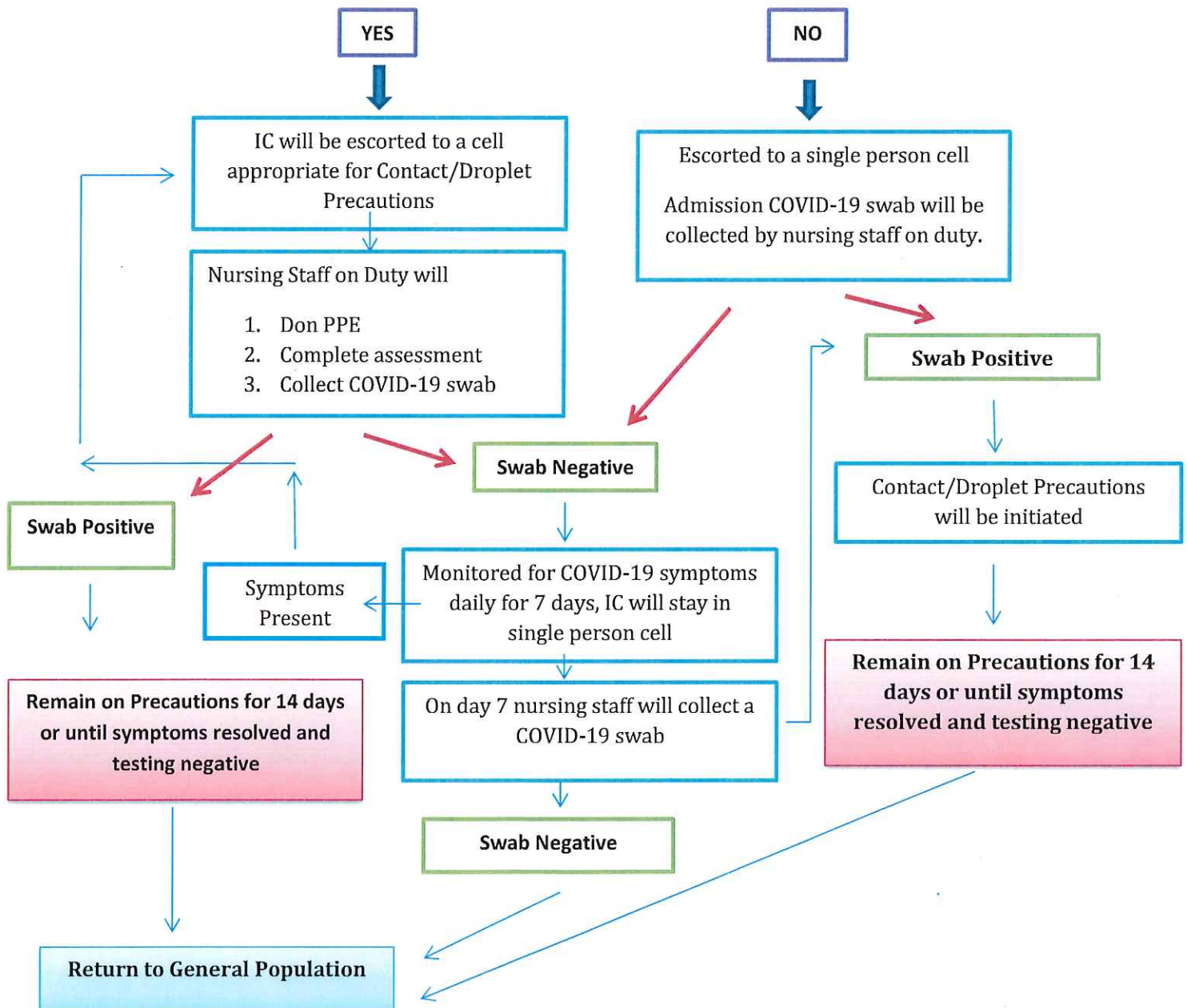


Plan for Admission of a New Incarcerated Client to PCC

Incarcerated Client (IC):

1. Screen for Risk Factors

- Symptoms (new or worsening cough, fever/chills, SOB or difficulty breathing, sore throat, runny nose, sneezing, congestion, headaches, muscle aches, unusual fatigue, acute loss of sense of smell or taste)
- Travel outside of PEI within 14 days
- Had close contact with a person who had confirmed or probable COVID-19 within the last 14 days
- High risk living arrangement (e.g. unstable housing)



Government of



Department of Justice and Public Safety

Community & Correctional Services
Provincial Correctional Centre
508 Sleepy Hollow Road
Charlottetown, PE

To: All Staff
From: PCC Management and Nursing Department
Date: March 1, 2021
Subject: COVID Update

As you have likely been made aware, the province of PEI is currently under a modified 'Red Alert' phase of COVID restrictions as of today March 1, 2021 at 12:01am. This is in place for the next 72 hours (until March 4, 2021 at 12:01am) which overrides the previous 'circuit breaker' guidance. Assuming, that once the 'Red Alert' phase is complete, the circuit breaker guidelines will resume and we will continue to follow those for the full time frame, outlined by CPHO. We will update all staff if/when that takes place.

These restrictions have several implications on our workforce, as outlined in this memo.

IMPLICATIONS FOR STAFF:

Staff with Symptoms: If symptoms occur during a shift, the worker must complete hand hygiene, wear a mask and leave work immediately. They must then get a test and self-isolate until receiving a negative test result.

If you are at home and are experiencing symptoms, we ask that you please attend the closest clinic for testing instead of presenting to work.

Staff who are a close contact of a positive case: If you have been notified by public health that you are a close contact of a positive COVID-19 case, you must not go to work. You must follow public health direction for testing and self-isolating.

Staff who were at an exposure location: Anyone who was present at the Iron Haven Gym in Summerside at the specific dates and times notified must get a COVID-19 test. They may not attend work even if they receive a negative test result, and they must continue to self-isolate for 14 days from the date of their exposure at the Gym. For anyone who was present at any of the remaining public exposure locations at the specified dates and times must get a COVID-19 test. They may attend work and do not need to await their

negative test result prior to attending work. They must carefully monitor for symptoms for 14 days after the date of their exposure at these locations.

Unvaccinated Long Term Care staff aged 20-29 years old: LTC staff aged 20-29, who have not yet received their second vaccine, or have any symptoms of COVID-19 must get a COVID-19 test. They may receive a rapid test at one of the asymptomatic testing sites at Three Oaks High School or Stratford Town Hall. They do not need to await their negative result before returning to work.

Majority of our correctional staff have not yet had the opportunity to receive the COVID vaccine. If you are in this age bracket and require testing, nursing staff at PCC or PRCC may be able to accommodate testing. Please reach out to them for further direction.

Child care: Schools are closed during the 72-hour period. Early learning centres (day cares) continue to operate at normal levels. During this time, staff are encouraged to reach out to the normal care providers for alternate arrangements. If you have exceptional circumstances affecting your ability to get child care, please work with your Manager and HR.

Staff movement: Staff are to remain on their assigned units for the duration of their shift unless on break or are required to assist elsewhere. Please refrain from visiting other coworkers on other units for social visits. Only one staff member should be present in central at a time, as this area does not allow for social distancing. In the staff lounge, please limit numbers of staff throughout breaks. Only one staff per table at a time, please.

Masks: Masks are still to be worn in all locations throughout the building, for the duration of shift except: if you are alone in your office, working on your scheduled unit with your partner able to socially distance at least 6 feet, and during meal times. Masks are to be worn in hallways, when around offenders, and when in direct contact with other staff where social distance is not possible.

IMPLICATIONS FOR OFFENDERS:

Gym: Gym will continue to operate as it is presently. The gym will continue to be cleaned in between unit gym times.

Visits/Phone calls: Visits are on hold for 2 weeks. PCC will pay for two free 10 minute phone calls per inmate/per day during the circuit breaker (Monday, March 1 to Sunday, March 14). These 2 calls (Local or Long Distance) will be available as soon as the phones are activated each day and they will expire when the phones turn off that night. The calls do not carry over to the next day.

Kiosks: As the public is not permitted into the institutions, money cannot be deposited at the kiosks at PCC/PRCC, but can be sent via Canada Post /Moneygrams or on-line through the Synergy website at www.inmatephones.ca (phone calls only).

Groups: The Addiction groups scheduled to start this week are temporarily on hold.

Professional agencies/Outside agencies: No outside agencies will be permitted to visit PCC at this time, so all contacts will be through telephone calls. This includes, but is not limited to: Clinical Services, the John Howard Society, Lawyers, Probation Officers, and Parole Officers. All agencies affected have been made aware.

TEST RESULTS:

Test results available for you to view online. It is unlikely that Public Health will be calling each individual with his or her results now that this service is available. The information noted below is for that service.

Website with all information:

<https://www.princeedwardisland.ca/en/service/covid-19-test-results>

Website with COVID search option:

<https://www.princeedwardisland.ca/en/feature/search-my-covid-19-test-results#/home/CovidNegativeResults/CovidNegativeResults>

*If you have trouble accessing your test result email mytestresults@ihis.org or call **1-833-533-9333** and press #1 for health information to leave a voicemail to receive a call back.*

What information do I need to access my test results?

To verify your identity and access the result, you must enter personal information as follows:

- *PEI Health Card 8-digit number*
- *Expiry date of PEI Health Card (month and year)*
- *Date of birth*
- *Date of testing*

Please reach out to the nursing department or management team if you have any questions or concerns.

Thank you.

~ PCC Management and Nursing

Additional information if required:

Red Alert Phase Guidelines: https://www.princeedwardisland.ca/en/information/health-and-wellness/pei-covid-19-alert-level-red-measures-modifications-march-2021#utm_source=redirect&utm_medium=url&utm_campaign=CircuitBreaker

Essential vs Non-essential: <https://www.princeedwardisland.ca/en/information/health-and-wellness/essential-and-non-essential-services-0>

Exposure sites: <https://www.princeedwardisland.ca/en/information/health-and-wellness/potential-covid-19-exposures>

COVID PEI information: <https://www.princeedwardisland.ca/en/topic/covid-19>

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Department of Justice and Public Safety

Community & Correctional Services
Provincial Correctional Centre
508 Sleepy Hollow Road
Charlottetown, PE

To: All Staff
From: Nursing Department
Date: March 10, 2021
Subject: COVID Vaccination Update

As of March 9, 2021 – Nursing staff at Corrections were made aware that Public Health were requesting that nurses in this division become trained COVID vaccinators and offer vaccine services to the division. This will ensure we can vaccinate our large group of staff quite quickly, and then start vaccinating offenders.

The vaccine that will be offered is the *Moderna* Vaccine – it will be given in two doses. Dose #2 has changed from 4 weeks after first dose, to 16 weeks as per WHO/CPHO/PH. This is a change across the board and not unique to PEI or our division. The second dose will also be available through PCC/PRCC nursing staff in the coming months. We will be starting vaccinations as early as next week.

We will be offering the vaccine to all who have already signed up through Brandi in the last several months, but also any other staff who are now interested in receiving the vaccine as well. These will be booked over the next couple of weeks and will take place at all three sites.

When you arrive at the site for your vaccine, please wait until your time booked to enter the facility. We request that you also bring your health card with you. Consent forms will be required prior to dose administration. You will need to wait 15-20 minutes after the vaccine is administered for observation before going home or returning to work. Designated areas will be set up for this to take place. Should you feel unwell or have any reactions, they are to be reported to nursing staff so they can be relayed to the public health team and documented. Overall, reactions to the vaccine are quite low and most commonly experienced are the same as flu vaccines. As per experience with these vaccines, the flu-like reactions afterwards are greater after the second dose than the first.

If you expressed interest already, you will be contacted via email or phone to book an appointment. If you wish to receive the vaccine and have not already registered through Brandi – please email so we may include you in the upcoming weeks. (bsmartin@ihis.org)

~ Brandi Martin, NP & Emily Dumville, RN

Additional information if required:

Moderna Product monograph: <https://covid-vaccine.canada.ca/info/pdf/covid-19-vaccine-moderna-pm-en.pdf>

Gov. of Canada COVID-19 Vaccine Recommendations: <https://www.canada.ca/en/public-health/services/immunization/national-advisory-committee-on-immunization-naci/recommendations-use-covid-19-vaccines.html>

Health PEI - Moderna Vaccine information sheet:

https://www.princeedwardisland.ca/sites/default/files/publications/20210303_covid-19_vaccine_fact_sheet_pm.pdf

Sharon Inman - COVID update

From: Brooke Mitchell
To: Ablett, Katrina; COIVS Feb 2021; COs; DSS; Finn, Delia; MacDonald, ...
Date: 3/16/2021 10:20 AM
Subject: COVID update
CC: Abeywardane, Kalana; Campbell, Natasha; Currie, Paul; Dumville, Emily...

Hi everyone,

This email is to confirm that practices at PCC have returned to "pre-circuit breaker."

- Offender visits have resumed (with the exception of **Wednesday, March 17th** when the lobby will be used for staff waiting for vaccines). They are to wear masks at all times.
- Those visiting offenders can put money into the kiosk during their visiting time ONLY.
- Substance abuse group programs are resuming.
- Lawyers, Probation Officers, Parole Officers, Child Protection Workers serving papers, etc. can once again schedule max visits with clients through the admin staff. (Wilhelmina). MAX visits only and not permitted inside.
- The only persons allowed inside other than Police and Public Works are those who have offices here:
Clinical Services staff (Kerry Marsh, Lindy Affleck,, Veronica Christian, and Diane Burke) and
Tanner MacLean from John Howard Society

For staff: Medical masks provided by PCC are still to be worn in all locations throughout the building, for the duration of shift except: if you are alone in your office, working on your scheduled unit with your partner able to socially distance at least 6 feet, and during meal times. Masks are to be worn in hallways, when around offenders, and when in direct contact with other staff where social distance is not possible.

Thanks,
Brooke

Sharon Inman - Inmate Covid - 19 clinic

From: Kevin Vokey
To: C.O. 4; Correctional Officers July 2020
Date: 4/15/2021 11:55 AM
Subject: Inmate Covid - 19 clinic
CC: Dumville, Emily; Martin, Brandi

C.O. 4/ Staff,

Please be advised that Tuesday, April 20/2021 that there will be a clinic put on by the P.C.C. nursing staff giving our clients the Covid - 19 shot. Due to this there will be No Movement through out the building at that time, this means visits, yard exercise and gym will not be happening while Clinic is being conducted. At 1300 hr's once Clinic is completed, P.C.C. can resume business as per usual. Meaning visits, exercise, etc. can continue after that time. C.O. 4's please advise the inmates in your units of this change. Kenny I believe this will affect Medium visits, please ensure they are aware and to tell their visitors. Please let me know if I missed anything. Thanks

K.Vokey