

## Memorandum

**Date:** March 30, 2020 **UPDATE**

**To:** Corrections Centre Directors and Corrections Healthcare Managers

**From:** Dr. Keith Courtney, Facilities Medical Director, Correctional Health Services  
Joanne Panasiuk, Executive Director, Correctional Services Division, Adult Centre Operations Branch (ACOB)  
Shawn Rainault, Acting Executive Director, Correctional Services Division, Young Offender Branch

**RE: COVID-19 Script for Correctional Services Division Staff**

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### Admission Screening

When AHS corrections healthcare staff are unavailable, this script is to be used by all CSD staff when incarcerated individuals are admitted to remand, correctional or youth correctional facilities in Alberta, as well as to all incarcerated individuals reporting for intermittent sentences. These questions will be asked of all incarcerated individuals as soon as they are brought into Admissions & Discharge:

1. Are you experiencing a fever, new cough that started within the last 14 days, sore throat, or difficulties breathing?
  - a. If yes, please advise inmate to clean their hands and immediately put on a mask. Proceed with script. (See below, Requirements for Personal Protective Equipment for appropriate PPE)
  - b. If no, Proceed with the script.
  
2. Ask the following:
  - a. In the last 14 days before illness onset, have you travelled anywhere outside of Canada?
  - b. In the last 14 days, have you had close contact with a confirmed or probable case of COVID-19, also called Coronavirus?
  - c. Have you had close contact with a person who has had a fever, cough, sore throat or breathing difficulties who has travelled anywhere outside of Canada within the past 14 days?

**If NO to all questions in Number 1 & 2**, the inmate may be housed in general population or other housing deemed appropriate by CSD.

**If YES to Number 1**, have inmate wash their hands and put on a mask (see below, Requirements for Personal Protective Equipment for appropriate PPE). The inmate is to be placed in isolation until assessed by AHS corrections healthcare staff. The patient does not have to wear a mask while they are in isolation if they are housed alone.

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**If NO to Number 1 and YES to any question in Number 2**, have the patient wash their hands and put on a mask (see below, Requirements for Personal Protective Equipment for appropriate PPE). The inmate is to be placed in isolation until assessed by AHS correctional healthcare staff. The inmate may need to remain in isolation for 14 days. AHS correctional healthcare staff will monitor the inmate daily for signs and/or symptoms of COVID-19 and provide ongoing feedback to CSD staff.

### **Transport/Escort Staff**

If Transport/Escort staff are able to remain more than 6 feet (2 metres) from the inmate, PPE is not required.

If it is not possible to keep distance a distance of 2 meters (6 feet) between the Transport/Escort staff and the inmate, don a Mask, Eye Protection, and Gown. This PPE is to be changed only if it becomes wet/soiled and before staff breaks and at shift change.

### **Daily Unit Symptom Screening**

When AHS Correctional Health Services Staff are not available, all non-isolated inmates will be screened daily with the following question:

- Do you have a fever, new cough, sore throat, or breathing difficulties?

If the answer is “yes” have the inmate wash their hands and put on a mask. If the inmate has a cellmate have the cellmate also wash their hands and put on as mask. Isolate the inmates and refer them to AHS Correctional Health Services staff for further screening and assessment.

### **Inmate Releases, Transfers, or External Escorts**

Prior to Release, Transfer, or an External Escort, all inmates will be asked the following question:

- Do you have a fever, new cough, sore throat, or breathing difficulties?

If the answer is “yes” have the inmate wash their hands and put on a mask. Isolate the inmate and refer them to AHS Correctional Health Services staff for further screening and assessment.

### **REQUIREMENTS OF PERSONAL PROTECTIVE EQUIPMENT (PPE)**

When interviewing inmates and asking Questions 1 and 2 above, all efforts should be made to assess the inmate from 2 meters (6 feet) away or behind a barrier. If not directly interacting with inmate or contaminated equipment, Personal Protective Equipment (PPE) is not required.

If it is not possible to keep distance a distance of 2 meters (6 feet) between the Screener and the inmate when interviewing, the Screener is to don a Mask, Eye Protection, and Gown. This PPE is to be changed only if it becomes wet/soiled and before staff breaks and at shift change. Wash your hands thoroughly after removing PPE.

If the inmate answers “**No**” to both questions 1 and 2 above, **PPE is not required**.

If inmate answers “**Yes**” to question 1 or 2 above **and** staff will be within 2m (6 feet) of the inmate, **PPE including protective mask, eye protection, gown and gloves** will be used.

If the inmate answers “**Yes**” to question 1 or 2 above, the inmate should be wash their hands and wear a mask while in the common Admissions area.

**N95** Respirators are **not** indicated.

### **Court Appearances**

AHS advocates that inmates who are suspect or confirmed for COVID-19 and have court appearances should have their court appearance postponed to minimize transmission risk; if this is not possible, CCTV appearance should be considered. The CCTV booth should be cleaned and disinfected after use. The inmate is to remain masked when in common areas. See above for Escort Staff direction.

### **Inmates Being Released who are Presumptive Positive or Positive for COVID-19**

Inmates who are presumptive positive or positive for COVID-19 who are released from a Remand Centre, a Correctional Centre or a Youth Offender Centre should be told to continue to self-isolate until symptoms resolve and two swabs (taken 24hr apart) are negative. This should be reviewed with inmates when they are placed in isolation.