposures the following protocol will be implemented until further notice:

- All tours of the ACDF are cancelled.
- All contact visits (i.e. attorneys, probation officers) are cancelled until further notice. Professional visits are to be conducted via the non-contact booths.
- All programs will be cancelled until further notice.
 - Any exceptions will be communicated via a written directive from an Assistant Director or higher.
- All inmate moves and reclassification are cancelled, as long as it does not interfere with due process (i.e. A.C.T. or CRU placement)
- All personal visitation is cancelled.
- All visits to the Law Library is canceled. Law Library staff will have requested legal information sent to inmates in the housing units.
- All inmates are to wash their hands upon entering to the housing unit for at least 20 seconds.

ACDF Cleaning Protocol

Electrostatic Sprayer

The Electrostatic Sprayer must contain a chemical identified by the Center of Biocide Chemistries and pre-approved by the U.S. Environmental Protection Agency (EPA) suitable for use during the COVID-19. Per the product list the ACSO will utilize CaviCide or Clorox 360 with the Electrostatic Sprayer.

The following locations will be cleaned at least once per shift with the Electrostatic Sprayer.

- Booking/Processing
- 5C Housing Unit (intake)

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- Medical Unit
- Property Changing Stalls and Showers
- Visiting area – Public and Inmate Side

Expanded cleaning to include other housing units will occur once the above are cleaned first.

Hand Sanitizing Wipes

Staff will utilize hand sanitizing wipes at least twice per shift to clean their work stations, preferably at the beginning and end of their shift. Inmates will not be provided sanitizing wipes at any time.

Zone Supervisors will ensure all door knobs and handles are wiped down once per shift with sanitizing wipes. This includes the elevator and buttons.

Hand Hygiene

All staff are to follow hand hygiene in accordance with Policy 2-1001. Staff are to wash hands routinely, particularly if they have contact with potentially infectious material, and before putting on and upon removal of PPE, including gloves. Hand hygiene can be performed by washing with soap and water for at least 20 seconds.

Transport Vehicles

Decontamination of Sheriffs' Office vehicles will be conducted in accordance with Special Directive Inmate Transportation - COVID-19. See Policy 2-1006 Contaminated Vehicles.

Inmate Kitchen Work Force Protocol

All kitchen work force inmates are to wash their hands upon leaving their housing unit and upon arrival to the kitchen. The Kitchen Supervisor shall ensure proper hygiene is enforced throughout the day in addition to use of gloves and other protective clothing is worn by food service staff and inmates.

Kitchen Inmates will deliver/leave the meal carts outside the 'Outer' door of the respective housing unit. The meal cart will be cleaned by an internal housing unit work force inmate under the DIRECT SUPERVISION of a deputy with a sanitizer wipes before placing it outside of the housing unit.

Pre-Trial

Individuals reporting for Pre-Trial Services will wash their hands in the restroom immediately upon reporting. Pre-Trial Services may evolve to a call in only depending up advisement from the courts and Arlington County Public Health.

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Staff Training

Mandatory training for all staff to include sworn and civilian will be coordinated between the Sheriff's Office and Corizon Health. Updates will be provided as appropriate.

Public Notification

The Sheriff's Office in coordination with the County PIO will inform the community of any outbreaks in the detention facility.